

BOARD OF EDUCATION MEETING MINUTES

Date: Monday, November 19, 2018
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, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-V.P., Bill Petscavage-Pres.

Others Present:

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

II. PRESENTATION

Harassment, Intimidation & Bullying 2017-2018 Survey Results
by
Dr. Paula Rodriguez-Rust

III. APPROVAL OF MINUTES

Motion By: JoAnne Demetrio **Seconded By:** James Lloyd

October 22, 2018	Regular Session
November 5, 2018	Regular Session
November 5, 2018	Executive Session

Minutes – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-V.P., Bill Petscavage-Pres.

Carried by a roll call vote of **Yes, 9** **No,** **Abstentions 0**

IV. ADMINISTRATIVE REPORTS

SBA’s Report

- PV gym heat

Superintendent's Report

- New Board member orientation scheduled for December 12th
- American Education week attendance

V. A. Committee Chairpersons' Reports:

➤ **Curriculum and Instruction**

Dawn Milburn, Chairperson

-Working through curriculum for QSAC

➤ **Finance and Facilities**

Jim Lloyd, Chairperson

-No Report

➤ **Grants & HIB**

Jennifer Spisso, Chairperson

-No Report

➤ **Negotiations**

Carl Schneider, Chairperson

-The committee will be meeting with the administrators

➤ **Personnel and Management**

JoAnne Demetrio, Chairperson

-No Report

➤ **Public/Professional Relations & Strategic Planning**

Christa Hannon, Chairperson

-Benchmark report for strategic goals

➤ **Technology**

Carolyn Viola, Chairperson

-No Report

➤ **Bi-District**

Bill Petscavage, Chairperson

-Cancellation of the meeting with Spotswood

B. Liaison Reports:

- Legislation: Jim Lloyd
-Update on legislation
- Mayor and Town Council: Christa Hannon
-Town Council voted to waive fees for Haunted River Walk
- Educational Services Commission of NJ: Bill Petscavage
-No Report

- Milltown Education Foundation: JoAnne Demetrio
 - Clothing Drive
 - Lunch for staff on November 28th
- Milltown Parent/Teacher Association: Jennifer Spisso
 - Wine glass painting on December 11th
 - Holiday Shop
- School Boards Associations: Carolyn Viola
 - Article on standardized testing
- Spotswood Public Schools’ Board of Education: Dawn Milburn
 - Spotswood is looking to redesign the buildings for safety and security

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

- Citizen’s Name: None
- 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

Chairperson’s Statement: “Recommend the Motions and Resolutions as outlined in Curriculum and Instruction, Number 1 ”

Motion By: JoAnne Demetrio

Seconded By: Christa Hannon

1. ...Approve for submission the NJ QSAC District Performance Review for school year 2017-2018.

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

Curriculum and Instruction – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-V.P., Bill Petscavage-Pres.

Carried by a roll call vote of Yes, 9 No, 0 Abstentions 0

B. Finance and Facilities

Jim Lloyd, Chairperson

Chairperson’s Statement: “Recommend the Motions and Resolutions as outlined in Finance and Facilities, Numbers 1 through 7 ”

Motion By: JoAnne Demetrio

Seconded By: Carolyn Viola

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. Johnson	2019 Reading Recovery & Literacy Conference	Myrtle Beach, SC 1/16/19-1/18/19	Approx. for 1 Teacher Total: Conference fees: \$285 Hotel Room: \$272 Airfare, mileage, transfers: \$900 Meals: \$100
b) L. Imparato	I&RS – The Next Generation	Monroe, NJ 11/30/18	Approx. 20 Mi.; \$149

2. ...Approve the payment of the items on the Accounts Payable Bill List 11/19/18.
3. ...Approve the Payroll Bill List dated 11/15/18.
4. ...Approve financial transfers.
5. ...Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Norma Tursi, Business Administrator, certify that as of September 30, 2018 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:22-8.1 and 18A:22-8.2, and N.J.A.C. 6A:23-2.11(a).
6. ...Pursuant to N.J.A.C. 6A:23-2.11(c)4, we certify that as of September 30, 2018, after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
7. ...Accept the following mini-grants from the PTA:
 - a) A. Hellerich – Teachers Pay Teachers \$200.00
 - b) J. Topham – MakeIt Plate Project \$518.40

President’s Statement: “Move to accept the Motions and Resolutions as outlined in Finance and Facilities, Numbers 1 through 7.”

Finance and Facilities – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-V.P., Bill Petscavage-Pres.

Carried by a roll call vote of Yes, 9 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 4”

Motion By: James Lloyd

Seconded By: Carolyn Viola

1. ...Accept resignation from Kathy Byrne, Lunch/Playground Aide, at Parkview School effective 11/10/18.
2. ...Approve the Separation Agreement between the Milltown Board of Education and employee MBOE Employee ID No. 909 effective November 20, 2018 according to all terms and conditions contained therein.
3. ...Approve Leigh Gerhart in a volunteer capacity to assist with coaching Joyce Kilmer’s 18-19 Boys’ Basketball Team. CHR documentation on file.
4. ...Approve the following for the 2018-2019 school year:

New Hire:			
Name	Position	Year or Step	Effective Date
Ramos-Pough, Maria	Aide/Para	1	11/20/18
Jackson, Christine	Lunch/Playground Aide	1	11/26/18

*Pending background check

President’s Statement: “Move to accept the Motions and Resolutions as outlined in Personnel and Management, Numbers 1 through 4 .”

Personnel and Management – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-V.P., Bill Petscavage-Pres.

Carried by a roll call vote of Yes, 9 No, 0 Abstentions 0

D. Public Relations

Christa Hannon, Chairperson

Chairperson’s Statement: “Recommend the Motions and Resolutions as outlined in Public Relations, Numbers 1 and 2 .”

Motion By: JoAnne Demetrio Seconded By: James Lloyd

1. ...Affirm the Harassment, Intimidation and Bullying Report for the 10/22/18 through 11/2/18.
2. ...Acknowledge receipt of the Harassment, Intimidation and Bullying Report for the period 11/5/18 through 11/16/18.

President’s Statement: “Move to accept the Motions and Resolutions as outlined in Public Relations, Numbers 1 and 2 .”

Public Relations – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Dawn Milburn, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-V.P., Bill Petscavage-Pres.

Carried by a roll call vote of Yes, 9 No, 0 Abstentions 0

VIII. SECOND PUBLIC COMMENT PORTION – GENERAL

- Citizen’s Name: Mrs. Riley asked a question about curriculum.
- Citizen’s Comments:

IX. WRAP UP TOPICS

- Thank you to Ms. DeFalco for organizing Youth-in-Government
- Thank you for Veterans Day breakfast and parade
- Thank you to Dr. Rust for presentation
- Congratulations to Bill Petscavage for re-election
- Congratulations to the two new board members
- Happy Thanksgiving

X. ADJOURNMENT

Moved By: JoAnne Demetrio Seconded By: Christa Hannon Time: 8:25 pm

Respectfully submitted,



Norma M. Tursi
Board Secretary