

BOARD OF EDUCATION MEETING MINUTES

Date: Monday, January 28, 2019
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, Janice Hodgson, James Lloyd, Mary O’Mara, David Oryniak, Jennifer Spisso, Carl Schneider-V.P., Bill Petscavage-Pres.

Others Present:

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

II. PRESENTATION

Joyce Kilmer Student Council

III. RECOGNITION

Congratulations to Megan Rademacher and Krystal McConnell for being selected staff members of the month for January 2019.

IV. APPROVAL OF MINUTES

Motion By: JoAnne Demetrio

Seconded By: Jennifer Spisso

December 10, 2018	Regular Session
January 7, 2019	Reorganization Meeting
January 7, 2019	Regular Session
January 7, 2019	Executive Session

Minutes – Roll Call:

JoAnne Demetrio, Christa Hannon, Janice Hodgson, James Lloyd, Mary O’Mara, David Oryniak, Jennifer Spisso, Carl Schneider-V.P., Bill Petscavage-Pres.

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

V. ADMINISTRATIVE REPORTS

SBA's Report

- QSAC update: May 7th
- County mid-year budget review
- Governor's Budget March 5th

Superintendent's Report

- School Board Recognition Month – January
- Middlesex County Arts Middle School
- Social Media Posts (Twitter & Facebook)
- Proloquo2Go iPad app
- District Goals mid-year status update

VI. A. Committee Chairpersons' Reports:

- Curriculum and Instruction
Mary O'Mara, Chairperson
Math scope and sequence grades 2 and 3
- Finance and Facilities
Jim Lloyd, Chairperson
No Report
- Grants & HIB
Jennifer Spisso, Chairperson
No Report
- Negotiations
Carl Schneider, Chairperson
Committee met prior to the board meeting
- Personnel and Management
JoAnne Demetrio, Chairperson
No Report
- Public/Professional Relations & Strategic Planning
Jennifer Spisso, Chairperson
No Report
- Technology
Christa Hannon, Chairperson
Tech Dept. status report
- 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: JoAnne Demetrio
-Pancake Brunch on February 9th at 11:30
-Playground at Parkview
- Milltown Parent/Teacher Association: Jennifer Spisso
-JK APR Curtin
-Cake Decorating in April
- School Boards Associations: Mary O’Mara
-No Report
- Spotswood Public Schools’ Board of Education: Carl Schneider
-Attended board meeting, discussion on the following:
 Vaping
 Future Ready Schools
 QSAC on March 26th

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

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

VIII. 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
Mary O’Mara, Chairperson

Chairperson’s Statement: “Recommend the Motions and Resolutions as outlined in Curriculum and Instruction, Numbers 1 through 2 ”

Motion By: JoAnne Demetrio Seconded By: James Lloyd

1. ...Approve for 1st reading the 2019-2020 district calendar. Second reading and adoption expected 2/25/19.
2. ...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	East Brunswick Vo-Tech East Brunswick, NJ	2/13/19 9:00AM-11:00AM	8 th /15	K. Murray	\$200/BOE

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

Curriculum and Instruction – Roll Call:

JoAnne Demetrio, Christa Hannon, Janice Hodgson, James Lloyd, Mary O’Mara, David Oryniak, Jennifer Spisso, 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 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) C. Conover	Increase Your Success as a Special Education Resource Teacher	Mount Laurel, NJ 4/8/19	Approx. 100 Mi.; \$269/Fee
b) K. Giglio	NJ Health & PE Annual Convention & Membership	Long Branch, NJ 2/25/19-2/27/19	Approx. 70 Mi.; \$210/Fee
c) M. DeStefano	ESCNJ-Special Services Professional Development Academy 2.0	Piscataway, NJ 2/5/19; 3/6/19; 4/10/19; 5/7/19	Approx. 20 Mi.; \$300/Fee
d) N. Fricke e) J. Topham	Strategies & Structures for Teaching Reading & Writing	Livingston, NJ 2/28/19	Approx. 75 Mi.; \$209/Fee
f) M. Sansone	Educators Conference for Pre-Kindergarten Teachers	Atlantic City, NJ 2/25/19-2/26/19	Approx. 200 Mi.; 300/Fee
g) J. Citro	Dealing with Difficult Students	Blackwood, NJ 3/6/19	Approx. 136 Mi.; \$149/Fee
h) R. Metz	Foreign Language Educators of NJ Annual Conference	Iselin, NJ 4/5/19	Approx. 25 Mi.; \$180/Fee
i) S. McGowan j) H. Vitale	1. Creating a Coaching Culture 2. Using Data to Guide the Coaching Process 3. Dealing with Mediocrity & Having Difficult Conversations	Somerville, NJ 2/21/19 3/21/19 4/17/19	Approx. 40 Mi.; \$291/Fee

2. ...Approve the payment of the items on the Accounts Payable Bill List 1/28/19.
3. ...Approve the Payroll Bill Lists dated 1/15/19 and 1/30/19.
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 November 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 November 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 art equipment and supplies, i.e., paint, brushes and easels, with an approximate value of \$650 donated from Wine & Design of Milltown for both Parkview and Joyce Kilmer Schools. The Milltown Board of Education thanks you for your support.
8.Approve to void the following stale dated checks:
 - a. Check No. 4425 dated 4/16/18 \$200.00
 - b. Check No. 4665 dated 6/25/18 \$61.00

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, Janice Hodgson, James Lloyd, Mary O'Mara, David Oryniak, Jennifer Spisso, 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 7."

Motion By: James Lloyd Seconded By: Christa Hannon

1. ...Approve for adoption the revised Non-Affiliated Staff Handbook 2019-2021.
2. ...Accept letter of resignation from Christopher Mooney, Paraprofessional, at Joyce Kilmer School effective 1/25/19. The Milltown Board of Education and school community would like to wish him best wishes for his future endeavors.

3. ...Acknowledge receipt of the Harassment, Intimidation and Bullying Report for the period 1/7/19 through 1/25/19.

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

Public Relations – Roll Call:

JoAnne Demetrio, Christa Hannon, Janice Hodgson, James Lloyd, Mary O’Mara, David Oryniak, Jennifer Spisso, Carl Schneider-V.P., Bill Petscavage-Pres.

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

IX. SECOND PUBLIC COMMENT PORTION - GENERAL

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

X. WRAP UP TOPICS

- Thank you to Student Council
- Student Board Representation
- Special Education Parent Advisory Group
- Thank you to Wine and Design
- Congratulations to Staff Members of the Month
- Thank you to Board Members
- Congratulations to C.J. Mooney

XI. ADJOURNMENT

Moved By: JoAnne Demetrio Seconded By: Christa Hannon Time: 8:05 PM

Respectfully submitted,



Norma M. Tursi
Board Secretary