

BOARD OF EDUCATION MEETING MINUTES

Date: Monday, September 24, 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, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-V.P., Bill Petscavage-Pres.

Others Present:

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

Absent: Dawn Milburn

II. APPROVAL OF MINUTES

Motion By: JoAnne Demetrio

Seconded By: Christa Hannon

August 27, 2018

Regular Session

Minutes – Roll Call:

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

Carried by a roll call vote of **Yes, 5** **No, 0** **Abstentions 3**

III. PRESENTATION

Test Data Analysis

by

Dr. Stephanie Brown, Superintendent

IV. ADMINISTRATIVE REPORTS

- **SBA's Report**
 - Fall conference 2018

- **Superintendent's Report**
 - Back to School Night
 - Teacher in-service days
 - Security buttons
 - LEAD program

V. A. Committee Chairpersons' Reports:

- **Curriculum and Instruction**
Dawn Milburn, Chairperson
-Committee met before the board meeting to discuss changes to the curriculum guides

- **Finance and Facilities**
Jim Lloyd, Chairperson
-No Report

- **Grants & HIB**
Jennifer Spisso, Chairperson
-Rutgers project to coach our paraprofessionals

- **Negotiations**
Carl Schneider, Chairperson
-Meeting scheduled for October 8th with the board committee

- **Personnel and Management**
JoAnne Demetrio, Chairperson
-No Report

- **Public/Professional Relations & Strategic Planning**
Christa Hannon, Chairperson
-Sign-up sheet for Milltown Day

- **Technology**
Carolyn Viola, Chairperson
-Parent Square

- **Bi-District**
Bill Petscavage, Chairperson
-Committee will meet in November with Spotswood
-Spotswood Superintendent and Board President to attend Milltown's board meeting in April

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: JoAnne Demetrio
-Met last week, Octoberfest was a success
- Milltown Parent/Teacher Association: Jennifer Spisso
-October 16th meeting at 7:00 in the JK APR room
- School Boards Associations: Carolyn Viola
-No Report
- 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 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, Numbers 1 through 6 ”

Motion By: James Lloyd

Seconded By: Christa Hannon

1. ...Approve out-of-district placement for the following student for the 2018-2019 school year in compliance with each child’s IEP. Please Note: All Tuition costs are approximate.

Student #	Placement	Tuition, Including Related Services	Extraordinary Aid
27	Cranford Board of Education - Cranford Achievement Center	\$54,527.00	-----

2. ...Approve loan of and access to textbooks and other curriculum related to Giselle Velez – Grade 5 and Florisel Velez – Grade 7 per MBOE Policy 6174 for the 2018-19 school year.
3. ...Approve the following Curriculum Guides and Instructional Texts for the 2017-2018 school year:
 - a. Curriculum Guide Cycle

<i>Content Area</i>	<i>Grade</i>	<i>Standards</i>	<i>Previous Approval</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>	<i>2021-2022</i>	<i>2022-2023</i>
<i>Art</i>	K-8	NJSLS 2014	6/9/15	9/24/18	R	A		
<i>Music</i>	K-8	NJSLS 2014	8/31/15	R-A	R	A		
<i>Physical Education</i>	K-8	NJSLS 2014	8/31/15	9/24/18	R	A		
<i>Language Arts</i>	K-5	NJSLS 2016	1/23/17	9/24/18			R	A
	6-8	NJSLS 2016	1/23/17	9/24/18			R	A
<i>Mathematics</i>	K-5	NJSLS 2016	1/23/17	9/24/18			R	A
	6-8	NJSLS 2016	1/23/17	9/24/18			R	A
<i>Science</i>	K-5	NJSLS 2016 NGSS	1/23/17	9/24/18			R	A
	6-8	NJSLS 2016	1/23/17	R-A			R	A
<i>Social Studies</i>	K-4	NJSLS 2014	8/31/15	R-A	R	A		
	5-8	NJSLS 2014	8/31/15	9/24/18	R	A		
<i>World Language</i>	K-8	NJSLS 2014	9/21/15	9/24/18	R	A		
<i>Technology</i>	K-8	NJSLS 2014	8/31/15	R-A	R	A		
<i>21st Century Skills</i>	8	NJSLS 2014	9/21/15	R-A	R	A		
<i>Gifted & Talented</i>	1-8	NJSLS	9/19/16	R	A	R	A	
<i>Preschool</i>	PreK	NJSLS	1/4/16			R	A	
<i>Speech</i>	K-8	NJSLS	3/12/13			R	A	
<i>ESL</i>	K-8	NJSLS WIDA	6/4/13			R	A	
<i>Library Media</i>	K-8	NJSLS AASL	6/4/13	R-A		R	A	

Key: Revise, Adopt

Anticipated State Schedule: 2014: Review 2019-2020 | Adopt Sept. 2020; 2016: Review 2021-2022 | Adopt Sept. 2022

b. Textbook and Core Materials Cycle

<i>Content Area</i>	<i>Grade</i>	<i>Published</i>	<i>Purchased</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>	<i>2021-2022</i>	<i>2022-2023</i>	<i>2023-2024</i>	<i>2024-2025</i>
<i>Language Arts</i>	K-3	2014	14-15		Review	New				
	4-5	2014	14-15		Review	New				
	6-8	2010	10-11		Review	New				
<i>ELA Honors</i>	6-8	2010	10-11		Review	New				
<i>Mathematics</i>	K-3	2016	18-19	New					Review	New
	4-5	2016	17-18					Review	New	
	6-8	2012	12-13	Review	New					Review
<i>Math Honors</i>	6-8	2014	14-15	Review	New					Review
<i>Science</i>	K-3	2008	08-09			Review	New			
	4-5	2011	16-17			Review	New			
	6-8	2011	14-15			Review	New			
<i>Social Studies</i>	K-2	2005	05-06		Review	New				
	3	2012	12-13		Review	New				
	4	2011	15-16		Review	New				
	5	2019	18-19	New					Review	New
	6-7	2018	18-19	New					Review	New
	8	2010	18-19	New					Review	New
<i>World Language</i>	K-3	2005	05-06	Review	New					Review
	4-5	2014	15-16				Review	New		
	6	2016	15-16				Review	New		
	7-8	2013	15-16				Review	New		
<i>Health</i>	K-3	2018	18-19	New			Review	New		
	4-5	2018	18-19	New			Review	New		
	6-8	1999	99-00				Review	New		

Guide Cycle: Year 6: Review | Year 7: New Purchase

4. ...Approve the following Curriculum Guides and Instructional Texts for the 2018-2019 school year:

Subject	Gr.	Publisher	Date	Series Title/Description
Art	1-6	Davis	1998	Adventures in Art
	K-6	Davis	1985	Discover Art (Teachers reference)
	8	Davis	1988	Discovering Art History
	7-8	Davis	1994	Images & Ideas
Career Readiness Elective Course	7-8	G-W Publishing	2014	Discovering Careers
	7-8	Hobsons	2014	Naviance
Enrichment	K-3	Pieces of Learning	1997	Primary Education Thinking Skills (P.E.T.S.)
	1-2	Evan-Moor	2001	Hands-On Thinking Activities
Gifted & Talented	4	Dale Seymour	1989	Thinker's Toolbox
	5	Dandy Lion	1992	The Great Chocolate Caper
	6	Good Apple	1988	Every Day Law for Young Citizens
	7-8	Prentice Hall	1994	Bronze (Gr 7) Silver (Gr 8)
	K-3	Pieces of Learning	2018	Primary Education Thinking Skills (P.E.T.S.)
Health & Family Life Supplemental	4-8	MacMillan/McGraw Hill	2002	Totally Awesome Health
	K-5	L.E.A.D.	2018	Too Good for Drugs
	K-5	L.E.A.D.	2018	Too Good for Violence
	5	Glencoe McGraw Hill	1994	Your Body Book
	5	Meeks Heit Publishing	2000	Your Body Book
	6	McGraw Hill	1999	Health
	7	McGraw Hill	1999	Health
	7	Glencoe McGraw Hill	1994	Health – a Guide to Wellness
7	Holt, Rinehart & Winston	2007	Human Body Systems & Health	
Language Arts Supplemental	K-5	Houghton Mifflin	2014	Journeys
	6-8	Pearson	2010	Prentice Hall Literacy
	PreK-1	Edmentum	2014	Reading Eggs
	2-3	Heinemann	2011	Leveled Literacy Intervention
	K-3	Handwriting Without Tears	2014	Handwriting Without Tears
	3	Vocabulary-Spelling City	2014	Spelling City
	4-5	Sadlier	2008	Grammar Workshop
	6-8	Sadlier	2012	Vocabulary Workshop
	6-8	Zaner-Bloser	2008	Strategies for Writers
	6-8	Steck-Vaughn	2008	Strategies for Success in Writing
	6	Benchmark Education	2012	Benchmark Writers Workshop
	6-8	Triumph Learning	2014	BuckleDown CCSS
	7-8	Scholastic Education	2014	Junior Scholastic, SCOPE magazine
	4	Time for Kids	2014	Time for Kids
	K-3	Edmark	1992	Edmark Reading Program
	1-8	Flocabulary	2017	Flocabulary
	K-8	Goalbook	2017	Goalbook Pathways
	6-8	IXL	2017	IXL Learning
	1-5	MyON	2017	MyON
	4-8	Scholastic	1996	Scholastic Scope Literature
1-3	Wilson		Wilson-Just Words	
	Wilson Language Training	2002	Wilson Reading System	
4-8	Wilson Corp	2001	Foundations by Wilson	
K-8	Houghton Mifflin		Houghton Mifflin English	
	Pro-Ed		Reading Milestones	
Mathematics	K-3	Pearson/Scott Foresman	2016	enVision Math 2.0 Common Core
	4-5	Pearson/Scott Foresman	2016	enVision Math 2.0 Common Core
	6/6 Res	Holt, McDougal	2012	Holt Mathematics 6 Common Core
	7	Holt, McDougal	2012	Holt Mathematics 7 and 8 Common Core
	7 Res	Holt, McDougal	2012	Holt Mathematics 7 Common Core
	8	Houghton-Mifflin	2012	Algebra 1 Common Core
	8 Res	Holt, McDougal	2012	Holt Mathematics 8 Common Core

Minutes – Milltown Board of Education Meeting – September 24, 2018

Supplemental	6 Hon	Holt, McDougal	2012	Holt Mathematics 6 and 7 Common Core
	7 Hon	Glencoe/McGraw-Hill	2014	Glencoe Math Accelerated 7
	8 Hon	Glencoe/McGraw-Hill	2014	Glencoe Algebra I
	3-5	ALEKS	2017	QuickTables
	3-5	IXL Learning	2017	IXL
	6-8	Amazon	2017	Tenmarks
	6-8	BrainPOP	2017	BrainPOP
	6-8	Flocabulary	2017	Flocabulary
	K-8	Goalbook	2017	Goalbook Pathways
	4	Houghton-Mifflin	2017	On-Core Mathematics
	4-8	DreamBox Learning	2018	DreamBox Learning
	6-7	American Book Company	2014	PARCC Made Easy
	7 Hon	Peoples Education	2016	Measuring Up CCSS
	8/8Hon	Peoples Education	2014	Peoples Algebra I
6-8 Res	MacMillon/McGraw-Hill	2011	Math Triumphs	
Music – General	PK-1	Silver Burdett/Pearson /Scott Foresman	2005	Making Music
	2-6	Silver Burdett & Ginn	1998	Music Connection
	7-8	Silver Burdett	1988	World of Music
Music – Instrumental	4-8	Kjos	1991	Standard of Excellence Instrumental Books
Physical Education	K-3	Great Activities	1994	The Best of Great Activities
Science	K-3	Pearson	2008	Scott Foresman Science
	4-8	Pearson	2011	Interactive Science
Social Studies	K	Silver Burdett Ginn	1996	Kindergarten Place
	1	Nystrom	2005	Neighborhoods Near & Far: Block Buddy Atlas
	2	Nystrom	2005	Communities Here and There: Nystronaut Atlas
	3	Nystrom	2005	People & Places Everywhere: Map Champ Atlas
	3	Houghton Mifflin	2012	Our Communities
	4	Scott Foresman	2011	New Jersey
	5	Scott Foresman	2019	Building Our Country
	6	Glencoe/McGraw Hill	2018	Journey Across Time: The Early Ages
	6	Nystrom	2009	Mapping World History
	7	Glencoe/McGraw Hill	2018	The American Journey: The Early Years
8	Glencoe/McGraw Hill	2018	Civics Today- Citizenship Economics and You	
8	Glencoe/McGraw Hill	2018	Exploring Our World	
Technology	5-8	Glencoe/McGraw Hill	2009	MS Office 2007
	5-8	Glencoe/McGraw Hill	2009	MS Power Point 2007
World Languages	8	Holt-McDougal	2013	Avancemos 1B
	7	Holt-McDougal	2013	Avancemos 1A
	6	Cambridge University Press	2016	Mundo Real
	5	Pearson	2014	Realidades 1B
	4	Pearson	2014	Realidades 1A
	K-3	Wright Group/McGraw-Hill	2005	Viva el español
Study Skills Elective Courses	6	Grand Lighthouse Pub.	2006	SOAR Study Skills
	7/8	Channing Bete	20112	Effective Note Taking Skills
	7/8	Channing Bete	011	Studying for Success
	7/8	Channing Bete	2011	What's Up Study Skills
STEM Elective Course	8	Pitsco	2015	Middle School STEM Modules
	4-8	Sparkfun	2018	Climate Arcade Inventor Tinker Kits
	4-8	Robotis	2018	Dream, STEM Kits
	4-8	Wonder Workshop	2018	Dash and Dot, Cue
	4-8	Modrobotics	2018	Cublets
	4-8	Pi-Top	2018	Pi-Top

5. ...Approve the Milltown School District's participation in Future Ready Schools NJ.

Whereas The Milltown Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education.

Whereas The Milltown Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education.

Therefore, it is resolved that the Milltown Board of Education agrees to participate in the Future Ready Schools – New Jersey.

We hereby appoint Amanda Peterson to be the district’s liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

We do hereby recognize that Dr. Stephanie Brown will be the responsible agent at the district level to carry out the district’s commitment for its schools to participate in Future Ready Schools – New Jersey.

We agree to follow through with the district’s commitment and support our schools achieve certification through the Future Ready Schools – New Jersey Certification Program.

6. ...Approve the following Field Trip(s) Request:

School	Field Trip Event & Destination	Date(s) & time of Field Trip	Grade/ # of Students	Teacher(s) In Charge	Who Pays? BOE And/Or Families
a) Joyce Kilmer	Frog Bridge Camp Millstone, NJ	10/4/18 8:45AM-4:00PM	7 th /92	R. Wrate N. Marinello K. McCarthy D. Gaskin M. Rademacher C. Copperthwaite C. Mooney	BOE

President’s Statement: “Move to accept the Motions and Resolutions as outlined in Curriculum and Instruction, Numbers 1 through 6 .”

Curriculum and Instruction – Roll Call:

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

Carried by a roll call vote of Yes, 8 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 8 ”

Motion By: JoAnne Demetrio Seconded By: Christa Hannon

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) W. Veit	EDU-Safe Instructional Solutions	Princeton, NJ 10/11/18	Approx. 35 Mi.; \$209/Fee
b) J. Allen c) M. Herre	Intro. to Responsive Classroom	New York, NY 11/30/18	Approx. 80 Mi.; \$199/Fee
d) R. Sobota	Art Educators of NJ	Long Branch, NJ 10/1/18	Approx. 64 Mi.; \$185/Fee
e) M. Rademacher	Art Educators of NJ	Long Branch, NJ 10/1/18-10/2/18	Approx. 64 Mi.; \$185/Fee
f) S. Eichert g) J. Barton h) T. Anderson	Rutgers – Tech Equity	Somerset, NJ 3/20/19	Approx. 10 Mi.; \$145/Fee
i) K. Murray	L.E.A.D. Law Enforcement Against Drugs	Allentown, NJ 9/19/18	Approx. 60 Mi.; \$150/Fee
j) G. Kotyuk k) A. Grasso	Rutgers Gifted Education Conference	Somerset, NJ 11/30/18	Approx. 10 Mi.; \$189/Fee
l) R. Wrate m) B. DeFalco	NJ Council for Social Studies Annual Conference	Piscataway, NJ 10/22/18	Approx. 20 Mi.; \$80/Fee

2. ...Approve the payment of the items on the Accounts Payable Bill List 9/24/18.
3. ...Approve the Payroll Bill Lists dated 8/30/18 and 9/15/18.
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 July 31, 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 July 31, 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. ...Approve transportation for a classified student #28 from Spotswood High School to Center School, starting 9/11/2018 through 6/2019 at the rate of \$35/day, totaling \$6,300.
8. ...Approve contracted educational services and training during the 2018-2019 school year.
a) Frank Gardella – GDK Professional Development approx. \$11,350

President’s Statement: “Move to accept the Motions and Resolutions as outlined in Finance and Facilities, Numbers 1 through 8.”

Finance and Facilities – Roll Call:

JoAnne Demetrio, Christa Hannon, James Lloyd, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-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 6”

Motion By: Christa Hannon Seconded By: James Lloyd

1. ...Approve the following and previously approved individuals to serve in a substitute capacity for positions of Custodian, Lunch/Playground Aide, Nurse, or Secretary:
 - a) Michael Izzo
 - b) Trevor Jozefowicz
2. ...Approve the following policy for 1st reading. Second reading and adoption expected October 8, 2018.
 - a) Policy 4152/4252 *Vacations/Holidays*
3. ...Approve the hiring of the following for the 2018-2019 school year:

Name	Position	Year or Step	Effective Date
Caravella, Alexandra	Aide/Para	1	9/24/2018
Ojeda, Dana	Aide	1	10/1/2018

4. ...Approve William Veit for combined total compensation for acting in the capacity of both supervisors for Haunted River Walk as outlined in the Milltown Administrators Association agreement article A.3a.a.i and A.3.a.ii.
5. ...Approve the appointment of the following persons as coaches, advisors, club facilitators, etc. for stipend positions over and above the contract salary for the 2018-2019 school year as indicated below. Stipends to be paid in accordance with the Negotiated Agreement; Schedule “B” Extra-Curricular Activities and Schedule “C” Activity Guide.

Musical Play Assistant – JK \$1,425	S. Cantaffa
Curriculum Committee Chairperson/member – \$936 + \$39/hr.	A. Brunner
Curriculum Committee Member - \$39/hr.	K. Giglio, C. Lillis
8 th Grade Advisor – JK \$500/person	J. Barton, S. Bottiglieri

6. ...Accept resignation from Sheri Baldelli, Lunch/Playground Aide, at Joyce Kilmer School effective 6/30/18. The Milltown Board of Education and school community would like to wish Mrs. Baldelli best wishes.

President’s Statement: “Move to accept the Motions and Resolutions as outlined in Personnel and Management, Numbers 1 through 6.”

Personnel and Management – Roll Call:

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

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

D. Public Relations

Christa Hannon, Chairperson

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

Motion By: Christa Hannon

Seconded By: Mary O’Mara

1. ...Acknowledge receipt of the Harassment, Intimidation and Bullying Report for the period 9/6/18 through 9/21/18.

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, Mary O’Mara, Jennifer Spisso, Carolyn Viola, Carl Schneider-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: -A community member asked about the PARCC analysis
- Citizen’s Comments: -Trina Mehr thanked the board members who are leaving for their service

IX. WRAP UP TOPICS

-Thank you to Dr. Brown for the PARCC presentation

-Thank you to the MEF for coordinating the Octoberfest

-Thank you to the staff for the ice cream socials

-Thank you to teachers for Back to School nights and wish everyone a good school year

X. ADJOURNMENT

Moved By: JoAnne Demetrio

Seconded By: Christa Hannon

Time: 8:30 PM

Respectfully submitted,



Norma M. Tursi
Board Secretary