

MIDDLETOWN TOWNSHIP BOARD OF EDUCATION
August T. Miner Administrative Offices
834 Leonardville Road
Leonardo, New Jersey 07737

Minutes of the open pre-meeting workshop held Wednesday, October 20, 2010 in the August T. Miner Administrative Offices, Professional Development Center, 834 Leonardville Road, Leonardo, New Jersey.

1. **CALL TO ORDER** – At 6:30 p.m. the Workshop meeting was called to order.

2. **SUNSHINE NOTICE**

“Adequate notice of this meeting was provided by sending such notice to the Asbury Park Press, the Independent, the Courier, the Two River Times, and the Hub and the posting of such notice at the August T. Miner Administration Building and each elementary, middle, and secondary school in the district.”

3. **ROLL CALL**

Present: Laura Agin, Kevin Ryan, Dan Skelton (Vice President), Rose Stallmeyer and Michael Donlon (President).

Absent: Chris Aveta , Vincent Brand (7:00), Michael Mascone (arr.7:00) and Joan Minnuies.

Also Present: Karen Bilbao, Superintendent, Dominic Carrea, Interim Business Administrator/Board Secretary, James Stefankiewicz , Assistant Superintendent, and Christopher Parton, Esq., Board Attorney.

4. **RESOLUTION FOR EXECUTIVE SESSION**

At 6:35 p.m. motion made by Mr. Ryan and seconded by Mr. Skelton to adjourn to closed session for matters of personnel and negotiations. The Board will be discussing: Paraprofessional negotiations and various personnel matters.

5. **CALL TO ORDER** – Reconvene Workshop Meeting at 7:45 p.m.

6. **RE-READING OF SUNSHINE NOTICE**

7. **ROLL CALL**

Present: Laura Agin, Chris Aveta (7:55), Vincent Brand, Michael Mascone, Kevin Ryan (left 9:30), Dan Skelton (Vice President), Rose Stallmeyer and Michael Donlon (President).

Absent: Joan Minnuies

Also Present: Karen Bilbao, Dominic Carrea, James Stefankiewicz and Christopher Parton, Esq.

8. **PLEDGE OF ALLIGENCE** was lead by Board President Donlon.

9. **MOMENT OF SILENCE** – for Zachary Buttler, High School North Sophomore.

10. **THIRTY MINUTE OPPORTUNITY FOR THE PUBLIC TO SPEAK**

The following members of the public spoke:

- Tony Palermo commented on the Strategic Plan regarding redistricting and community involvement, and replacement of the Thompson Middle School Principal.

Mrs. Bilbao responded to redistricting concerns stating that this is one option being looked into only if significant budget cuts have to be made, if the budget does not pass in 2011, in order to achieve millions of dollars in savings. Types of redistricting being studied at this time are full redistricting and possible closing of elementary schools, as well as other less invasive types of redistricting. All communication for updating the community will be done through the district website, Parent Information Council (PIC), Superintendent update and other parent groups. The elementary facilities ad hoc committee is one other vehicle for community involvement. Mrs. Bilbao added that if a building were to close, the Board of Education would require final approval by the County Office.

- Maureen Campbell and several high school south students commented on the High School South SAC position.
- Vera Piasecki commented on Harmony Preschool playground and contracted services provided by Whirl Construction.
- Sue Griffin spoke on upcoming strategic plan committee meetings.
- Patrick Whelan discussed redistricting of Thompson students.

- Dana Johnson reported that Thompson PFA provided factual information at the PFA meeting, based on information received at previous public meetings, such as PIC and the district's Strategic Planning meeting on October 5th.
- Patricia Buthorn discussed a possible redistricting timeframe.
- Dawn Gervase commented on the strategic planning process and timeframe.
- Laura Lieneck discussed Ocean Avenue landscaping.

11. REPORT OF THE SUPERINTENDENT – WORKSHOP MEETING DISCUSSION: Strategic Plan District Goals Activity Framework Proposals: Mr. Stefankiewicz discussed Community Partnership Goal - Strategy 2. Community members have suggested a number of fund raising activities, i.e., placing advertisements on the side bar of the district website homepage, paid advertisements on school signs and marquees, corporate sponsorship with sporting good vendors and investigation of other school district strategies to promote corporate sponsorship. One of the changes made to the strategic plan was to place the contract with Corporate Marketing Association on the October 27th meeting agenda to be voted upon. Other avenues for obtaining sponsorships are being looked into. Mrs. Bilbao presented changes to Community Partnership Goal - Strategy 3. Social networking systems are being explored to find the best source of communication with the community. The district is investigating the use of web pages for student and parent information and interaction with teachers and classroom activities, to allow for student and parent input. One suggestion was made by a committee member that the district pilots an online tutoring program to enable a teacher to work with a student online. Another suggestion was the use of interactive technology, and the use of Harris Connect to assist with solicitation of volunteers and fundraising. The next topic discussed was Environment – Strategy Planning Goal 2. Mr. Healy reported that members of the Elementary Facilities Ad Hoc Committee participated in discussion of item #5. At the Facilities Committee Meeting on October 18th, Mr. Danny Estrada, chairperson for the Elementary Facilities Ad Hoc Committee, reported on the status of the committee meetings to date and moving forward. Mr. Healy identified the changes to item #7 made to include the word “explore” redistricting options. Mr. Healy briefly commented on some of the steps being explored, measure of success, and cost savings. Administration will explore what other districts have done for redistricting, and what benefits and savings were made, if any, per their re-districting efforts. The Board discussed adding Action item #9 to Environment; balance secondary class enrollment to achieve equities through redistribution of professional and ancillary staff. Measures of success would be the impact on class size and appropriate equity in class size in district secondary schools. The next report was made by Dr. Cantillo indicating that no changes had been made to Environment Goal - Strategy 3. Mr. Stefankiewicz reported on Student Achievement - Strategy 1 noting the addition of item #6 and #7, and for Student Achievement – Strategy 2, item #4 was added. Student Achievement - Strategy # 3 was reported on by Mrs. McMullen. Item #4 was added to include support at the building level. A monthly progress summary will be provided to Mrs. McMullen and information will be shared with the Board and Committee members. Dr. Cantillo will ensure that every building incorporates the social development positive behavioral supports into their building based goals. Principals will be made aware of this at the next Principals’ meeting.

Mrs. Bilbao announced that for the October 27, 2010 Voting Meeting, students from the Thorne Alternative Program will conduct a short presentation to the Board regarding the program name change. There will be a proposal on the 10/27/10 agenda to change one date on the district calendar for scheduled elementary evening conferences from Thursday, December 2, 2010, to Tuesday November 30, 2010, because of Hanukkah. Also, Mrs. Bilbao advised that there will be new positions for consideration from the Personnel Committee on next week’s agenda, as well. These positions are for Thompson (in-class support/literacy coach), Middle School SAC position, and 1/5 Spanish position at High School South to reduce class size. The Science Coach position is being reconsidered at this time, due to cost. Mr. Stefankiewicz reported that, in lieu of this position, all teachers are being trained on Study Island which has a biology competency test component. Students taking the biology test will have access to this program. Articulation is being promoted to ensure that students are best prepared. A homework help club is being considered with the use of rotating teachers and being funded with the savings of the Science Coach position, to provide extra help and practice for students who need it, either before or after school. Mr. Skelton requested alternatives to hiring a full time SAC at the Middle School level. Cumulative data on student interaction with the SAC at the Middle Schools will be provided before the 10/27/10 voting meeting.

12. COMMITTEE REPORTS:

A. Technology Committee (Kevin Ryan, Chairperson) Jay Attiya reported on a pilot test using software on 150 computers in 3 elementary schools that would shut down the computer after a 3 hour period. In one month’s time, there was an energy savings of \$1,000. The cost to purchase 2000 licenses, added to the 1000 already owned by the district, would be \$20,000. The software would be used on all of the 3000 district desktop computers. Based on the pilot test results, the cost would be recovered after one year’s time. Mr. Attiya will check with other vendors to see if a similar product is available at a lower cost. Dr. Cantillo reported on the minutes of the Technology Committee; personal laptop use for students in grades 4-12, Google Docs and creation of Staff Technology Committee (1 member from each school).

B. Curriculum Committee (*Daniel Skelton, Chairperson*) James Stefankiewicz reported on computer lab use, and reported on the minutes of the Curriculum Committee Meeting held on October 14, 2010. Items from the minutes include; Middle School and Smaller Learning Community/Career Academy Committees, Algebra/Biology EOC testing, Tomorrow's Teacher Program, class size update, Teacher/Principal evaluation survey, standards-based report cards and PSAT administration.

C. Finance Committee (*Christopher Aveta, Chairperson*) Mr. Aveta discussed the CMA sponsorship contract and Parent Organization fundraising. The parent groups will be asked to provide an updated list of vendors from which they continue to receive financial support. The Board suggested that the leaders of the Booster Club at High School North and the Touch Down Club at High School South be invited to attend the October 25th Finance Committee Meeting to discuss 2010-11 sponsorships. Mr. Parton will revise the existing contract with CMA for the November Voting Meeting Agenda, and recommended extension of the existing contract to run through November 30, 2010, for approval at the October 27th Voting Meeting.

D. Policy Committee (*Vincent Brand, Chairperson*) Mr. Brand reported that the six agenda items are for second readings with nothing new to report.

E. Negotiations Committee (*Michael Donlon, Chairperson*).

F. Facilities Committee (*Michael Mascone, Chairperson*). Mr. Mascone gave an update of the Facilities Committee Meeting held on October 18, 2010. One item discussed was the Energy Audit Program Grant. This is a State funded program and is on the agenda for approval. Dome Tech was determined to be the most advantageous to contract with. Other topics discussed were participating in a couple of RFP's with the Township, letter sent to the Township by Mike Donlon regarding efforts to work together with shared services with solar energy, River Plaza update, approval of M-1 form and Indicator 7.6 Facilities Checklist at the October Voting Meeting, facility use permits and the 2011 graduation venues. Regarding the 2011 graduation venue, it was recommended that extensive communication with senior students be done prior to a decision to be made public by December 1, 2010. The Elementary Facilities Ad Hoc Committee will be assessing elementary buildings, surveying administrators, teachers and maintenance workers, starting with Middletown Village Elementary School. All surveys will be preapproved by the Superintendent.

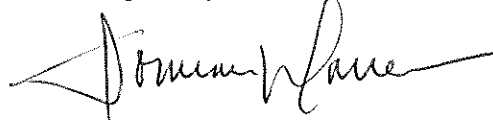
G. Student Services Committee (*Rose Stallmeyer, Chairperson*) Rose Stallmeyer discussed the agenda item for substitute coverage for the sign language service provider.

H. Personnel Committee (*Laura Agin, Chairperson*) The Personnel Committee will meet next week.

13. **OLD BUSINESS** – No old business.
14. **NEW BUSINESS** – No new business.
15. **MOTION TO ADJOURN**

At 11:58 p.m. motion made by Laura Agin and seconded by Dan Skelton to adjourn.

Respectfully submitted,



DOMINIC V. CARREA

Interim School Business Administrator/Board Secretary