

BOARD OF EDUCATION MEETING AGENDA

Date: Monday, May 20, 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

Special Education Department Assessment
by
Dr. Kathleen Rotter

III. RECOGNITION

Congratulations to Amy Klinger, Maria Ramos-Pough and Will Zahorchak for being selected staff members of the month for May 2019.

IV. APPROVAL OF MINUTES

Motion By: Seconded By:

April 8, 2019	Regular Session
April 29, 2019	Regular Session
April 29, 2019	Executive Session
May 6, 2019	Public Budget

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

- Spotswood late bus
- PV Drainage project

Superintendent's Report

- QSAC onsite visit 5/7/19
- Rutgers Collaborative Leadership, June 11th
- MCFOODS donations from the district totaled 2,050 pounds
- Schools closed for Memorial Day – May 27th
- Dates to remember:
 - 8th Grade Banquet – June 7th
 - Kindergarten Step-Up - June 14th
 - 3rd Grade Fly-Up – June 17th
 - 8th Grade Promotion – June 19th
 - Last day of school – June 20th

VI. A. Committee Chairpersons' Reports:

- Curriculum and Instruction
Mary O'Mara, Chairperson
- Finance and Facilities
Jim Lloyd, Chairperson
- Grants & HIB
Jennifer Spisso, Chairperson
- Negotiations
Carl Schneider, Chairperson
- Personnel and Management
JoAnne Demetrio, Chairperson
- Public/Professional Relations & Strategic Planning
Jennifer Spisso, Chairperson
- Technology
Christa Hannon, Chairperson
- Bi-District
Bill Petscavage, Chairperson

B. Liaison Reports:

- Legislation: Jim Lloyd
- Mayor and Town Council: Christa Hannon
- Educational Services Commission of NJ: Bill Petscavage
- Milltown Education Foundation: JoAnne Demetrio
- Milltown Parent/Teacher Association: Jennifer Spisso
- School Boards Associations: Mary O’Mara
- Spotswood Public Schools’ Board of Education: Carl Schneider

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

- Citizen’s Name:
- Citizen’s Comments:

- Citizen’s Name:
- 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, Number 1”

Motion By: Seconded By:

Discussion

1. ...Approve the following summer project proposals as follows:

a) Future Ready Schools [#20] 10 hrs./person \$39/hr.	S. Eichert, A. Peterson, J. Barton, L. Shemesh, M. Jackson, A. Klinger
b) Kindergarten Spanish [#21] 10 hrs. \$39/hr.	M. Rumney

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

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, No, Abstentions

B. Finance and Facilities
Jim Lloyd, Chairperson

Chairperson’s Statement: “Recommend the Motions and Resolutions as outlined in Finance and Facilities, Numbers 1 through 13 ”

Motion By: Seconded By:

Discussion

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. Chasan	Wilson Reading System Introduction Workshop	Ewing, NJ 5/13/19-5/15/19	Approx. 50 Mi.; \$875/Fee

2. ...Approve the payment of the items on the Accounts Payable Bill List 5/20/19.
3. ...Approve the Payroll Bill List dated 5/15/19.
4. ...Approve financial transfers.
5. ...Approve the Board Secretary’s report and the Treasurer’s report for the month of March 2019.
6. ...Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Norma Tursi, Business Administrator, certify that as of March 31, 2019 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).
7. ...Pursuant to N.J.A.C. 6A:23-2.11(c)4, we certify that as of March 31, 2019, 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.
8. ...RESOLVED, that the Milltown Board of Education, in the County of Middlesex, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and documents to the New Jersey Department of Education concerning site drainage at Parkview School to serve as an application to the Office of School Facilities; and

BE IT FURTHER RESOLVED, that the Milltown Board of Education approve the submission of an application of said plans as a School Facilities Project to the NJDOE; and

BE IT FURTHER RESOLVED, that the Milltown Board of Education approves any necessary amendments to the District's current Long Range Facilities Plan pursuant to the above noted project.

9. ...Resolution for contract award for Parkview School site drainage of the Milltown Board of Education. WHEREAS, on May 14, 2019 the Milltown Board of Education received and publicly opened Four bids for Parkview School site drainage; and WHEREAS, the lowest numerical bid was submitted by T. Fiotakis Construction LLC; and WHEREAS, a review of T. Fiotakis Construction LLC bid revealed no material defects; WHEREAS, the Board, in conjunction with its Design Professional, has determined T. Fiotakis Construction LLC to be the lowest responsive and responsible bidder; NOW, THEREFORE, BE IT RESOLVED, that In accordance with the provisions of N.J.S.A. 18A:18A-1, et. seq., the Board hereby awards a contract for Parkview School site drainage project to T. Fiotakis Construction LLC in the amount of \$94,150 (Ninety Four Thousand One Hundred Fifty Dollars) and BE IT FURTHER RESOLVED, that the Business Administrator is authorized to return the bid securities; and BE IT FURTHER RESOLVED, that the Board's counsel is authorized to prepare the contract for the Project, to transmit same to T. Fiotakis Construction LLC, and to obtain all documents required thereby; and BE IT FURTHER RESOLVED, that upon the Board's receipt of the executed contract from T. Fiotakis Construction LLC, as well as T. Fiotakis Construction LLC performance and payment bonds, compliant Insurance certificate, and any other documents required by the contract, that the Business Administrator is authorized to return the bid securities to the remaining bidders.
10. ...Approve the contract with The Pomptonian, Inc. (FSMC). The terms and conditions of which will remain the same, except as set forth below.
- A. Payment to the FSMC:
- 1) The SFA shall reimburse FSMC for all Reimbursable Items. The SFA shall pay to FSMC a management fee of \$929.50 per month for ten (10) months for a total annual management fee of \$9,295.00 Dollars (the "Management Fee").
 - 2) The total of all Reimbursable Items and the allowance for FSMC's Management Fee shall be referred to as "SFA's Financial Obligation".
- B. Financial Guarantee:
- 1) Guarantee Break-Even Budget: FSMC estimates that SFA's Total Food Service Costs for the Current Year shall not exceed Gross Receipts for the Current Year for those items of revenue and expense set forth in the Projected Food Service Budget attached hereto as Exhibit A.
 - 2) Reimbursement: FSMC agrees to reimburse SFA for the amount (the "FSMC Responsibility"), if any, by which SFA's actual Total Food Service Costs for the Current Year exceed Gross Receipts for the Current Year ("SFA Shortfall").
11. ...Accept the following mini-grants from the MEF:
- a) P. Seesman – Flexible Seating \$900.00
12. ...Approve donation of a refurbished Dell desktop computer to the Milltown Historical Society.
13. ...Approve Dr. Janet DiGiorgio-Miller to provide psychological services at approximately \$1,500 per evaluation.

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

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, No, Abstentions

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: Seconded By:

Discussion

1. ...Approve teachers to relocate their classrooms at \$90/day according to the 2018-21 negotiated agreement, for up to 3 days, only with preapproval by the Business Administrator.
2. ...Approve all district staff to serve in a substitute or replacement capacity for all spring/summer stipends, extended school year and summer camp positions upon prior approval by the principal.
3.Approve the following policy for 2nd reading and adoption.
 - a) Policy 6171.4 *Special Education*
 - b) File Code 1330 Use of Facilities Exhibit *Fee Schedule-Category D*
 - c) File Code 1330 Use of Facilities Exhibit *Fee Schedule-Category E*
 - d) File Code 1330 Use of Facilities Exhibit *Fee Schedule-Category F*
4. ...Accept medical leave request from Andrea Brunner at Joyce Kilmer effective 5/14/19 through approximately 6/15/19.
5. ...Accept letter of resignation from the following staff. The Milltown Board of Education and school community would like to wish them best wishes and success in all their future endeavors.
 - a) Nicole Dechert, Teacher - Joyce Kilmer School effective 6/30/19
 - b) Dana Pepe, Teacher – Parkview School effective 6/30/19
 - c) Stephanie Holtje, SE Teacher – Joyce Kilmer School effective 6/30/19
 - d) Chelsea Conover, Teacher – Parkview School effective 6/30/19
 - e) Jennifer Allen, Teacher – Parkview School effective 8/31/19
 - f) Kathryn Montgomery, Para – Joyce Kilmer School effective 6/20/19
6. ...Approve Sara McGowan as Teacher Coordinator for school year 2019-2020 effective July 1, 2019.

7. ...Approve the following personnel for the 2019-2020 school year.

a) Renewal recommended for tenured, certificated teaching staff:

NAME	STEP
Barton, James	BA-8
Beniaminson, Lisa	MA-5+30
Boylston, Marissa	BA-8
Brunner, Andrea	MA-4+30
Chasan, Merrie	BA-7
Conger, Kathleen	BA-15
DeAngelis, Kerri	BA-4
DeFalco, Breanne	BA-5
DeStefano, Molly	MA-4+30
Eckert, Matthew	MA-9
Eichert, Suzanne	BA-15
Francisco, Aimee	BA-8
Fricke, Nicole	BA-4
Giglio, Kristine	MA-15
Harmon, Jennifer	85% MA-13
Hellerich, Amy	BA-4
Hengeli, Laureen	BA-15
Herko, Krystyna	MA-15
Imparato, Lauren	BA-6
Jackson, Mariel	BA-3
Johnson, Linda	BA-15
Joshi, Ashley	MA-11+30
Kivowitz, Melissa	MA-5
Klinger, Amy	BA-8
Kotyuk, Gail	BA-12
Lawless, Patricia	MA-13
Maiorano, Jill	BA-10
Mancuso, Jennifer	BA-4
Marinello, Nina	BA-4
McCarthy, Katherine	BA-6
McGowan, Sara	MA-6
Molnar, Ilona	BA-5
Monteleone, Michele	BA-15
Mueller, Chelsea	BA-3
Murray, Kimberly	MA-14
Ostrov, Ilana	BA-4
Pagliuco, Ellen	BA-7
Peterson, Amanda	BA-4
Pinnella, Jennifer	MA-14
Potter, Christine	MA-15

Rademacher, Megan	MA-4
Sansone, Mary	BA-3
Scarduffa, Michelle	BA-15
Seeman, Heather	BA-4
Sobota, Rachel	MA-7
Thompson, Leslie	BA-10
Topham, Jennifer	BA-5
Vitale, Heather	MA-15
Wrate, Robert	MA-14
Zahorchak, William	BA-3

b) Renewal recommended for non-tenured, certificated teaching staff.

NAME	CONTRACT YEAR	STEP
Agugliaro, Nikki	4 th	BA-3
Brown, Theresa	4 th	60% MA-15+30
Garlatti, Grace	4 th	BA-3
Hanzes, Tracy	4 th	BA-3
McConnell, Krystal	4 th	BA-3
Metz, Rosa	4 th	BA-8
Scott, Jennifer	4 th	BA-3
Shemesh, Alexis	4 th	BA-3

NAME	CONTRACT YEAR	STEP
Grasso, Ashley	3 rd	BA-2
Mueller, Jordyn	3 rd	BA-2
Nehila, Robin	3 rd	BA-6
Scordato, Amber	3 rd	BA-6
Vacca, Amanda	3 rd	BA-2

NAME	CONTRACT YEAR	STEP
Barnes, Jessica	2 nd	BA-3
Cantaffa, Samantha	2 nd	BA-2
Copperthwaite, Colin	2 nd	BA-2
Deaver, Samantha	2 nd	BA-2
Herre, Melissa	2 nd	BA-3
Lipschutz, Alyse	2 nd	BA-7
NesSmith, Shira	2 nd	MA-2
Schaechter, Allison	2 nd	MA-3
Seesman, Priscilla	2 nd	BA-2
Weinstein, Arielle	2 nd	MA-6

NAME	CONTRACT YEAR	STEP
Carone, Lillian	1 st	MA-1
Saso, Cara	1 st	BA-1

c) Contracts extended to the following office staff.

NAME	TITLE	STEP/YEAR
Bottiglieri, Susan	12 Month Secretary	11
Corrente, Heidi	Payroll	12 month
Hagerty, Joanne	Superintendent Secretary	12 month
Holland, Leslie	10 Month Secretary	2-5
Jozefowicz, Gloria	Accounts Payable	12 month
Mate, Michelle	12 Month Secretary	5-6
Smith, Jennifer	12 Month Secretary	5-6
Villalba, Coury	Curriculum/Data Secretary	12 month

d) Contracts extended to employees with less than 30 hours per week; no benefits.

NAME	TITLE	STEP
Bukoskey, Michele	Library Aide	10+
Petrocci, Marilyn	Library Aide	9

NAME	TITLE	STEP
Astroff, Marion	Paraprofessional	3
Cahill, Jennifer	Paraprofessional	6
Canastra, Larissa	Paraprofessional	2
Caravella, Alexandra	Paraprofessional	2
DiMaggio, Gina	Paraprofessional	4
Gad, Mariam	Paraprofessional	10+
Griffin, Wendi	Paraprofessional	6
Johnson, Emily	Paraprofessional	2
Kacar, Matthew	Paraprofessional	10+
Kammerer, Colleen	Paraprofessional	10+
Lillis, Carolyn	Paraprofessional-FTE	8
McCarthy, Denise	Paraprofessional	6
McNamara, Taylor	Paraprofessional	2
McQueen, Aisha	Paraprofessional	3
Mueller, Kimberly	Paraprofessional	2
Newhard, Dina	Paraprofessional	2
O'Halloran, Angelina	Paraprofessional	2
Ojeda, Dana	Paraprofessional	2
Ramos-Pough, Maria	Paraprofessional	2
Reed, Susan	Paraprofessional	5
Rumney, Michelle	Paraprofessional-FTE	4
Tarrant, Barbara	Paraprofessional	10+
Weiss, Enid	Paraprofessional	3
Yatsko, Susan	Paraprofessional	7
Yousef, Mary	Paraprofessional	10+

e) Contracts extended to part-time employees.

NAME	TITLE	STEP
Bost, Amy	Lunch/Playground Aide	4
Jackson, Christine	Lunch/Playground Aide	2
Lahr, Lisa	Lunch/Playground Aide	2
Nogueira, Patricia	Lunch/Playground Aide	3
Tharney, Jill	Lunch/Playground Aide	7

f) Contracts extended to the following custodial staff.

NAME	STEP
Gniewek, Alina	OG
Grabowski, Stanley	7
Nesser, Raymond	OG
Paraiso, Johnny	OG/Other
Redding, Kathleen	OG/Other
Sanjon, Johnny	7
Wodeshick, Thomas	6

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

Personnel and Management – 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

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: Seconded By:

Discussion

1. ...Affirm the Harassment, Intimidation and Bullying Report for the 4/8/19 through 4/18/19.
2. ...Acknowledge receipt of the Harassment, Intimidation and Bullying Report for the period 4/29/19 through 5/17/19.
3. ...Approve the following requests by the Milltown PTA Social Committee to hos year-end pool parties:
 - a) Joyce Kilmer students 4th – 7th, Brookside Swim Club 6/14/19 (Rain date: 6/17/19)
 - b) Parkview students PreK – 3rd, Milltown Borough Pool 6/18/19 (Rain date: 6/19/19)
 - The Parkview event will not be a drop off event and student/s will need to be accompanied by an adult.

Note: The PTA requires all participants to sign a Waiver/Release of Liability form.

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

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, No, Abstentions

IX. SECOND PUBLIC COMMENT PORTION - GENERAL

- Citizen’s Name:
- Citizen’s Comments:

- Citizen’s Name:
- Citizen’s Comments:

X. WRAP UP TOPICS

XI. 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 May 20, 2019 to discuss matters involving:

a) Superintendent Evaluation

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

Moved By: Seconded By: Time:

Approve the adjournment of Executive Session:

Moved By: Seconded By: Time:

XII. ADJOURNMENT

Moved By: _____ Seconded By: _____ Time: _____

Respectfully submitted,



Dr. Stephanie Brown
Superintendent of Schools