

BOARD OF EDUCATION MEETING MINUTES

Date: Monday, January 7, 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, Bill Petscavage. Carl Schneider, Jennifer Spisso

Others Present:

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

II. ADMINISTRATIVE REPORTS

SBA’s Report

- District audit

Superintendent’s Report

- Annual Needs Assessment survey
- District calendar 2019-2020 school year
- *Own It Day* at JK

III. A. Committee Chairpersons’ Reports:

- Curriculum and Instruction
Mary O’Mara, Chairperson
-No Report
- Finance and Facilities
Jim Lloyd, Chairperson
-Committee had a meeting earlier this evening
- Grants & HIB
Jennifer Spisso, Chairperson
-No Report

- Negotiations
Carl Schneider, Chairperson
-Committee meeting scheduled for January 28th
- Personnel and Management
JoAnne Demetrio, Chairperson
-Executive session this evening
- Public/Professional Relations & Strategic Planning
Jennifer Spisso, Chairperson
-No Report
- Technology
Christa Hannon, Chairperson
-Updating district website
- Bi-District
Bill Petscavage, Chairperson
-None

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 February 9th at Parkview
- Milltown Parent/Teacher Association: Jennifer Spisso
-Update of events
- School Boards Associations: Mary O’Mara
-No Report
- Spotswood Public Schools’ Board of Education: Carl Schneider
-No Report

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

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

V. 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 3 ”

Motion By: JoAnne Demetrio Seconded By: James Lloyd

1. ...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	The Franklin Institute Philadelphia, PA	6/6/19 8:00AM-3:00PM	5 th /84	A. Brunner S. Holtje C. Mueller M. Scarduffa A. Peterson A. Vacca	Families \$30*

*BOE to pay balance.

2. ...Approve student #45 to receive home instruction as per student's 504 plan. Student will receive 5 hours of instruction per week, when appropriate medical documentation is supplied to the school throughout the 2018-2019 school year, supporting this need. The cost of home instruction is \$45 per hour.
3. ...Approve the following staff as members of the Affirmative Action Team to review and develop the district Comprehensive Equity Plan for school years 2019-20 through 2022-23:
- a) Dr. Stephanie Brown
 - b) Mrs. Joanne Hagerty
 - c) Ms. Norma Tursi
 - d) Mr. William Veit

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

Curriculum and Instruction – Roll Call:
 JoAnne Demetrio, Christa Hannon, Janice Hodgson, James Lloyd, Mary O’Mara, David Oryniak, Bill Petscavage. Carl Schneider, Jennifer Spisso

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 5 ”

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) M. Monteleone	Education & Research Conference for 3 rd /4 th Grade Teachers	Piscataway, NJ 3/18/19	Approx. 20 Mi.; \$269/Fee
b) C. Copperthwaite	Crisis Prevention Institute Instructor Certification Program	Atlantic City, NJ 1/29/19-2/1/19	Approx. 200 Mi.; \$3,424/Fee Hotel: \$94/night Meals: \$250 approx.
c) J. Citro	HIB Certification Anti-Bullying Coordinators & Administrators	Lodi, NJ 2/7/19	Approx. 90 Mi.; \$99/Fee
d) S. Brown e) N. Tursi f) T. Anderson	Techspo	Atlantic City, NJ 1/30/19-2/1/19	Approx. 200 Mi.; \$425/Fee Hotel: \$225/person

2. ...Approve the payment of the items on the Accounts Payable Bill List 1/7/19.
3. ...Approve the Payroll Bill Lists dated 12/15/18 and 12/30/18.
4. ...Approve Officer Erik Haefner, Milltown Police Department, to co-teach and instruct students according to the LEAD program schedule.
5. ...Accept the following mini-grant from the MEF:
 - a) N. Agugliaro/M. Jackson – Flexible Seating \$1,705.23
 - b) J. Topham – Flexible Seating \$1,952.16

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

Finance and Facilities – Roll Call:

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

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: Christa Hannon Seconded By: James Lloyd

1. ...Approve the following policies for 2nd reading and adoption.
 - a. Policy 3542.1 *Wellness and Nutrition*
 - b. Policy 4151/4251 *Attendance Patterns*
 - c. Policy 5141 *Health*
 - d. Policy 6174 *Home Schooling*

2. ...Approve the following for the 2018-2019 school year:

New Hire:			
Name	Position	Year or Step	Effective Date
Lipschutz, Alyse	Teacher	BA-G-6	*3/11/2019
NesSmith, Shira	PT Social Worker	MA-C-1 60%	1/2/2019
Schaechter, Allison	Teacher	MA-D-2	1/2/2019

*Approximate

3. ...Accept leave of absence requests from the following staff.

- a. Kathleen Conger, School Nurse, JK (medical) 1/2/19 through approximately 2/19/19
- b. Heather Seeman, 2nd Grade Teacher, PV (maternity) 4/29/19 – 9/1/2019

4. ...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.

Math Tutor – JK \$33/hr.	A. Weinstein
Summer Programs - \$39/hr.; not to exceed – for students entering	
- Grade 2	P. Lawless
- Grade 3	M. Herre
- Grade 4	J. Mueller
- Grade 5	M. Boylston
- Grades 6-8	I. Ostrov
- Grades 6-8 + Chairperson (\$936)	S. McGowan
ESL Parent Training (1) - \$130/session. Up to 2 sessions (Partially paid through Title III funds.)	A. Scordato

5. ...Approve all teachers employed for the 2018-2019 school year to provide home instruction upon administrative request and approval. Compensation will be paid in accordance with the Negotiated Agreement at the rate of \$45/hr.

6. ...Approve the following college student to complete required observation hours:

- a. Lea Pappalardo, Texas Christian University – observing occupational therapist

7. ...Approve adjustment to resignation date for Olya Dub, Social Worker, from 1/18/19 to 1/10/19. Previously approved on 12/10/18 Motion C2a.

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

Personnel and Management – Roll Call:

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

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

D. Public Relations
Jennifer Spisso, Chairperson

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

Motion By: JoAnne Demetrio Seconded By: Christa

1. ...Affirm the Harassment, Intimidation and Bullying Report for the 11/19/18 through 12/7/18.
2. ...Acknowledge receipt of the Harassment, Intimidation and Bullying Report for the period 12/10/18 through 1/4/19.
3. ...Approve the following submissions for Period 1 (Sept-Dec) for school year 2018-2019:
 - a. HIB Data Collection
 - b. Student Safety Data System

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, Bill Petscavage. Carl Schneider, Jennifer Spisso

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

VI. SECOND PUBLIC COMMENT PORTION - GENERAL

- Citizen’s Name: Trina Mehr congratulated the new board members
- Citizen’s Comments:

VII. WRAP UP TOPICS

- Congratulations to the new board members and to the President and Vice President
- Winter concerts were great
- Happy New Year

VIII. EXECUTIVE SESSION

Approve an Executive Session pursuant to Chapter 231, PL 1975, also known as the Open Public Meetings Act, authorizing a public body to meet in executive private session under certain limited circumstances, and said law requires the Board adopt a resolution at a public meeting before it can meet in such an executive or private session,

- A. The Milltown Board of Education hereby determines that it is necessary to meet in executive session on January 7, 2019 to discuss matters involving:
 - a) Personnel
 - b) Legal

B. That the matters discussed will be made public if and when confidentiality is no longer required.

Moved By: JoAnne Demetrio Seconded By: Christa Hannon Time: 7:30 PM

Approve the adjournment of Executive Session:

Moved By: JoAnne Demetrio Seconded By: Christa Hannon Time: 8:40 PM

IX. ADJOURNMENT

Moved By: JoAnne Demetrio Seconded By: Jennifer Spisso Time: 8:40 PM

Respectfully submitted,



Norma M. Tursi
Board Secretary