

BOE Meeting 4/30/18

MEETING

4/30/18 BOARD PLANNING CALENDAR 2017-2018

July 12, 2017	BOE Meeting; Executive Session
July 24, 2017	BOE Meeting; Personnel Exit Report; EVVRS Period 2 Report
August 28, 2017	BOE Meeting; Adoption of 2017-2018 BOE/District Goals and Objectives
September 11, 2017	BOE Meeting
September 25, 2017	BOE Meeting
	BOE Meeting;
October 23, 2017	BOE Meeting; Student Achievement Report-PARCC
October 23-27, 2017	NJSBA Convention
November 13, 2017	BOE Meeting
November 27, 2017	BOE Meeting;
December 11, 2017	BOE Meeting;
January 3, 2018*	BOE Reorganization Meeting
January 8, 2018^^	BOE Meeting; CANCELLED
January 22, 2018^^	BOE Meeting; Mid-Year Staff Review; State of Schools
February 12, 2018#	BOE Meeting; Budget Discussion; Student Recognition
February 26, 2018	BOE Meeting; Budget Presentation; UFRSD Brookdale CC Partnership
March 12, 2018	BOE Meeting; Budget Discussion Presentation
March 26, 2018	BOE Meeting; Budget Discussion/Preliminary Adoption
April 16, 2018	BOE Meeting; Social Studies Committee Presentation
April 30, 2018	BOE Meeting; Public Budget Hearing
May 14, 2018^^	BOE Meeting; End of Year Staff Review
May 30, 2018#*	BOE Meeting; Student and Staff Recognition
June 11, 2018	BOE Meeting
June 25, 2018	BOE Meeting; CSA Evaluation; Board Self - Evaluation

*Other than a Monday

^^ Executive Session – 6:00pm

#Public portion -6:00 pm, No Exec Session

MEETING
MILLSTONE TOWNSHIP SCHOOL DISTRICT
VISION STATEMENT

We envision a unique, inclusive learning community at the forefront of education.

Parents, staff and students will model and promote individuality, integrity, respect, and civic and social responsibility.

Through an engaging, innovative curriculum, we will challenge students to become independent, self-directed learners who are adaptive problem solvers inspired to impact and thrive in an evolving society.

In realizing this vision, we will establish our community as an exemplary leader in education.

BOARD GOALS 2017-2018

1. Provide support and, where appropriate, funding for the District's efforts to develop and pursue models for personalized instruction.
2. Secure student performance data which, when reviewed and analyzed by authorized District personnel, will permit the Board to assess the effectiveness of the District educational programming.
3. Evaluate the feasibility of providing choice programming with rigorous standards for entry.
4. Review the current Strategic Plan in place for the District, assess progress toward Plan compliance, and determine whether a new or updated Plan is needed.
5. Develop and maintain a capital projects plan to analyze existing systems and project both long and short-term district needs, and inform the District's approach with respect to future projects.

DISTRICT GOALS 2017-2018

1. Continue to identify and implement best instructional practices to personalize instruction and meet the individualized needs of all students.
2. Through authorized personnel, review individualized student data to assess the effectiveness of the District's educational programs and provide the Board of Education with a summary of the results of that review.
3. Review and assess the District's outdoor facilities, including student gardens; Provide an update to the Board as to whether improvements/renovations are necessary, with projected costs.
4. Evaluate and where appropriate improve school working and social "climate" for students and staff.
5. Review the continuing progress of technology use within the District, including Chromebooks, and its impact on curriculum and student achievement.

MEETING
Millstone Township Public Schools
Millstone Township, New Jersey

AGENDA: For the meeting of the Board of Education, Monday, April 30, 2018 at
7:00 P.M., in the Millstone Middle Media Center

I. CALL TO ORDER

A. Sunshine Law Statement – Presiding Officer’s Statement

In compliance with the Open Public Meetings Law of New Jersey, P.L. 1975, CH. 231, adequate notice of this meeting was provided on January 9, 2018 by sending notification to the:

1. Asbury Park Press
2. Trenton Times
3. Posting at each district school
4. Township Clerk

B. Pledge of Allegiance

C. Roll Call

D. That the matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion would take place at a public meeting.

II. EXECUTIVE SESSION

WHEREAS, Chapter 231, PL. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive private session under certain limited circumstances, and,

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session, NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE MILLSTONE TOWNSHIP SCHOOL DISTRICT:

A. That it does hereby determine that it is necessary to meet in executive session on April 30, 2018, to discuss matters involving:

1. Legal
2. Negotiations
3. Personnel

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- B. That the matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion would take place at a public meeting.

III. REPORT OF BOARD SECRETARY

Mr. Biesiada

- A. Business Administrator/Board Secretary Report
- B. That the Board approve the minutes from the Board of Education meeting of April 16, 2018.
- C. Old Business
- D. New Business

IV. ADMINISTRATORS REPORTS

Dr. Huss

- A. Superintendent's Report
 - 1. District Highlights
 - 2. Enrollment Report, March, 2018

V. PRESENTATIONS

- A. Public Hearing - 2018-2019 Budget Presentation

- 1. Action Items:

On the recommendation of the Superintendent of Schools, the Board consider the following proposed motions:

- a. That the Board approve the opening of the public hearing on the 2018-2019 budget.

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b. Budget Presentation Dr. Huss, Mr. Biesiada

c. Public Comments:

The Board will accept public comments on the budget at this time.

d. That the Board approve the closing of the public hearing on the 2018-2019 budget.

e. That the Board approve the following revisions to the proposed 2018-2019 Budget:

Appropriations:

11-000-262-100 salaries custodial	(\$20,000)
11-000-262-107 salaries non instructional aides	(\$23,000)
11-000-266-300 purchases services security	\$40,000
11-000-270-160 salaries transportation	(\$ 5,000)
11-130-100-101 teaching salaries	(\$35,000)

Total (\$43,000)

Revenues:

10-3131	Extraordinary Aid	\$60,000
10-1210	Local Tax Levy	(\$103,000)

f. Recommend the Board approve the following resolution:

WHEREAS, the Millstone Township Board of Education adopted a tentative budget on March 26, 2018, to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 23, 2018, and

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WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 26, 2018, and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 30, 2018, and

WHEREAS, the total amount of the budget for General Fund Expenses shall be \$35,346,689, of which \$28,742,614 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Special Revenue Fund Expense shall be \$304,934 of which \$0 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Debt Service Expense shall be \$3,021,700 of which \$2,747,608 shall be raised by tax levy.

NOW THEREFORE, BE IT RESOLVED that the Millstone Township Board of Education hereby adopts the 2018-2019 School Year budget and,

BE IT RESOLVED that Millstone Township School District Board of Education withdraw from its capital reserve \$200,000 of which the district intends to utilize these funds for:

Elementary and Primary Schools: Security Improvements
cameras \$100,000

Middle School: Well Water system repairs and Septic System
flow meter Improvements \$50,000

Elementary and Primary Schools: Septic Flow Meter Repair
\$50,000

BE IT RESOLVED that Millstone Township School District Board of Education includes in the budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b), where the district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$288,332 for the purposes of educational services and programs, where the district intends to complete said purposes by June 2019,

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BE IT RESOLVED that the Millstone Township Board of Education raise for the General Fund \$28,742,614 for the ensuing School Year (2018-2019) and

BE IT RESOLVED that the Millstone Township Board of Education raise for Debt Service Funds \$2,747,608 for the ensuing School Year (2018-2019).

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2018-19 tentative budget includes a maximum travel appropriation of \$50,000.00. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2018-2019 proposed budget is a maximum regular business travel amount of \$150.00 per employee.

VI. PUBLIC COMMENTS AS PER BOARD BYLAW 0167

A. To permit the fair and orderly expression of comments we ask that:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to five minutes duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question board members individually;
 - a. No colloquy between a participant and respondent shall extend the five minute time limit provided herein;
5. The presiding officer may:
 - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene or irrelevant;
 - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
 - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;

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- d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
- e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board’s business.

VII. PERSONNEL

A. Action Items

On the recommendation of the Superintendent of Schools, the Board consider the following proposed motions:

- 1. That the Board approve the following appointment according to the procedures set forth in NJSA 18A:67 et seq for the following personnel. Approval pending statutory requirements:

Name	Position	Salary	Effective
a.Robert Brosen	Substitute Teacher	Per Board Approved rates	2017-2018 School Year
b.Amanda Tagliareni	Substitute Teacher	Per Board Approved rates	2017-2018 School Year

- 2. That the Board approve the following professional development for the 2017-2018 School year:

Date Submitted	Name	Workshop/Location	Date	Total Cost
a.April 18, 2018	Daniel Locandro	Destination Imagination Global Finals/Knoxville, TN	May 22 – May 27, 2018	\$2,020.00
b.April 23, 2018	Christianna White	Destination Imagination Global Finals/Knoxville, TN	May 22 – May 27, 2018	\$1,170.00
c.April 23, 2018	Paul Baker	Education Tech Workshops/Presentations, University of Florida, Gainesville	June 18, 2018- June 22, 2018	\$ 739.89
d.April 24, 2018	Jennifer Modula	Future Problem Solving International Conference 2018; LaCrosse, WI	June 6, 2018- June 10, 2018	\$1,909.43

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e.April 24, 2018	Christopher Huss	Strauss Esmay Law & Policy Seminar; Lincroft NJ	June 1, 2018	\$ 0.00
f.April 25, 2018	Beth Topinka	Future Problem Solving International Conference 2018; LaCrosse, WI	June 6, 2018- June 10, 2018	\$1,148.60
TOTAL				\$6,987.92

3. That the Board approve the following leave:

Name	Position	Leave	Effective
a.Jeanne Liburdi	Spanish Teacher; Primary/Middle Schools	Unpaid	May 14, 15, 17, 18, 2018
b.Danielle Kalash	LLD Teacher, Middle School	FMLA	May 21, 2018- June 30, 2018

4. That the Board approve the following teacher for the 2018 Extended School Year program for substituting and IEP Meetings:

Name	Rate
Alecia Binns	\$36.86/hour

5. That the Board accept the resignation for the following personnel:

Name	Position	Effective
Ana Cecilia Giron	Spanish Teacher, Elementary School	June 30, 2018

B. Old Business

C. New Business

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VIII. CURRICULUM & INSTRUCTION

Mrs. Riviello

A. Action Items

On the recommendation of the Superintendent of Schools, the Board consider the following proposed motions:

1. That the Board approve the attached eligibility application for non-public students regarding ESSA Amendment, Title I.
2. That the Board approve the following field trip site for the 2017-2018 school year:
 - a. El Meson Restaurant, Freehold, NJ; Eldhaus Alpaca Farm, Wall-Elementary School, Gr. 3, 4, 5
 - b. Amazing Escape Room, Freehold, NJ; Middle School; Algebra classes
 - c. University of Wisconsin, LaCrosse, WI; Future Problem Solvers, MS
 - d. Make-A-Wish Foundation, Monroe, NJ; Middle School, NJHS

B. Old Business

C. New Business

IX. POLICY

Mr. McGovern

A. Action Items

B. Old Business

C. New Business

X. UFRSD REPRESENTATIVE REPORT

Mr. Hanson

A. UFRSD Agenda for April 18 & April 25, 2018

B. UF Representative Report for April 18 & April 25, 2018

XI. OPERATIONS

Mr. Casale

A. Action Items (Budgeted)

1. That the Board *ratify* budget transfers for February pursuant to N.J.S.A 18A:22-8.1 and N.J.A.C. 6:20-2A.10. The attached list of transfers includes transfers in excess of \$2,500 in compliance with policy 6422.

2. That the Board accept the Board Secretary and Cash Report for the month of February and certification, after closure, and direct that they be attached to and made part of the minutes of for this meeting.

Account	Cash Balance	Appropriation Balance	Fund Balance
10 General Current Expense Fund	4,754,126.78	N/A	1,795,513.71
11 Current Expense	N/A	1,487,821.66	N/A
12 Capital Outlay	N/A	300.00	N/A
Capital Reserve	2,493.27	N/A	N/A
20 Special Revenue Fund	64,059.69	158,346.21	N/A
30 Capital Projects Fund	1,034,930.85	1,039,805.59	1,118,868.04
40 Debt Service Fund	32,877.92	.24	13,052.99
60 Enterprise (Cafeteria) Fund	63,528.81	N/A	N/A
61 Enterprise (MPAC) Fund	161,587.97	N/A	N/A
62 Enterprise (Community Ed) Fund	(14,809.19)	N/A	N/A

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63 Enterprise (Shoprite)	7,906.90	N/A	N/A
80/90 Trust and Agency Funds	106,236.18	N/A	N/A
Total	6,212,939.18	2,686,273.70	2,927,434.74

3. That the Board approve the payment of the following bills in the amounts listed and to attach a complete copy of these bills to the minutes of this meeting:
 - a. Regular checks from March 21, 2018 through April 23, 2018 in the amount of \$1,630,823.60.
 - b. Manual checks from March 1, 2018 through March 31, 2018 in the amount of \$ 1,443,109.79

4. That the Board ratify the transfers between the following bank accounts, in the following amounts, effective March 29, 2018:

Debit from: Amount:
 Custodian Account: \$ 619,145.20

Credit to:
 Agency Account: \$ 271,818.61
 Payroll Account: \$ 347,326.59

Debit from: Amount:
 Performing Arts Ctr. Account: \$ 5,960.80

Credit to:
 Agency Account: \$ 1,876.59

Credit to:
 Payroll Account: \$ 4,084.21

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Debit from: Amount:
Custodian Account: \$ 406.91

Credit to:
Agency Account: \$ 406.91

Debit from: Amount:
Custodian Account: \$ 79,782.01

Credit to:
Agency Account: \$ 79,782.01

Debit from: Amount:
Custodian Account: \$ 44,426.31

Credit to:
Agency Account: \$ 44,426.31

Debit from: Amount:
Performing Arts Center: \$ 456.00

Credit to:
Agency Account: \$ 456.00

Debit from: Amount:
Agency Account: \$ 413.33

Credit to:
Flexible Spending Account: \$ 413.33

Debit from: Amount:
Agency Account: \$ 5,157.08

Credit to:
Unemployment Account: \$ 5,157.08

5. That the Board ratify the transfers between the following bank accounts, in the following amounts, effective April 13, 2018:

Debit from: Amount:
Custodian Account: \$ 622,470.69

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Agency Account:	\$ 272,762.76
Payroll Account:	\$ 349,707.93

Debit from:

	Amount:
Performing Arts Ctr. Account:	\$ 4,150.60

Credit to:

Agency Account:	\$ 1,316.08
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Credit to:

Payroll Account:	\$ 2,834.52
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Debit from:

	Amount:
Custodian Account:	\$ 406.91

Credit to:

Agency Account:	\$ 406.91
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Debit from:

	Amount:
Custodian Account:	\$ 79,782.01

Credit to:

Agency Account:	\$ 79,782.01
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Debit from:

	Amount:
Custodian Account:	\$ 44,680.65

Credit to:

Agency Account:	\$ 44,680.65
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Debit from:

	Amount:
Performing Arts Center:	\$ 317.52

Credit to:

Agency Account:	\$ 317.52
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Debit from:

	Amount:
Agency Account:	\$ 413.33

Credit to:

Flexible Spending Account:	\$ 413.33
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6. That the Board approve the attached agreement with Holman, Frenia, Allison, P.C. for auditing services in the 2018-2019 school year.

7. That the Board ratify the attached sidebar agreement between The Millstone Township Board of Education and The Millstone Township Education Association regarding use of personal days.

8. That the Board approve the attached Contract for School Nursing Services with the Monmouth Ocean Education Services Commission for the 2018-2019 school year.

9. That the Board approve the attached Memorandum of Agreement between the New Jersey State Police and the Millstone Township BOE.

10. That the Board approve the following 2018 Extended School Year routes:

Contractor: GST Transport				
<u>Route</u>	<u>Route cost</u>	<u>Aide cost</u>	<u>Increase/Decrease</u> <u>€</u>	<u>Total Cost</u>
Rt. MJSE	\$229.00	\$58.00	\$1.25	\$287.00 per diem for 25 days (July 16-Aug 17)
Rt. NRP	\$249.00	\$65.00	\$1.25	\$314.00 per diem for 30 days (July 2-Aug 13)
Rt. KATZE	\$229.00	\$60.00	\$1.25	\$289.00 per diem for 20 days (July 9 – Aug 3)
Rt. HAW	\$239.00	\$55.00	\$1.25	\$294.00 per diem for 30 days (July 5 – Aug 15)
Rt. CCE	\$229.00	\$55.00	\$1.30	\$284.00 per diem for 39 days (July 2 – Aug 24)

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B. Action Items (Un-Budgeted)

1. That the Board accept the following donation:

NAME	DONATION	VALUE	USE
a. Mr. & Mrs. Brian Mooney, Noah's Ark Critter Care and Carriage Horses	A petting zoo that was set up at the school	N/A	Primary School Kindergarten Classes
b. Chris Hechtle	5 used books	\$13.00	Middle School Library

C. Old Business

D. New Business

XII. EXECUTIVE SESSION

WHEREAS, Chapter 231, PL. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive private session under certain limited circumstances, and,

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session, NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE MILLSTONE TOWNSHIP SCHOOL DISTRICT:

MEETING

- A. That it does hereby determine that it is necessary to meet in executive session on April 30, 2018, to discuss matters involving:
 - 1. Legal
 - 2. Negotiations
 - 3. Personnel

- B. That the matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion would take place at a public meeting.

XIII. NOTEWORTHY DATES:

May 25, 2018	Shortened Day
May 28, 2018	Schools Closed
May 30, 2018	BOE Mtg.; Student – Staff Recognition
June 11, 2018	BOE Mtg.
June 21, 2018	Middle School Graduation - 5pm
June 25, 2018	BOE Mtg.; CSA Evaluation; Board Self- Evaluation

XIV. ADJOURNMENT