

**1/28/19
BOARD PLANNING CALENDAR 2018-2019**

July 23, 2018	BOE Meeting; Personnel Exit Report; EVVRS Period 2 Report
August 27, 2018	BOE Meeting; District Goals and Objectives Discussion
September 11, 2018*^^	BOE Meeting;
September 24, 2018	BOE Meeting; Adoption of 2018-2019 BOE District Goals and Objectives
October 8, 2018	BOE Meeting; Student Achievement Report-PARCC
October 22, 2018	BOE Meeting;
October 23-25, 2018	NJSBA Convention
November 12, 2018	BOE Meeting
November 26, 2018	BOE Meeting;
December 10, 2018	BOE Meeting;
December 19, 2018	BOE Meeting
January 7, 2019	BOE Reorganization meeting; BOE Meeting; Audit Presentation
January 28, 2019^^	BOE Meeting; Mid-Year Staff Review
February 11, 2019#	BOE Meeting; Budget Discussion; Student Recognition; State of Schools
February 25, 2019	BOE Meeting; Budget Presentation;
March 11, 2019	BOE Meeting; Budget Discussion;
March 25, 2019	BOE Meeting; Budget Discussion/Preliminary Adoption
April 8, 2019	BOE Meeting;
April 29, 2019	BOE Meeting; Public Budget Hearing
May 13, 2019^^	BOE Meeting; End of Year Staff Review
May 29, 2019*	BOE Meeting;
June 10, 2019#	BOE Meeting; Student and Staff recognition
June 24, 2019	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 2018-2019

1. Explore the expansion of high school choices to provide specialized educational opportunities (courses of study) for all Millstone students in accordance with applicable law.
2. Evaluate the timing and need for a new District Strategic Plan and take appropriate next steps as needed.
3. Review the District's current use and integration of technology, and identify potential areas of need in light of implementing personalized, digital learning strategies.
4. Review current practices relating to MPAC/Community Education programs and implement such changes as may be necessary to ensure financial sustainability.
5. Continue to review and assess the district's safety and security plans, policies, procedures and practices to ensure efficiency, relevance, and effectiveness.

DISTRICT GOALS 2018-2019

1. Continue to identify and implement best instructional practices to personalize instruction and meet the individualized needs of all students.
2. Review and assess the district's progress toward goals established in the Strategic Plan and determine future course of action.
3. Utilize the "Future Ready Schools" evaluation tools to assess the district's plans and practices on implementation of personalized, research-based digital learning strategies.
4. Implement specifically targeted social-emotional learning initiatives to further promote a positive school climate, increase academic success, and prepare students to solve problems, manage emotions, and better communicate.

MEETING

Millstone Township Public Schools
Millstone Township, New Jersey

AGENDA: For the meeting of the Board of Education, Monday, January 28, 2019 at 6:00 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 22, 2019 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 January 28, 2019, to discuss matters involving:

MEETING

- 1. Legal
- 2. 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.

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 January 7, 2019.
- C. Old Business
 - Reaffirmation of the official School Board Election Results:

Full Three Year Term	# of Votes
Billy Hanson	2102
John Saxton	2025
Christine Reese	2199
John Sico, Jr.	1462

D. New Business

IV. ADMINISTRATORS REPORTS

Dr. Huss

- A. Superintendent's Report
 - 1. District Highlights
 - 2. Enrollment Report, December 2018
 - 3. Student Safety Data System Report (SSDS), Period 1

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- 4. 2019-2020 School Calendar Discussion/Approval
- 5. January 2019- School Board Recognition Month

RESOLUTION FOR SCHOOL BOARD RECOGNITION MONTH

WHEREAS, New Jersey’s public schools serve approximately 1.4 million children; and
WHEREAS, The educational goals for these districts are charted by local school boards, which serve as advocates for public education as they work with school administrators, teachers, parents and members of the community; and

WHEREAS, Boards of education provide accountability to the public, they communicate the needs of the school district to the community, and they convey to the school administration the public’s expectations for the district; and

WHEREAS, School board members devote countless hours to their communities and public education at no pay; and

WHEREAS, Local board members dedicate extraordinary amounts of time and effort to receive training and to communicate with state and federal lawmakers on behalf of their communities’ children; and

WHEREAS, The New Jersey School Boards Association has declared January 2019 to be School Board Recognition Month in New Jersey, a time when residents can acknowledge the contributions made by the state’s 5,000 local board of education members. Now, therefore, be it

RESOLVED, That the Monmouth County School Boards Association, an organization with the goal of enhancing the work of local school boards, commends the dedication of the local school board members in Monmouth County; and be it further

RESOLVED, That the Monmouth County School Boards Association encourages qualified citizens to consider serving on their local boards of education.

V. **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

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- 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;
 - 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.

VI. PERSONNEL

A. Action Items

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

1. That the Board ratify the 2018-2019 salaries of the attached employees due to negotiated contract.
 - a. Primary School
 - b. Elementary School
 - c. Middle School
 - d. Child Study Team
 - e. Secretary/Clerk-typist/Technology/Media Assistant
 - f. Instructional/Non-Instructional Aides
 - g. Buildings & Grounds

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

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Name	Position	Salary/Stipend	Effective	Account #
Keith Mercantini	Night Custodian	Step 1, \$37,211, prorated	February 19, 2019- June 30, 2019	11-000-262-100-060-00-00

3. That the Board ratify the appointments 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 #
Diane Maszera	Extracurricular Aide; Middle School, Before school Band	(fr)\$18.85/hr; Degree 3, Step 16; up to 75 hours (to)\$18.93/hr; Degree 3, Step 16 up to 75 hours	(fr) October 16, 2018- June 30, 2019 (to)January 10, 2019- June 30, 2019	11-401-100-100-100-040-00-0

4. That the Board ratify the following Professional Development for the 2018-2019 School Year:

Date Submitted	Name	Workshop/Location	Date	Total Cost
January 7, 2019	Jason Suleski	Legal and Ethical Issues in Working with Trans Youth/ Bordentown, NJ	January 9, 2019	\$129.00
TOTAL				\$129.00

5. That the Board approve the following Professional Development for the 2018-2019 School Year:

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Date Submitted	Name	Workshop/Location	Date	Total Cost
a. January 3, 2019	Florencia Norton	Legal Requirements and Emerging Issues Related to the Code of Student Conduct, Code of Conduct/ Monroe, NJ	February 1, 2019	\$150.00
b. January 4, 2019	Erica Scarnati	Using Guided Math to Differentiate Instruction/ Freehold, NJ	February 26, 2019	\$274.08
c. January 4, 2019	Christine Smith	Using Guided Math to Differentiate Instruction/ Freehold, NJ	February 26, 2019	\$274.08
d. January 4, 2019	Marianne Disick	NJSSNA Spring Conference/ Princeton, NJ	March 29 & 30, 2019	\$254.00
e. January 4, 2019	Lori Blazier	NJSSNA Spring Conference/ Princeton, NJ	March 29 & 30, 2019	\$254.00
f. January 8, 2019	Lisa Kennedy	Geometry Investigations with GeoGebra, Grades 2-5/Rutgers, New Brunswick	February 26, 2019	\$216.92
g. January 11, 2019	Allison Casais	Jennifer Serravallo Strategies and Structures for Teaching Reading and Writing, Livingston, NJ	February 28, 2019	\$285.70
h. January 13, 2019	Erik Wall	Assessing Learning in Project-Based Learning (PBL) Classrooms/ Piscataway, NJ	February 22, 2019	\$95.00
i. January 22, 2019	Gina Tomlinson	Mindfulness/ Colts Neck, NJ	February 20, 2019	\$0.00
j. January 22, 2019	Paul Baker	MC3-RTI Articulation/	February 6, 2019	\$0.00

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		Fair Haven, NJ		
k.January 23, 2019	Nicole Meyrick	Mindful Schools: Difficult Emotions, online	February 8, 2019- March 15, 2019	\$125.00
l.January 23, 2019	Patricia Santos	MC3 Reading Specialist Consortium Meeting; Eatontown Memorial Middle School	March 20, 2019	\$0.00
TOTAL				\$1,928.78

6. That the Board ratify the following leave:

Name	Position	Leave	Effective
a.Patricia Lorton	Special Education; Elementary School	FMLA	January 8-11, 2019
b.Beth Topinka	STEM/Science; Elementary School	FMLA	January 9, 17, 22, 23, 2019

7. That the Board approve the following leave:

Name	Position	Leave	Effective
Colleen Boyler	Instructional Aide, Middle School	FMLA	February 6, 2019- May 3, 2019

FYI- 9 sick days, 30 Sick Bank, 16 unpaid

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- 8. That the Board approve the following personnel for Curriculum Writing for 2018-2019:

Name	PD	Hours	Total	Account #
a.Kerri DiSanzo	8th Grade Social Studies Curriculum Writing	7 hours@37.43	\$262.01	11-000-223-104-00-00-00-C
b.Robert Williams	8th Grade Social Studies Curriculum Writing	7 hours@37.43	\$262.01	11-000-223-104-00-00-00-C

- 9. That the Board approve the following teacher observation:

University	Student	Dates	Cooperating Teacher	School
a.TCNJ	Victoria Guida	January 29,2019- March 29, 2019	Emily Lurie	Elementary School
b.Brookdale Community College	Jaclyn Gellman	January 29, 2019- May 31, 2019	Melissa Keogh/ Alicia Minerva	Primary School

- B. Old Business
- C. New Business

VII. CURRICULUM & INSTRUCTION

Mrs. Bailey

- 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 field trip site for the 2018-2019 School Year:
 - a. Liberty Science Center, Jersey City, NJ; Elementary School, Grade 5

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- b. The College of New Jersey, Ewing, NJ; Middle School, Technology Students Association (TSA)

B. Old Business

C. New Business

VIII. POLICY

Mr. McGovern

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 revised Bylaw:
 - B0141.1 Board Member and Term- Sending District

- 2. That the Board approve the following revised Policies:
 - P2415.06 Unsafe School Choice Option
 - P5600 Student Discipline/Code of Conduct
 - P5611 Removal of Students for Firearms Offenses
 - P5612 Assaults on District Board Members or Employees
 - P5613 Removal of Students for Assaults with Weapon Offenses
 - P6150 Tuition Income
 - P8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses

- 3. That the Board approve the following revised Regulations:
 - R2460.8 Special Education - Free & Appropriate Public Education
 - R5530 Substance Abuse
 - R5600 Student Discipline/Code of Conduct
 - R5611 Removal of Students for Firearms Offenses
 - R5612 Assaults on District Board Members or Employees
 - R5613 Removal of Students for Assaults with Weapon Offenses
 - R8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses

B. Old Business

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C. New Business

IX. UFRSD REPRESENTATIVE REPORT

Mr. Hanson

- A. UFRSD Agenda for January 16, 2019
- B. UF Representative Report for January 16, 2019

X. OPERATIONS

Mr. Casale

- A. Action Items (Budgeted)
 - 1. That the Board *ratify* budget transfers for November 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 reports for the month of November and certification, after closure, and direct that they be attached to and made part of the minutes of this meeting.

Account	Cash Balance	Appropriation Balance	Fund Balance
10 General Current Expense Fund	5,854,072.58	N/A	2,057,829.74
11 Current Expense	N/A	1,685,252.88	N/A
12 Capital Outlay	N/A	17,152.77	N/A
Capital Reserve	2,494.19	N/A	N/A
20 Special Revenue Fund	(9,140.50)	239,148.50	N/A
30 Capital Projects Fund	972,776.84	-0-	1,015,079.04

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40 Debt Service Fund	2,457.00	-0-	-0-
60 Enterprise (Cafeteria) Fund	64,470.54	N/A	N/A
61 Enterprise (MPAC) Fund	164,560.32	N/A	N/A
62 Enterprise (Community Ed) Fund	(46,487.87)	N/A	N/A
63 Enterprise (Shoprite)	8,268.55	N/A	N/A
80/90 Trust and Agency Funds	85,106.12	N/A	N/A
Total	7,098,577.77	1,941,554.15	3,072,908.78

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 December 4, 2018 through January 21, 2019 in the amount of \$1,751,805.44.
 - b. Manual checks from December 1, 2018 through December 31, 2018 in the amount of \$ 484,728.86.
4. That the Board ratify the attached shared services agreement with the Borough of Roosevelt regarding maintenance services for the 2018-2019 school year.
5. That the Board approve the attached revised Memorandum of Agreement between Education and Law Enforcement Officials.

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- 6. That the Board ratify the attached shared services agreement with the Township of Millstone for the Resale of Rock Salt as part of a community resale system.

- 7. That the Board accept the December 2018 cafeteria financial report as follows:

DECEMBER	Income	Expenses	Net Income/Loss
Month	\$ 37,217.28	\$ 35,916.74	\$ 1,300.54
Year to Date	\$163,340.23	\$156,659.98	\$ 6,680.25

B. Action Items (Un-Budgeted)

- 1. That the Board accept the following donations

NAME	DONATION	VALUE	USE
a. The Fabisch Family	55 used books	\$164.00	Middle School Library
b. Linda Parker	22 used books	\$53.00	Middle School Library
c. Gumdrop Books	5 new books	\$124.75	Middle School Library
d. Marianne Disick	5 used books	\$13.00	Middle School Library
e. Debbie McCormick	5 new books	\$85.95	Middle School Library
f. Mr. Ali Kiazimov & Family	224 “ifrogz little rockerz” headphones	\$5,597.76	Primary School Classrooms

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g. Life Touch Studios	Fall Commission Check	\$1,742.00	Primary School Life Touch Grant
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C. Old Business

D. New Business

XI. EXECUTIVE SESSION

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XII. NOTEWORTHY DATES:

February 11, 2019	BOE Mtg.; Budget Discussion; Student Recognition
February 15, 2019	Schools Closed for Students; Professional Day
February 18, 2019	Schools Closed, Presidents' Day
February 21, 2019	Shortened Day for All Students; P/T Conferences
February 25, 2019	BOE Mtg.; Budget Presentation

XIII. ADJOURNMENT