

BOE - Meeting 9/24/18

## MEETING

9/24/18

### 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;
January 7, 2019	BOE Reorganization meeting; BOE Meeting
January 28, 2019**@	BOE Meeting; Mid-Year Staff Review; State of Schools
February 11, 2019#@	BOE Meeting; Budget Discussion; Student Recognition
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

@ To be Board Approved

## 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, September 24, 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 September 24, 2018, to discuss matters involving:

1. Legal
2. Negotiations

**MEETING**

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.

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 September 11, 2018.
- C. Old Business
- D. New Business

IV. BOARD BUSINESS

- A. On the recommendation of the Superintendent of Schools, the Board consider the following proposed motion:
  - 1. That the Board approve the attached Board and District Goals

V. ADMINISTRATORS REPORTS

Dr. Huss

- A. Superintendent's Report
  - 1. District Highlights
  - 2. Back to School Nights
  - 3. Old Business
    - EVVR Report

VI. PUBLIC COMMENTS AS PER BOARD BYLAW 0167

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

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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 approve the following substitutes for the 2018-2019 School Year:

Name	Position	Salary	Effective
Anthony Marra	Substitute Teacher	\$ 92.50/day	2018-2019 School Year
	Substitute Instructional Aide	\$ 62.00/day	

**MEETING**

2. That the Board approve the following professional development for the 2018-2019 School Year:

<b>Date Submitted</b>	<b>Name</b>	<b>Workshop/Locati on</b>	<b>Date</b>	<b>Total Cost</b>
a.September 12, 2018	Caitlin Beltran	Autism NJ Conference/Atlantic City, NJ	October 18, 2018	<b>\$500.00</b>
b.September 13, 2018	Daniel Locandro	Art Educators OF NJ Fall Conference/Long Branch, NJ	October 1 & 2, 2018	<b>\$205.00</b>
c.September 14, 2018	Melissa Riviello	NJSBA Convention, Atlantic City, NJ	October 23, 2018- October 25, 2018	<b>\$782.37</b>
d.September 14, 2018	Cynthia Bailey	NJSBA Convention, Atlantic City, NJ	October 23, 2018- October 25, 2018	<b>\$782.37</b>
e.September 14, 2018	John Sico, Jr.	NJSBA Convention, Atlantic City, NJ	October 23, 2018- October 25, 2018	<b>\$782.37</b>
f.September 14, 2018	David DePinho	NJSBA Convention, Atlantic City, NJ	October 23, 2018	<b>\$464.37</b>
g.September 14, 2018	Kevin McGovern	NJSBA Convention, Atlantic City, NJ	October 23, 2018	<b>\$464.37</b>
h.September 14, 2018	Billy Hanson	NJSBA Convention, Atlantic City, NJ	October 24, 2018	<b>\$464.37</b>
i.September 14, 2018	Peter Bonafide	NJSBA Convention, Atlantic City, NJ	October 23, 2018- October 24, 2018	<b>\$353.74</b>

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j.September 14, 2018	Bernard Biesiada	NJSBA Convention, Atlantic City, NJ	October 23, 2018- October 25, 2018	<b>\$466.37</b>
k.September 14, 2018	Christopher Huss	NJSBA Convention, Atlantic City, NJ	October 23, 2018- October 25, 2018	<b>\$782.37</b>
l.September 14, 2018	Nancy Oliva	NJSBA Convention, Atlantic City, NJ	October 24, 2018	<b>\$464.37</b>
m.September 14, 2018	Chris Hechtle	NJSBA Convention, Atlantic City, NJ	October 24, 2018	<b>\$464.37</b>
n.September 18, 2018	Patrick Sullivan	NJSBA Convention, Atlantic City, NJ	October 24, 2018	<b>\$464.37</b>
<b>TOTAL</b>				<b>\$7,440.81</b>

3. That the Board approve the following volunteers for the district:

<b>Name</b>	<b>Effective</b>
a .Selda Walkley	2018-2019 School Year
b. Michael Wilson	2018-2019 School Year
c.Melody Appel	2018-2019 School Year
d.Jennifer Connolly	2018-2019 School Year
e.James Pecorale	2018-2019 School Year

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4. That the Board approve the following leave:

<b>Name</b>	<b>Position</b>	<b>Leave</b>	<b>Effective</b>
a.Michele Nixon	Middle School, Math	Unpaid (FMLA)	September 14, 2018
b.Caryn Ziner	Primary School, Non-Instructional Aide	Unpaid	September 25,26,28,2018 October 1, 2, 3, 2018
c.Beth Topinka	Elementary School, STEAM Teacher	Intermittent FMLA	2018-2019 School Year

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

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Diane Maszera	Elementary School, Non-instructional Aide	October 3, 2018

6. That the Board approve the Extracurricular position title change for the following personnel:

<b>Name</b>	<b>Position</b>
a.Megan Banks	(fr) Cheerleading Advisor (to)Cheerleading/Dance Team Advisor
b.Jill Kaye	(fr) Cheerleading Co-Advisor (to)Cheerleading/Dance Team Advisor

7. That the Board approve the attached Extracurricular positions for the 2018-2019 School Year.



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8. That the Board ratify the following Professional Development expenses for the PD Summer Session 2018:

Teacher	Summer PD	Hours/Rate	Pay	Account #
Meghan Olah	Developing Benchmark Assessments (4th Grade)	10 hours/\$36.96	\$369.60	11-000-223-104-00-00-00-C

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

Teacher	Summer PD	Hours/Rate	Pay	Account #
a.Edward Bittner	7th Grade Curriculum Writing	10 Hours/\$36.96	\$369.60	11-000-223-104-00-00-00-C
b.Rachel Moriarty	7th Grade Curriculum Writing	10 Hours/\$36.96	\$369.60	11-000-223-104-00-00-00-C
c.Erica Scarnati	LA Curriculum Writing	5 Hours/\$36.96	\$184.80	11-000-223-104-00-00-00-C
<b>TOTAL</b>			<b>\$924.00</b>	

10. That the Board approve the following field experience for the 2018-2019 School Year:

University	Student	Dates	Cooperating Teacher	School
Fairleigh Dickinson University	Christine Kenny	January 2, 2019- January 18, 2019	Jaime Golizio	Middle School

11. 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 #
a.Kristen Elbasan	Non-Instructional Aide-Café, Elementary School	Step 1; \$12.80/hr; 2.5 hrs/day; 172 days	September 25, 2018- June 30, 2018	11-000-262-107-060-00-0

**MEETING**

- B. Old Business
- C. New Business

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 following field trip site for the 2018-2019 school year:
    - a. Grounds for Sculpture, Hamilton, NJ; Middle School, 8th Grade Art Club
    - b. Adventure Aquarium, Camden, NJ; Elementary School, Grade 3
    - c. Battleship New Jersey Museum/Memorial; Middle School, 7th grade
    - d. MCVSD Career Center, Freehold, NJ; Middle School, LLD
    - e. Nicholas Music Center/Mason Gross School of the Arts;  
New Brunswick, NJ; Middle School, Chorus
    - f. AMC Movies, Freehold, NJ; Middle School, SPED 6th-8th
    - g. The College of New Jersey, Ewing, NJ; Middle School, Student Council;

- B. Old Business
- C. New Business

IX. POLICY

Mr. McGovern

- A. Action Items

**MEETING**

B. Old Business

C. New Business

X. OPERATIONS

Mr. Casale

A. Action Items (Budgeted)

1. That the Board *ratify* budget transfers for July 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 July 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	1,247,779.07	N/A	2,057,829.74
11 Current Expense	N/A	27,051,818.76	N/A
12 Capital Outlay	N/A	154,890.30	N/A
Capital Reserve	2,493.68	N/A	N/A
20 Special Revenue Fund	236,126.82	508,101.76	N/A
30 Capital Projects Fund	970,753.33	-0-	1,015,079.04
40 Debt Service Fund	(1,115,630.85)	-0-	108.22
60 Enterprise (Cafeteria) Fund	37,028.68	N/A	N/A

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61 Enterprise (MPAC) Fund	144,034.93	N/A	N/A
62 Enterprise (Community Ed) Fund	(39,097.03)	N/A	N/A
63 Enterprise (Shoprite)	7,332.27	N/A	N/A
80/90 Trust and Agency Funds	83,200.91	N/A	N/A
<b>Total</b>	<b>1,574,021.81</b>	<b>27,714,810.82</b>	<b>3,073,017.00</b>

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 August 21, 2018 through September 17, 2018 in the amount of \$1,685,368.53.
  - b. Manual checks from August 1, 2018 through August 31, 2018 in the amount of \$486,166.71.
  
4. That the Board ratify the attached tuition contract with The Children’s Center of Monmouth County, Inc. for the 2018-2019 school year.
  
5. That the Board ratify the attached tuition contract with The New Road School of Somerset for the 2018-2019 school year.
  
6. That the Board ratify the attached tuition contract with The Hawkswood School for the 2018-2019 school year.

**MEETING**

7. That the Board ratify the following transportation routes for the 2018-2019 ESY:

<b>CONTRACTOR: MOESC</b>				
<u>ROUTE</u>	<u>DESTINATION</u>	<u>PER DIEM</u>	<u>DAYS</u>	<u>COST</u>
L087	New Road/Somerset	\$ 228.94	12	\$ 2,747.28
L024	Collier	\$ 78.60	30	\$ 2,358.00
7373	CPC Adolescent	\$ 222.61	1	\$ 222.61
7373	CPC Adolescent	\$ 111.31	24	\$ 2,671.44
8003	Mercer Jr/Sr HS	\$ 371.36	25	\$ 9,284.00
L142	Garfield Park Acad	\$ 178.30	12	\$ 2,139.60
L110	Garfield Park Acad	\$ 288.81	20	\$ 5,776.20
L099	CPC Elementary	\$ 135.04	25	\$ 3,376.00
L113	Ocean Academy	\$ 164.58	30	\$ 4,937.40
		<b>TOTAL</b>		<b>\$ 33,512.53</b>

8. That the Board ratify the attached agreement with Horizon Healthcare Staffing for substitute nurses as needed for the 2018-2019 school year.

B. Action Items (Un-Budgeted)

1. That the Board accept the following donations

<b>NAME</b>	<b>DONATION</b>	<b>VALUE</b>
a. The Blitz Family	90 books	\$130.00
b. The Bailey Family	8 new books	\$71.92
c. The DeRose Family	3 new books	\$24.97

## MEETING

2. That the Board approve the sale of 51 Algebra books and 25 Geometry books to Big East Books in the amount of \$709 as per the attached quote.

- C. Old Business
- D. New Business

### XI. EXECUTIVE SESSION

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  3. Personnel
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### XII. NOTEWORTHY DATES:

September 27, 2018 Elementary School BTSN, early dismissal

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October 8, 2018

October 8, 2018

October 22, 2018

October 23-25, 2018

## **MEETING**

BOE Mtg.; Student Achievement Report-PARCC

No School for Students; Professional Day

BOE Mtg.

NJSBA Convention

## XIII. ADJOURNMENT