

**MIDDLETOWN TOWNSHIP PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR VOTING MEETING
HIGH SCHOOL NORTH LIBRARY
WEDNESDAY, JANUARY 24, 2018 8:00 PM PUBLIC MEETING**



Middletown Township Board of Education

**Leonora Caminiti
James Cody
Nick DiFranco
Michael Donlon
John Little
Joan Minnuies, President
Pamela Rogers, Vice President
Robin Stella
Danielle Walsh**

**William O. George III, Ed.D.
Superintendent of Schools**

**Amy P. Gallagher, CPA
Business Administrator / Board Secretary**

Mission Statement

The Middletown Township Public School District, in partnership with our resourceful and historically rich community, provides students with a rigorous and relevant education, rooted in the New Jersey and Common Core State Standards, motivating them to recognize and develop their full potential as responsible citizens, contributing to an ever-evolving global society

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Guidelines for Public Comment

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent's office. Public comment periods shall also be governed by the following rules:

1. A participant must be recognized by the Board President or presiding officer and must preface comments by an announcement of his/her name, address or municipality of residence, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to THREE minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the Board President and any questions or inquiries directed by a participant to another Board member shall be redirected to determine if such statement, question, or inquiry shall be addressed on behalf of the Board or by the individual Board member; and
5. Questions requiring investigation shall be referred by the Board to the Superintendent's office for consideration and later response. A participant may be asked to submit such questions in written format.

Code of Ethics for School Board Members (Statute 18A:12-24.1):

- I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- I will confine my board action to policymaking, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
- I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But, in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I will support and protect school personnel in proper performance of their duties.
- I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

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1. 8:00 p.m. Call to Order by the Board President and Reading of the Sunshine Announcement:

“Adequate notice of this meeting was provided by sending such notice to the Asbury Park Press, The Middletown Patch, and the Middletown Twp. Public Schools District Website and the posting of such notice at the August T. Miner Administrative Offices and each elementary, middle, and secondary school in the district”.

2. Pledge of Allegiance and Moment of Silence

- *Patrick Petretta, Sr. passed away on Wednesday, December 27, 2017. Mr. Petretta was a Special Education teacher for the district from 1986 until his retirement in 2003.*
- *Mavis Nellis, passed away on Wednesday, January 17, 2018. Mrs. Nellis was a Supplemental and Basic Skills teacher for many schools in the district from 1980 until her retirement in 2008.*

Our thoughts and prayers are with their families.

3. Roll Call

4. Community Recognition

- Middletown Ice Rink and NJ Titans
- Middletown Helps Its Own
- Kortney Rose Foundation

5. Opportunity for Public Comment on Agenda Items Only

6. Motion to Approve Minutes

- Executive Session – December 13, 2017
- Regular Voting Meeting – December 13, 2017
- Executive Session – January 3, 2018
- Re-Organization Meeting – January 3, 2018

7. School Board Recognition Month

Resolution to commend the efforts of school board members throughout New Jersey during School Board Recognition Month and to urge the public to support efforts to improved education:

***WHEREAS**, The New Jersey School Boards Association has declared January 2018 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and*

***WHEREAS**, The Middletown Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and*

***WHEREAS**, The Middletown Board of Education embraces the goal of high-quality education for all New Jersey public school students; and*

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***WHEREAS**, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and*

***WHEREAS**, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and*

***WHEREAS**, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and*

***WHEREAS**, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and*

***WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Education Progress (NAEP) scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it*

***RESOLVED**, That the Middletown Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2018 as SCHOOL BOARD RECOGNITION MONTH; and be it further*

***RESOLVED**, That the Middletown Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.*

8. Appointments

- A. Appointment of Patrick Rinella, District Director of Student Support Services, as the District School Safety Specialist for the 2017-2018 school year.

9. Reports

A. Report of the President

B. Report of the Business Administrator/Board Secretary

- 1) Motion to approve Bill List for the period of December 14, 2017, through January 24, 2018, as per *Attachment BA-3*
- 2) Approval of transfers for December 2017, as per *Attachment BA-2*
- 3) Motion to accept the Report of the Secretary for the month of December 2017, as per *Attachment BA-1*

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- 4) Motion to accept the Board Secretary’s certification that no major budget line item has been over-expended for the month of December 2017.

C. Report of the Superintendent

- 1) The Superintendent Report on Harassment Intimidation and Bullying is affirmed by the Board of Education for the period of 11/20/17 to 12/13/17, *as per Attachment Superintendent-1*
- 2) The Superintendent Report on Incidents of Violence, Vandalism, Weapons & Substance Abuse is affirmed by the Board of Education for the month of December:

District Tally	2017				2018					
	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Violence	1	7	2	6						
Vandalism	0	1	0	0						
Weapons	0	0	0	0						
Substance Abuse	2	7	7	3						

- 3) Recommend approval of second amendment to the 2017-2018 school budget, due to the approval of the district’s application for additional state aid in the amount of \$356,772.

Change in 2017-2018 budgeted revenues/expenditures:

	Current 2017-18 Budget	Second Budget Amendment	Revised 2017-18 Budget
Revenue:			
10-3245 Emergency Aid	\$ 0	\$356,772	\$ 356,772
Expenditures:			
11-216-100-101	\$ 759,395	\$ 45,815	\$ 805,210
Salaries of teachers – Preschool Disabilities			
11-130-100-101	\$12,307,858	\$ 67,375	\$12,375,233
Salaries of teachers – Grades 6-8			
11-000-213-300	\$ 930,000	\$ 75,000	\$ 1,005,000
Special Ed Purchased Professional/Tech Svc.			
11-120-100-101	\$19,676,457	\$ 21,560	\$19,698,017
Salaries of teachers – Grades 1-5			
11-000-291-270	\$20,463,772	\$ 30,000	\$20,493,772
Health Benefits			
11-000-261-420	\$ 538,450	\$ 117,022	\$ 655,472
Cleaning, Repair and Maintenance Svc.			

- 4) Recommend approval of Kaitlin Smith, Georgian Court University graduate student and Middletown High School North teacher, to conduct a research a study to examine the role of the teacher during interdisciplinary problem based learning activities.

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- 5) Recommend approval of Jesse Raymond, Georgia Southern University graduate student and school psychologist intern at Middletown High School North, to conduct a voluntary survey of district teachers which examines their perceptions of the role of a school psychologist.
- 6) Recommend approval of the following staff members to act on the Middletown High School Scholarship Committee for 2018, as per Board Policy #5470:

High School North	High School South
<i>Patricia Cartier</i>	<i>Matthew Kirkpatrick</i>
<i>Anthony Mormile</i>	<i>Tara Nicholas</i>
<i>Kelly Finch</i>	<i>Nick Georgiou</i>
<i>Lauren Melando</i>	<i>Denise Skinner</i>
<i>Board Liaison – Leonora Caminiti</i>	<i>Board Liaison – Danielle Walsh</i>
<i>(alternate – Joan Minnuies)</i>	<i>(alternate – Joan Minnuies)</i>

- 7) Recommend approval to change the second marking period dates at the secondary level as follows:

<u>Marking Period</u>	<u>Marking Period Start Date</u>	<u>Marking Period End Date</u>	<u>Number of Days</u>	<u>Grades Due End of Day</u>	<u>Report Cards Published</u>
2	11/13/17	1/26/18	44	1/31/18	2/2/18

- 8) Superintendent’s Update

10. Recommendations of the Superintendent of Schools

A. Technology (*David Siwiak*)

B. Student Services (*Robert Dunn*)

- 1) Recommend approval for home instruction:

<u>Student ID #</u>	<u>Beginning Date</u>	<u>Ending Date</u>
311050	12/20/2017	2/20/2018
310446	11/22/2017	2/13/2018
307274	12/20/2017	2/20/2018
16829	1/3/2018	2/3/2018
307872	12/11/2017	1/18/2018
308391	12/15/2017	2/15/2018
311051	12/20/2017	2/28/2018
312318	12/8/2017	2/8/2018
15984	9/18/2017	6/23/2018

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307678	12/18/17	12/19/2017
14249	1/2/2018	2/28/2018
311350	12/20/17	1/31/2018
308221	12/11/2017	1/24/2018
309401	12/11/2017	6/15/2018
11940	12/21/2017	2/21/2018
309726	11/27/2017	1/2/2018
305200	12/21/2017	2/21/2018
19288	1/8/2018	6/22/2018
311941	12/12/2017	1/27/2018
14586	12/10/2017	12/18/2017
310045	1/6/2018	2/20/2018
308807	11/14/2017	1/19/2018
15517	12/22/2017	1/22/2018
306959	12/22/2017	12/22/2017
310914	12/22/2017	12/23/2017
311896	1/13/2018	2/8/2018
10557	12/23/2017	1/23/2018
311032	12/4/2017	2/4/2018
14350	12/20/2017	2/28/2018
306959	1/2/2018	2/8/2018

2) Approval for new out of district placement:

<u>Student ID</u>	<u>Placement</u>	<u>Start Date</u>	<u>Cost</u>
20576	New Road School	12/7/17	\$289.86/day

3) Approval for continuous out of district placement for 2017-2018:

<u>Student ID</u>	<u>Placement</u>	<u>Start Date</u>	<u>Cost</u>
N/A			

C. Facilities (Amy Gallagher)

D. Policy (Amy Gallagher)

First Reading – No Action – Attachment Policy-1

- 1) Policy 0169.02 Board Member Use of Social Networks (New)
- 2) Policy 3437 Military Leave (Revised)
- 3) Policy 4437 Military Leave (Revised)
- 4) Regulation 5460.1 High School Transcripts (M) (Revised)
- 5) Policy 5516.01 Student Tracking Devices (New)
- 6) Regulation 7101 Educational Adequacy of Capital Projects (Revised)

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| 7) Policy 7425 | Lead Testing of Water in Schools (New) |
| 8) Policy/Regulation 7440 | School District Security (M) (Revised) |
| 9) Policy/Regulation 7441 | Electronic Surveillance in School Buildings and on School Grounds (M) (Revised) |
| 10) Policy 8507 | Breakfast Offer Versus Serve (OVS) (M) (Revised) |
| 11) Policy 8630 | Bus Driver/Bus Aide Responsibility (M) (Revised) |
| 12) Regulation 8630 | Emergency School Bus Procedures (M) (Revised) |
| 13) Policy 9242 | Use of Electronic Signatures (New) |
| <u>Second Reading – Adoption</u> | |
| 1) Policy 2700 | Services to Nonpublic School Students (M) (Revised) |
| 2) Policy/Regulation 7100 | Long-Range Facilities Planning (M) (Revised) |
| 3) Policy/Regulation 7101 | Educational Adequacy of Capital Projects (Revised) |
| 4) Policy 7102 | Site Selection and Acquisition (Revised) |
| 5) Regulation 7102 | Site Selection and Acquisition (New) |
| 6) Policy 7130 | School Closing (Revised) as amended 1/16/18 |
| 7) Policy 7300 | Disposition of Property (Revised) |
| 8) Regulation 7300.1 | Disposition of Instructional Property (Abolished) |
| 9) Regulation 7300.2 | Disposition of Land (Revised) |
| 10) Regulation 7300.3 | Disposition of Personal Property (Revised) |
| 11) Regulation 7300.4 | Disposition of Federal Property (Revised) |
| 12) Policy/Regulation 3126 | District Mentoring Program (Revised) |
| 13) Policy/Regulation 3221 | Evaluation of Teachers (M) (Revised) |
| 14) Policy/Regulation 3222 | Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised) |
| 15) Policy/Regulation 3223 | Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised) |
| 16) Policy/Regulation 3224 | Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised) |
| 17) Policy/Regulation 3240 | Professional Development for Teachers and School Leaders (M) (Revised) |

E. Curriculum (Kim Pickus)

- 1) Recommend approval of staff to attend conferences, workshops, in-services and seminars, as per *Attachment Curriculum-1 (Strategic Planning Student Success)*
- 2) Affirm request for Home Schooling for the 2017-2018 school year:
 - L.M.
- 3) Recommend approval for additional Field Trip Destination:
 - Crowne Plaza Hotel, Cherry Hill, NJ
 - Washington Crossing State Park, Titusville, NJ

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- 4) Recommend approval for overnight field trips:
 - a) Middletown High School North
Leave: Thursday, March 22, 2018
Return: Friday, March 23, 2018
Destination: Crowne Plaza Hotel, Cherry Hill, NJ
Purpose: FCCLA State Leadership Competition
15 Students
Faculty Members: Meaghan Hanson/Michele Sandone
Other Adults: 2
Students will miss 2 days of school
Cost of the trip will be paid by the Students & Fund Raising
 - b) Middletown High School North
Leave: Sunday, April 22, 2018
Return: Monday, April 23, 2018
Destination: Washington, D.C.
Purpose: Educational and it serves as a thematic review of the major concepts and figures on the AP US History exam. It is a tightly scheduled program focused on reviewing American history. All students on the trip will be required to participate in the academic endeavors and discussions.
45 Students
Faculty Members: Ellen Hill/Ken Sedlak/Brett Laskowitz
Other Adults: 2
Students will miss 1 day of school
Cost of the trip will be paid by the Students

F. Finance (Amy Gallagher)

- 1) Recommend approval of the submission of FY2018 ESEA Title I SIA (School Improvement Allocation) for Bayshore Middle School proposed program plan, budget and acceptance of funds in the amount of \$63,187.
- 2) Recommend approval of Resolution for New Jersey School Insurance Group Monmouth Ocean County Shared Services Insurance Fund Indemnity and trust Agreement Resolution to Join/Renew Membership;

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Middletown Township Board of Education, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

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WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2017, and ending July 1, 2020 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

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G. Student Activities (*Mary Ellen Walker*)

- 1) Approval of suspension report, as per *Attachment Student Activities-1*

H. Negotiations (*Dr. George / Amy Gallagher*)

I. Personnel – See Personnel Committee Report

13. Old Business – (1/16/18 - enrollment changes, meeting with Mr. Merlino and Board goals)

14. New Business

15. Public Comment – *Limited to thirty minutes*

16. Resolution for Executive Session

17. Motion to Adjourn