

WORK SESSION MEETING MINUTES

Date: Monday, October 2, 2017

Time: 7:00PM

Location: Joyce Kilmer– Media Center

I. CONVENE MEETING – PUBLIC PORTION

A. Meeting Convened in Media Center – Time:

B. Flag Salute

C. Read: Open Public Meeting Act Notice

D. Read: Mission Statement:

The Milltown School District, in collaboration with family and community, is committed to academic excellence for all students. We aspire to develop confident, lifelong learners who will succeed in a diverse and changing world.

We pledge equal access to a learning environment for all students and employees that supports diversity and equality regardless of race, color, religion, gender, sexual orientation, age, national origin, or disability.

E. Roll Call of Board Members:

Roll Call – Board Members:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Carl Schneider, Jennifer Spisso, Trina Mehr-V.P., Bill Petscavage-Pres.

Absent: Carolyn Viola

Others Present:

Dr. Stephanie Brown-Supt., Ms. Norma Tursi-BA

II. RECOGNITION

National Principals' Month

WHEREAS, schools inspire the next generation of professionals, political leaders, artists, educators, and others who contribute to a healthy and prosperous society; and

WHEREAS, principals are responsible for providing instructional leadership and professional management in our schools; and

WHEREAS, principals set the academic tone for their schools and work collaboratively with teachers to develop and maintain high curriculum standards, set performance goals and objectives and ensure high quality instruction; and

WHEREAS, principals are dedicated to their students' ongoing academic and intellectual development. Principals work to provide a positive support system to empower their students and to give them the right tools they need to succeed; and

WHEREAS, school principals are responsible for the safety of their students and staff and the security of the school; and

WHEREAS, principals maintain student discipline carrying out a philosophy of discipline that includes setting high standards, providing the support students need, and demanding the best of them; and

WHEREAS, principals are key to implementing state and federal education reforms in New Jersey; and

WHEREAS, principals lead the way in making schools accountable to students, parents, the community; and other stakeholders. Each principal is responsible for fostering a dynamic partnership between the community and the school in order to create a positive learning environment for students; and

WHEREAS, the month of October 2017 has been declared “National Principals’ Month” and is dedicated to recognizing the significant contributions of our nation’s principals and the enthusiasm they have for providing quality educational experiences and guidance to their students; and

WHEREAS, the Milltown Board of Education recognizes and appreciates the skills, dedication, and commitment of Milltown principals and the challenges they face daily;

NOW, THEREFORE, BE IT RESOLVED that the Milltown Board of Education recognizes the month of October 2017 as “National Principals’ Month” and honors the contributions of the Milltown Principals by supporting the goals and ideals of “National Principals’ Month”.

III. PRESENTATION

Responsive Classroom by Jaclyn Citro

IV. ADMINISTRATIVE REPORTS

A. SBA’s Report

- District Audit

B. Superintendent’s Report

- Parking signs
- In-service day activities
- School Crisis Team meeting
- Security for Haunted River Walk

V. A. Committee Chairpersons’ Reports:

➤ Curriculum and Instruction

Dawn Milburn, Chairperson
-No Report

➤ Finance and Facilities

Jim Lloyd, Chairperson
-No Report

➤ Grants & HIB

Dawn Milburn, Chairperson
-No Report

➤ Negotiations

Carl Schneider, Chairperson
-The board committee is meeting October 3rd at 6:00 PM

➤ Personnel and Management

JoAnne Demetrio, Chairperson
-No Report

➤ Public/Professional Relations & Strategic Planning

Trina Mehr, Chairperson
-Strategic Plan benchmarks are due on October 6th

➤ **Technology**

Carolyn Viola, Chairperson

-Committee meeting was postponed to a later date

➤ **Bi-District**

Bill Petscavage, Chairperson

-No Report

B. Liaison Reports:

- Legislation: Jim Lloyd
-Update on Legislation
- Mayor and Town Council: Christa Hannon
-No Report
- Educational Services Commission of NJ: Bill Petscavage
-No Report
- Milltown Education Foundation: Carolyn Viola
-Octoberfest was a great event
-Clothing Drive on November 7th
- Milltown Parent/Teacher Association: JoAnne Demetrio
-General meeting is October 10th
-Harlem Wizards are November 30th
- National, NJ and Middlesex County School Boards Associations: Jennifer Spisso
-Atlantic City Workshop
- Spotswood Public Schools' Board of Education: Dawn Milburn
-No Report

VI. FIRST PUBLIC COMMENT PORTION – Specific to Pending Motions.

- Citizen's Name: None
- Citizen's Address:
- Citizen's Comments:

VII. SUPERINTENDENT'S RECOMMENDATIONS:

The resolutions and motions, which follow, have been reviewed and recommended by the Superintendent of Schools, for approval by the Milltown Board of Education.

A. Curriculum and Instruction

Dawn Milburn, Chairperson

NO MOTIONS AT THIS TIME

B. Finance and Facilities

Jim Lloyd, Chairperson

Chairperson’s Statement: “Recommend the Motions and Resolutions as outlined in Finance and Facilities, Numbers 1 through 3 ”

Motion By: JoAnne Demetrio Seconded By: Dawn Milburn

1. ...Approve the following travel requests for Board members and staff in accordance with State Office of Management and Budget (OMB) Travel Circular:

Name	Event	Location/Date	Projected Travel Expenses
a) L. Beniaminson	Literacy Symposium	W. Long Branch, NJ 10/20/2017	Approx. 66 Mi.; \$100/Fee
b) B. DeFalco c) L. Schultes d) W. Zahorchak	Reading & Writing Annual Conferences	New Brunswick, NJ 10/27/2017	Approx. 10 Mi.; \$180/Fee
e) L. Thompson	Guided Math Conference	New Brunswick, NJ 11/28/2017	Approx. 10 Mi.; \$259/Fee
f) A. Francisco	Developing Number Concept And Number Sense K-2	New Brunswick, NJ 12/8/2017	Approx. 10 Mi.; \$205/Fee

2. ...Approve the payment of the items on the Accounts Payable Bill List dated October 2, 2017.

3. ...Approve the Payroll Bill List dated September 30, 2017.

President’s Statement: “Move to accept the Motions and Resolutions as outlined in Finance and Facilities, Numbers 1 through 3 .”

Finance and Facilities – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Carl Schneider, Jennifer Spisso, Trina Mehr-V.P., Bill Petscavage-Pres.

Carried by a roll call vote of Yes 8 No 0 Abstentions 0

C. Personnel and Management

JoAnne Demetrio, Chairperson

Chairperson’s Statement: “Recommend the Motions and Resolutions as outlined in Personnel and Management, Numbers 1 through 5 ”

Motion By: James Lloyd Seconded By: Christa Hannon

1. ...Accept the ordinary disability retirement for Lauren Cox Salerno Polanco effective June 1, 2017. We wish Mrs. Polanco all the best in her retirement.

2. ...Accept retirement and resignation from the following staff:
 a) Ellen Wodeshick, Aide/Para, effective 9/20/2017 (retirement)
 b) Laura Williams, Lunch Aide, effective 10/9/2017 (resignation)

3. ...Approve the following policies for 2nd reading and adoption.
 a) Policy 1250 *Visitors*
 b) Policy 1330 *Use of School Facilities*

- c) Policy 3515.2 *Parking*
- d) Policy 5141.6 *School Clearance Following Crisis Situation*
- e) Policy 6174 *Home Schooling*

4. ...Approve a Crisis Intervention Team consisting of the School Principal, Director of Student Support Services, School Nurse, and a School Counselor. The Crisis Intervention Team will be committed to responding to mental health situations.
5. ...Approve the college student to complete required observation hours.
 - a) Denice Michalchuk – cooperating teacher Megan Rademacher

President’s Statement: “**Move to accept the Motions and Resolutions as outlined in Personnel and Management, Numbers 1 through 5.**”

Personnel and Management – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Carl Schneider, Jennifer Spisso, Trina Mehr-V.P., Bill Petscavage-Pres.

Carried by a roll call vote of Yes 8 No 0 Abstentions 0

D. Public Relations

Trina Mehr, Chairperson

Chairperson’s Statement: “**Recommend the Motions and Resolutions as outlined in Public Relations, Number 1.**”

Motion By: JoAnne Demetrio Seconded By: James Lloyd

1. ...Acknowledge receipt of the Harassment, Intimidation and Bullying Report for the period 9/18/17 through 9/28/17.

President’s Statement: “**Move to accept the Motions and Resolutions as outlined in Public Relations, Number 1.**”

Public Relations – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Carl Schneider, Jennifer Spisso, Trina Mehr-V.P., Bill Petscavage-Pres.

Carried by a roll call vote of Yes 8 No 0 Abstentions 0

VIII. SECOND PUBLIC COMMENT PORTION - GENERAL

- **Citizen’s Name:** None
- **Citizen’s Address:**
- **Citizen’s Comments:**

IX. WRAP UP TOPICS

- The board wishes Ellen Wodeshick well
- Thank you to Jackie Citro for the presentation
- Thank you to our Principals
- Thank you to committee members for participating in Crisis Management

X. ADJOURNMENT

Moved By: JoAnne Demetrio Seconded By: James Lloyd Time: 8:45 PM

Respectfully submitted,

A handwritten signature in blue ink that reads "Norma M. Tursi". The signature is written in a cursive style.

Norma M. Tursi
Board Secretary