

BOE Meeting 7/24/17

MEETING

7/24/17

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 2016-2017 BOE/District Goals and Objectives
September 11, 2017	BOE Meeting
September 25, 2017	BOE Meeting
October 9, 2017	BOE Meeting; <i>High School Transition</i> ; Legal Update
October 23, 2017	BOE Meeting; <i>Student Achievement Report-PARCC</i>
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;
January 22, 2018	BOE Meeting; <i>EVVRS Period 1 Report</i>
February 12, 2018^^	BOE Meeting; Budget Discussion; Mid- Year Staff Review
February 26, 2018	BOE Meeting; Budget Presentation
March 12, 2018	BOE Meeting; <i>Student Recognition</i> ; Budget Discussion/Preliminary Adoption;
March 26, 2018	BOE Meeting; <i>Budget Discussion</i>
April 9, 2018	BOE Meeting;
April 23, 2018	BOE Meeting; Public Budget Hearing
May 7, 2018^^	BOE Meeting; End of Year Staff Review
May 21, 2018	BOE Meeting; <i>Student and Staff Recognition (start earlier)</i>
June 11, 2018	BOE Meeting
June 25, 2018	BOE Meeting; CSA Evaluation; Board Self - Evaluation

*Other than a Monday

^^ Executive Session – 5:30pm

MILLSTONE TOWNSHIP SCHOOL DISTRICT

MEETING
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 2016-2017

1. Continue practicing strict, financial sustainability activities and adopt a fiscally responsible budget that includes funding for innovative programs designed to enhance student achievement within and beyond the school day.
2. Take a comprehensive look at full day kindergarten (FDK) with a cost/benefit analysis; comparing academic success associated with FDK; finding out exactly what FDK means in Millstone losing revenue and possible tax impact.
3. Continue efforts to work with the Legislature and other sending districts to develop legislation capping tuition increases of receiving districts at 2%.
4. Protect existing arrangements regarding high school choice and evaluate expansion of high school choices in a manner consistent with existing law.

DISTRICT GOALS 2016-2017

1. Review true costs and impacts of professional development. Identify ways for teachers to stay in the classrooms.
2. Provide a firm recommendation with options regarding the use of district facilities in relation to district enrollment.
3. Create a curriculum articulation committee between UFRSD and MTSD.
4. Continue to develop and promote a variety of effective communication strategies and the dissemination of information that will support a positive climate and culture, including revising the website (with community input) to address parent needs.
5. Fully implement Next Generation Science Standards, continue to build and actively explore opportunities for STEAM related cross-curricular hands on activities.

MEETING

Millstone Township Public Schools
Millstone Township, New Jersey

AGENDA: For the meeting of the Board of Education, Monday, July 24, 2017 at 7:00 P.M., in the Millstone Middle School 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 6, 2017 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

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 July 24, 2017, to discuss matters involving:

1. Legal
2. 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 meetings of June 20, 2017, June 26, 2017 and July 12, 2017.
- C. Old Business
- D. New Business
 - NJSBA Convention, October 23-27, 2017
Internal Deadline, Thursday, July 27, 2017.

IV. PRESENTATIONS

V. ADMINISTRATORS' REPORTS

Dr. Huss

- A. Superintendent's Report
 - 1. Enrollment Report, June 2017
 - 3. HIB Report, June, 2017

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

That the Board approve the HIB Report for the Month of June, 2017

- 3. Violence and Vandalism District Report (Period 2)

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4. HIB Self-Assessment

On the recommendation of the Superintendent of Schools the Board consider the following proposed motion:

That the Board approve the HIB Self-Assessments for the Primary, Elementary, and the Middle Schools.

5. Millstone Day, September 17, 2017

6. Personnel Exit Report

7. Security Drill Statement of Assurance

8. Board Planning Calendar

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

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- of a disorderly person when that person’s conduct interferes with the orderly progress of the meeting;
- 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 appointments according to the procedures set forth in NJSA 18A:67 et seq for the following personnel. Approval pending statutory requirements:

Name	Position	Salary/Stipend	Effective	Account #
a.Gail Pluchino	Before Care Professional for Preschool	Degree 1, Step 8, \$14.70/hr; up to 10 hr/week	September 1, 2017- June 30, 2018	11-105-100-106-080-01-0
	After Care Professional for Preschool			
b.Christianna White	Elementary School, Third Grade Teacher	BA Step 3, \$57,940	September 1, 2017- June 30, 2018	11-120-100-101-080-01-0
c.Kristin Magner	Primary School, K- Teacher	BA Step 2, \$57,340	September 1, 2017- June 30, 2018	11-110-100-101-080-01-0
d.Courtney Chandonnet	Instructional Aide, Elementary School	Degree 4, Step 1, \$17,195.00	September 1, 2017- June 30, 2018	11-213-100-106-060-00-0
e.Melissa Kaye	Elementary School, Third Grade Teacher, Long Term Replacement	BA Step 1, \$56,840, prorated	September 1, 2017- December 31, 2017	11-120-100-101-080-01-0
f.	Principal, Primary School		August 1, 2017- June 30, 2017	11-000-240-103-080-00-0

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2. That the Board ratify the following appointments according to the procedures set forth in NJSA 18A:67 et seq for the following personnel. Approval pending statutory requirements:

Name	Position	Salary/Stipend	Effective	Account #
Karen Bock	District AESOP Administrator	\$1,576	July 1, 2017- June 30, 2018	11-000-251-100-000-00-0

3. That the Board approve the following professional development for the 2016-2017 school year:

Date Submitted	Name	Workshop/Location	Date	Total Cost
July 6, 2017	Karen Barry	Monmouth & Ocean Counties FY2018 ESEA Consolidated Application TA/Brick Twp., Board of Ed	August 10, 2017	\$22.32
TOTAL				\$22.32

4. That the Board accept the resignation, *with regret*, of the following personnel:

Name	Position	Effective
Michael Coolidge	Supervisor of Buildings and Grounds	August 28, 2017

5. That the Board approve the attached Extracurricular Positions for the 2017-2018 School Year.
6. That the Board approve the attached professional development expenses for PD Summer Session 2017.

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7. That the Board approve the following mentor for 2017-2018 School Year:

Provisional Teacher	Position	Mentor	Effective
a.Erik Wall	Technology Teacher – Middle School	Linda Guzinski	2017-2018 School Year
b.Alan Brown	Special Education Teacher – Primary School	Donna Romano	September 1, 2017- January 30, 2018

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

Name	Position	Salary/Stipend	Effective	Account#
Kevin Byrnes	Staff Accountant	\$60,000; pro-rated	(fr) July 15, 2017- June 30, 2018 (to) August 28, 2017- June 30, 2018	11-000-251-100-02-01-00-0
	Professional Svcs to Roosevelt Public School	\$10,000 stipend; pro-rated	(fr) July 15, 2017- June 30, 2018 (to) August 28, 2017- June 30, 2018	

B. Old Business

C. New Business

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VIII. CURRICULUM & INSTRUCTION

Mrs. Riviello

A. Action Items

1. That the Board approve the Statement of Assurance for the Comprehensive Equity Plan Statement for the Monmouth County Board of Education.

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. Agenda for meeting on July 19, 2017

B. Board member questions on UF Representative Report

C. New Business

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XI. OPERATIONS

Mrs. Bailey

A. Action Items (Budgeted)

1. That the Board *ratify* budget transfers for May 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 treasurer’s reports for the month of May 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	4,155,858.13	N/A	1,822,386.13
11 Current Expense	N/A	1,278,063.59	N/A
12 Capital Outlay	N/A	N/A	N/A
Capital Reserve	2,492.25	N/A	0.00
20 Special Revenue Fund	37,132.92	104,707.47	N/A
30 Capital Projects Fund	2,510,463.24	2,536,187.53	N/A
40 Debt Service Fund	12,944.92	0.00	N/A

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60 Enterprise (Cafeteria) Fund	123,067.93	N/A	N/A
61 Enterprise (MPAC) Fund	191,076.96	N/A	N/A
62 Enterprise (Community Ed) Fund	(7,130.14)	N/A	N/A
63 Enterprise (Shoprite)	4,627.00	N/A	N/A
80/90 Trust and Agency Funds	116,074.67	N/A	N/A
Total	7,146,607.88	3,918,958.59	1,822,386.13

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 June 20, 2017 through July 17, 2017 in the amount of \$1,282,507.48.
 - b. Manual checks from June 1, 2017 through June 30, 2017 in the amount of \$618,459.26.

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4. That the Board ratify the transfers between the following bank accounts, in the following amounts, effective June 27, 2017:

Debit from:	Amount:
Payroll Net Account:	\$ 9,871.95

Credit to:	
Custodian Account:	\$10,004.62

Debit from:	Amount:
Unemployment Account:	\$ 3,061.95

Credit to:	
Payroll Agency Account:	\$ 3,061.95

5. That the Board ratify the transfers between the following bank accounts, in the following amounts, effective June 29, 2017:

Debit from:	Amount:
Custodian Account:	\$ 189,047.43

Credit to:	
Agency Account:	\$ 65,461.77
Payroll Account:	\$ 123,585.66

Debit from:	Amount:
Custodian Account:	\$ 64.33

Credit to:	
Agency Account:	\$ 64.33

Debit from:	Amount:
Performing Arts Center:	\$ 4,410.14

Credit to:	
Agency Account:	\$ 1,245.77
Payroll Account:	\$ 3,164.37

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Debit from:	Amount:
Agency Account:	\$ 1,962.29
Credit to:	
Unemployment Account:	\$ 1,962.29
Debit from:	Amount:
Custodian Account:	\$ 14,032.68
Credit to:	
Agency Account:	\$ 14,032.68
Debit from:	Amount:
Performing Arts Center:	\$ 337.38
Credit to:	
Agency Account:	\$ 337.38
Debit from:	Amount:
Agency Account:	\$ 127.09
Credit to:	
Flexible Spending Account:	\$ 127.09
Debit from:	Amount:
Agency Account:	\$ 73,730.68
Credit to:	Amount:
Custodian Account:	\$ 73,730.68
Debit from:	Amount:
Agency Account:	\$ 1,962.29
Credit to:	
Unemployment Account:	\$ 1,962.29

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6. That the Board ratify the attached tuition contract with the Educational Services Commission of New Jersey for the ESY June 26, 2017 through August 4, 2017.

7. That the Board ratify the attached tuition contract with The Garfield Park Academy for the 2016-2017 school year.

8. That the Board ratify the attached tuition contract with the Mary A. Dobbins School for the 2016-2017 school year.

9. That the Board ratify the attached tuition contract with the Mary A. Dobbins School for the 2017-2018 school year.

10. That the Board approve the School Staffing Agreement with Maxim Healthcare Services for the 2017-2018 school year.

11. That the Board ratify the attached tuition contract with the Ladacin Network for the 2017-2018 school year.

12. That the Board approve the attached settlement agreement with G.P. and C.S. o/b/o G.P.

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- 13. That the Board accept the June 2017 cafeteria financial report as follows:

June	Income	Expenses	Net Income/Loss
Month	\$ 57,856.67	\$ 54,543.68	\$ 3,312.99
Year to Date	\$406,850.06	\$393,756.00	\$ 13,094.06

- 14. That the Board approve Andrew Polo to provide consulting services, as needed, at the rate of \$50 per hour effective September 1, 2017 through December 31, 2017.
- 15. That the Board approve the revised tuition contract with the Colts Neck Board of Education for student G.A. for the 2017-2018 school year.
- 15. That the Board approve the following change orders by Two Brothers Contracting:

G.C. - 01	\$8,674.56
G.C. - 02	(\$66,525.00)
G.C. - 03	<u>\$30,851.64</u>
TOTAL	(\$26,998.80)

B. Action Items (Un-Budgeted)

- 1. That the Board approve the following discards:

ITEM	LOCATION	REASON
372 non fiction books	Middle School Library	Outdated/worn

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XII. EXECUTIVE SESSION (If needed)

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XIII. NOTEWORTHY DATES:

August 28, 2017	BOE Meeting
September 4, 2017	Labor Day
September 5, 6 2017	Professional Days
September 7, 2017	First Day for Students
September 11, 2017	BOE Meeting

XIV. ADJOURNMENT