

MEETING

3/25/19

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
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; Audit Presentation
March 11, 2019	BOE Meeting; Budget Discussion/Preliminary Adoption
March 25, 2019	BOE Meeting; Budget Discussion
April 8, 2019	BOE Meeting; Budget Discussion
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, March 25, 2019 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 12, 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 March 25, 2019, to discuss matters involving:

BOE - Meeting 3/25/19

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 March 11, 2019.
- C. Old Business
- D. New Business

IV. ADMINISTRATORS REPORTS

Dr. Huss

- A. Superintendent's Report
 1. District Highlights
 2. Enrollment Report, February 2019

V. PRESENTATIONS

- A. Budget Discussion

Mr. Biesiada, Dr. Huss

VI. PUBLIC COMMENTS AS PER BOARD BYLAW 0167

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

MEETING

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;
 - 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 ratify the following leave:

Name	Position	Leave	Effective
a. Patricia Lorton	SPED; Elementary School	FMLA	March 11, 2019

MEETING

b. Beth Topinka	STEAM; Elementary School	FMLA	March 11, 12, 19, 20, 2019
c. Michele Nixon	Math; Elementary School	FMLA	March 12, 2019

2. That the Board approve the following leave:

Name	Position	Leave	Effective
a. Maria Russo	Instructional Aide, Primary School	Unpaid	April 17, 18, 2019
b. Julianne Hilbert	Instructional Aide, Primary School	Unpaid	May 7, 2019
c. Kayla Fluta	Special Education; Elementary School	FMLA	June 3, 2019- June 21, 2019

3. 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	Account #
Giovanna Barbitta	Substitute Before/After Care Professional for Preschool	Degree 1, Step 5, \$ 16.84/hr; Up to 10 hr/wk	March 26, 2019- June 30, 2019	11-000-217-100-080-00-0

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

Date Submitted	Name	Workshop/Location	Date	Total Cost
a. March 8, 2019	Louise Picaroni	Complex Trauma in Children/Rutgers, New Brunswick, NJ	April 30, 2019	\$146.05
b. March 15, 2019	Daniel Locandro	National Art Standards Conference/Monroe, NJ	May 6, 2019	\$167.00

MEETING

c.March 17, 2019	Lindsay Perine	2019 Annual School Counselor Conference/Kean University	April 12, 2019	\$80.00
d.March 18, 2019	Bernard Biesiada	New Jersey Self Insurers Spring Conference/Atlantic City, NJ	May 8, 9, & 10, 2019	\$240.18
e.March 20, 2019	Lisamarie Cappuzzo	National Arts Standards Conference/Monroe, NJ	May 6, 2019	\$149.00
f.March 20, 2019	Heather Philhower	National Arts Standards Conference/Monroe, NJ	May 6, 2019	\$149.00
g.March 21, 2019	Cheri Golub	5th Annual Literacy Conference/TCNJ; Ewing, NJ	April 12, 2019	\$125.00
TOTAL				\$1,056.23

5. 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	Account #
Amanda Panariello	Home Instruction Program	\$37.43/hour up to 10 hours/wk	March 11,2019- June 30, 2019	11-150-100-101-000-00-C

6. That the Board approve the substitute rate of \$30/hour for specialization certification.

7. That the Board ratify the following stipend due to negotiated contract:

Name	Position	Stipend	Effective
Robert Coleman	Head Night Custodian	\$ 3,152	July 1, 2019- June 30, 2019

MEETING

- B. Old Business
- C. New Business

VIII. 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 2019-2020 School Year:
 - a. Camp Fairview, Stillwater, NJ; Middle School, 6th grade
 - b. ShopRite, Freehold, NJ; Middle School, LLD Cass

B. Old Business

C. New Business

IX. 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 Policies:

- P5337 Service Animals
- P5756 Transgender Students
- P7440 School District Security
- P8561 Procurement Procedures for School Nutrition Programs

- 2. That the Board approve the following revised Regulation:

- R7449 School District Security

MEETING

- B. Old Business
- C. New Business

X. UFRSD REPRESENTATIVE REPORT

Mr. Hanson

- A. UFRSD Agenda for March 13, 2019 & March 20, 2019
- B. UF Representative Report for March 13, 2019 & March 20, 2019

XI. OPERATIONS

Mr. Casale

- A. Action Items (Budgeted)
 - 1. That the Board *ratify* budget transfers for January 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 January 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	1,146,208.30	N/A	2,057,829.74
11 Current Expense	N/A	1,604,384.89	N/A
12 Capital Outlay	N/A	12,221.77	N/A
Capital Reserve	2,494.19	N/A	N/A
20 Special Revenue Fund	40,403.97	225,444.62	N/A

BOE - Meeting 3/25/19

MEETING

30 Capital Projects Fund	974,421.66	-0-	1,015,079.04
40 Debt Service Fund	-0-	-0-	108.22
60 Enterprise (Cafeteria) Fund	69,492.19	N/A	N/A
61 Enterprise (MPAC) Fund	172,820.24	N/A	N/A
62 Enterprise (Community Ed) Fund	(43,300.20)	N/A	N/A
63 Enterprise (Shoprite)	8,163.33	N/A	N/A
80/90 Trust and Agency Funds	82,493.11	N/A	N/A
Total	2,453,196.79	1,842,051.28	3,073,017.00

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 February 19, 2019 through March 18, 2019 in the amount of \$1,425,447.43.
 - b. Additional manual checks from January 1, 2019 through January 31, 2019 in the amount of \$494,880.18.
 - c. Manual checks from February 1, 2019 through February 28, 2019 in the amount of \$523,129.20,

4. That the Board ratify the transfers between the following bank accounts, in the following amounts, effective March 15, 2019:

MEETING

Debit from: Amount:
Custodian Account: \$ 781,277.15

Credit to:
Agency Account: \$ 308,519.36
Payroll Account: \$ 472,757.79

Debit from: Amount:
Custodian Account: \$ 464.95

Credit to:
Agency Account: \$ 464.95

Debit from: Amount:
Performing Arts Center: \$ 4,028.52

Credit to:
Agency Account: \$ 1,086.33
Payroll Account: \$ 2,942.19

Debit from: Amount:
Agency Account: \$ 56,445.45

Credit to:
Custodian Account: \$ 56,445.45

Debit from: Amount:
Agency Account: \$ 308.18

Credit to:
Custodian Account: \$ 308.18

Debit from: Amount:
Agency Account: \$ 439.17

Credit to:
Performing Arts Center: \$ 439.17

5. That the Board accept the February 2019 cafeteria financial report as follows:

MEETING

FEBRUARY	Income	Expenses	Net Income/Loss
Month	\$ 41,135.61	\$ 36,627.58	\$ 4,508.03
Year to Date	\$260,234.57	\$243,781.86	\$ 16,452.71

6. That the Board ratify the attached tuition contract with the Children’s Center of Monmouth County.

7. That the Board ratify the attached Transportation Agreement with the Upper Freehold Regional Board of Education for the 2018-2019 school year.

8. That the Board approve the attached Settlement Agreement between the parents of Student #11592 and the Millstone Twp. Board of Education.

B. Action Items (Un-Budgeted)

1. That the Board accept the following donation:

NAME	DONATION	VALUE	USE
a.The Rosiello Family	50 books	\$50	Primary School Library

C. Old Business

D. New Business

MEETING

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XIII. NOTEWORTHY DATES:

April 8, 2019	BOE Mtg./Budget Discussion
April 19-26, 2019	Schools Closed, Spring Recess
April 29, 2019	BOE Mtg.; Public Budget Hearing
May 2-3, 2019	NJ Student Learning Assessment
May 6-8, 2019	NJ Student Learning Assessment
May 13, 2019	BOE Mtg.; End of Year Staff Review

XIV. ADJOURNMENT