

**MIDDLETOWN TOWNSHIP PUBLIC SCHOOLS
BOARD OF EDUCATION
WORKSHOP/VOTING MEETING
HIGH SCHOOL NORTH LIBRARY
TUESDAY, JUNE 20, 2023 7:00 PM
PUBLIC MEETING APPROXIMATELY 8:00 PM**



Middletown Township Board of Education

Frank Capone, President
Jacqueline Tobacco, Vice President
Leonora Caminiti
Kate Farley
Joe Fitzgerald
H. Barry Heffernan
Joan Minnuies
Gary Tulp
Deborah Wright
Student Representative, High School North - Liam Ruane
Student Representative, High School South - Kaylea Hallam

Mary Ellen Walker
Superintendent of Schools

Amy P. Doherty, CPA
Business Administrator / Board Secretary

Mission Statement

The Middletown Township Public School District will work as a united community to empower each student by providing an engaging, inclusive, and safe educational environment. The District will utilize available resources, responsibly and effectively, to enable students to reach their full potential as life-long learners and responsible citizens. The District will encourage students to develop their imagination and creativity, aspire to greatness, value diverse perspectives, and demonstrate cultural competence as global citizens to prepare for future academic, career, and personal success.

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, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall 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 that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- I will confine my board action to policy making, 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 that 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. 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 school.
- 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 the complaints at public meetings only after failure of an administrative solution.

1. **6:30 PM Student and Retiree Recognition - High School North Library**
2. **7:00 PM Opening of Meeting - Call to Order by Board Secretary 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”.
3. **Roll Call**
4. **Resolution for Executive Session**
5. **Call to Order by the Board President and Re-Reading of Sunshine Announcement**
6. **Roll Call**
7. **Pledge of Allegiance**
8. **Recognition of Student Board Members Liam Ruane and Kaylea Hallam**
9. **Committee Reports**
 - A. Negotiations (Jacqueline Tobacco/Patrick Rinella)
 - B. Curriculum and Instruction (Kate Farley/Jessica Alfone)
 - Committee Meeting 6/8/23
 - C. Student Services (Gary Tulp/Jessica Alfone)
 - Committee Meeting 6/8/23
 - D. Facilities/Finance (Frank Capone/Amy Doherty)
 - Committee Meeting 6/12/23
 - E. Policy (Jacqueline Tobacco/Matthew Kirkpatrick)
 - F. Co-Curricular (Leonora Caminiti/Pat Rinella)
 - G. Technology (Barry Heffernan/Amy Doherty)
 - H. Shared Services (Frank Capone/Amy Doherty)
 - I. Strategic Planning (Frank Capone)
 - J. Personnel (Joan Minnuies/Patrick Rinella)
 - Committee Meeting 6/12/23
 - K. Legislative (Jacqueline Tobacco/Mary Ellen Walker)
10. **Opportunity for Public Comment on Agenda Items Only - limited to thirty minutes**
11. **Motion to Approve Minutes**
 - Executive Session 5/15/2023
 - Special Voting Meeting 5/15/2023

- Executive Session 5/23/2023
- Workshop/Regular Voting Meeting 5/23/2023

12. Reports

A. Report of the President

B. Board Secretary’s Monthly Certification

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of May 31, 2023 no line item account has encumbrances and expenditures, which in total exceed the line appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Amy P. Doherty
School Business Administrator/Board Secretary

C. Report of the Business Administrator/Board Secretary

- 1) Motion to approve Bill List for the period of May 24, 2023 through June 20, 2023 as per *Attachment BA-3 Bill List*.
- 2) Approval of transfers for May 2023, as per *Attachment BA-2 Transfers*.
- 3) Motion to accept the Report of the Secretary for the month of May 2023, as per *Attachment BA-1 Report of Secretary*.
- 4) Recommend approval to void outstanding checks per account, prior to calendar year 2023 from general and athletic and net payroll accounts:

General Account:		
Date	Check #	Amount
1/26/2021	91636	\$355.20
1/26/2021	91642	\$360.75
7/27/2021	93368	\$477.30
7/27/2021	93395	\$543.90
7/27/2021	93421	\$116.55
7/27/2021	93433	\$543.90
7/27/2021	93506	\$477.30
7/27/2021	93512	\$543.90
9/29/2021	93860	\$112.76
9/29/2021	93944	\$85.65
1/26/2022	95100	\$500.00
1/26/2022	95159	\$189.00
1/26/2022	95187	\$500.00
1/26/2022	95230	\$500.00
1/26/2022	95231	\$500.00
2/23/2022	95550	\$464.44
3/29/2022	95861	\$382.48
		\$6,653.13

Athletics Account:		
Date	Check #	Amount
10/28/2020	30071	\$180.00
3/22/2021	30245	\$84.00
5/24/2021	30465	\$87.00
6/21/2021	30639	\$186.00
6/21/2021	30647	\$62.00
11/12/2021	30856	\$88.00
11/12/2021	30861	\$145.00
11/12/2021	30896	\$400.00
11/15/2021	30907	\$85.00
11/15/2021	30938	\$88.00
12/15/2021	31055	\$124.00
12/15/2021	31066	\$88.00
12/22/2021	31166	\$258.00
12/23/2021	31215	\$86.00
12/23/2021	31216	\$35.00
		\$1,996.00

Student Activities Account:		
Date	Check #	Amount
1/5/2022	1680	\$100.00
5/2/2022	1948	\$200.00
5/3/2022	1959	\$43.95
5/24/2022	2107	\$100.00
5/24/2022	2108	\$300.00
6/22/2022	2291	\$96.00
		\$839.95

D. Report of the Superintendent

- 1) Superintendent’s update.
- 2) The Superintendent Report on Harassment Intimidation and Bullying is affirmed by the Board of Education, as per *Attachment Superintendent-1 HIB*.
- 3) The Superintendent Report on incidents of Violence, Vandalism, Weapons & Substance Abuse is affirmed by the Board of Education for the month of May:

	<u>2022</u>				<u>2023</u>					
District Tally	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Violence	2	3	4	6	4	5	10	7	7	
Vandalism	0	1	0	0	0	0	0	0	0	
Weapons	0	3	0	0	0	1	0	1	0	
Substance Abuse	8	1	2	2	2	1	3	2	2	

- 4) Appointment of *Devyn Orozco* as Domestic Violence Human Resource Officer for the 2023-2024 school year.
- 5) Appointment of *Devyn Orozco* as Title IX Coordinator for the 2023-2024 school year.
- 6) Approval of Memorandum of Agreement with Fairleigh Dickinson University Dual Enrollment for two business courses, “Intro Financial Accounting” and “Business in Global Society” July 1, 2023 through June 30, 2028, as per *Attachment Superintendent-2 FDU*.
- 7) Approval of affiliation Agreement with Kean University for an early college credit course from the Holocaust and Genocide Studies Program effective September, 1 2023 through June 30, 2025, as per *Attachment Superintendent-3 Kean*.
- 8) The Superintendent of Schools recommends approval of a Georgian Court University School Psychology Program Contract between Middletown Township Public Schools and Georgian Court University, as per *Attachment Superintendent-4 GCU*.
- 9) The Superintendent of Schools recommends submission of the Certification of the Security Drill Statement of Assurance relating to the practicing of school security drills for the 2022-2023 school year.
- 10) The Superintendent of Schools recommends approval of the 2023-2024 school times, as per *Attachment Superintendent-5 School Times*.
- 11) The Superintendent of Schools recommends approval, with great appreciation, of the donation of \$25,000 by the Lincroft PTA for the purpose of replacing playground equipment at Lincroft Elementary School.

13. Recommendations of the Superintendent of Schools

A. Technology (David Siwiak)

- 1) Recommend approval of contract with CDW Amplified for Education for Google Workspace for Education Plus - Multi-Year - 3-year annual pay on domain middletownk12.org and license term: July 23, 2023 - July 22, 2024. Covered under Educational Services Commission of New Jersey (ESCNJ/AEPA-22G) in the amount of \$41,175 per year.

B. Student Services (Michele Tiedemann)

- 1) Recommend approval for home instruction:

<u>Student ID</u>	<u>Start Date</u>	<u>End Date</u>
24719	3/20/23	6/16/23
10308	4/14/23	6/16/23
12107	4/25/23	6/16/23
13916	5/6/23	6/6/23
18448	7/1/23	8/16/23
22187	5/18/23	6/16/23
10781	5/17/23	6/16/23
25985	5/16/23	6/16/23
13847	5/19/23	6/16/23
12040	5/5/23	6/16/23
13921	5/15/23	6/16/23
18783	5/23/23	6/16/23
15101	5/23/23	5/29/23
21048	7/1/23	8/16/23
23251	5/23/23	6/16/23
11589	5/22/23	6/16/23
16839	5/24/23	6/16/23
16361	5/22/23	6/16/23
20583	5/26/23	6/23/23
11985	5/11/23	6/16/23
25957	5/25/23	6/16/23
16206	5/30/23	6/16/23
26095	5/11/23	6/16/23
11724	5/4/23	6/16/23
11180	4/16/23	6/16/23
19288	7/5/23	8/25/23
24889	6/9/23	6/16/23
13587	6/4/23	6/16/23

- 2) Approval of continuous out of district placement 2023-2024:

<u>Student ID</u>	<u>Placement</u>	<u>Start Date</u>	<u>End Date</u>	<u>Cost per day</u>
26076	Hawkswood School	7/6/23	6/11/24	\$395.15
21794	Hawkswood School	7/6/23	6/11/24	\$395.15
12524	Hawkswood School	7/6/23	6/11/24	\$395.15
23999	Hawkswood School	7/6/23	6/11/24	\$395.15

Tuesday, June 20, 2023 – High School North Library

14359	Hawkswood School	7/6/23	6/11/24	\$395.15
14360	Hawkswood School	7/6/23	6/11/24	\$395.15
307700	Hawkswood School	7/6/23	6/11/24	\$395.15
23795	Hawkswood School	7/6/23	6/11/24	\$395.15
25835	Hawkswood School	7/6/23	6/11/24	\$395.15
10656	Search Day Program	7/5/23	6/12/24	\$383.71
15110	Developmental Learning Center	6/28/23	6/11/24	\$484.86
12114	Princeton Child Development Institute	7/5/23	6/14/24	\$665.00
22889	The Rugby School	9/7/23	6/25/24	\$398.30
19903	The Rugby School	9/7/23	6/25/24	\$398.30
12249	Cornerstone Day School	7/10/23	6/28/24	\$458.98
309063	The Shore Center(Bayshore Joint Comm)	9/1/23	6/17/24	\$5400/month
13140	Somerset Hill Learning Institute	7/5/23	6/14/24	\$664.63
26129	The Education Academy	7/10/23	6/13/24	\$276.57
23345	The Education Academy	7/10/23	6/13/24	\$276.57
16618	Children’s Center of Monmouth Cty	7/5/23	6/13/24	\$357.16
306562	Children’s Center of Monmouth Cty	7/5/23	6/13/24	\$357.16
312236	Children’s Center of Monmouth Cty	7/5/23	6/13/24	\$357.16
13143	The Eden School	7/2/23	6/18/24	\$528.67
311293	The Eden School	7/5/23	6/18/24	\$528.67
15877	The Eden School	7/5/23	6/18/24	\$528.67
14890	Coastal Learning Center	7/3/23	6/20/24	\$341.25
10416	Spectrum Consulting, Inc.	7/5/23	8/25/23	\$612.00 (ESY)
21254	The Newgrange School	9/5/23	6/14/24	\$317.18
100157	Schroth School/Ladacin Network	7/5/23	6/19/24	\$314.50
19889	NuView Academy (ESCNJ)	9/5/23	6/17/24	\$354.00
20148	NuView Academy (ESCNJ)	6/26/23	6/17/24	\$354.00
24003	Summit Speech School	7/1/23	6/18/24	\$315.00
14190	Celebrate the Children	9/7/23	6/24/24	\$555.55

3) Approval of Contracted Service Providers for the 2023-2024 school year:

Neurology Specialists of Monmouth County	\$450.00 per neurological evaluation
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4) Approval of tuition contract agreements to attend Middletown Township School District for the 2023-2024 school year:

Student	Sending District	Tuition Rate
KA	Keansburg BOE	\$78,401.86
EG	Freehold Borough BOE	\$44,580.19
SN	Henry Hudson Regional BOE	\$29,085.44
MS	Holmdel BOE	\$39,515.00

- 5) Approval of Settlement Agreement:
 - a. Settlement agreement for student #23924

C. Facilities (*Amy Doherty*)

D. Policy (*Matthew Kirkpatrick*)

- 1) Second Reading - Adoption
 - P 3217 Use of Corporal Punishment
 - P 4217 Use of Corporal Punishment
 - P5756 Transgender Students

E. Curriculum & Instruction (*Jessica Alfone*)

- 1) Recommend approval of staff to attend conferences, workshops, in-services and seminars, as per *Attachment Curriculum-1 Professional Development*.
- 2) Recommend Curriculum Associates i-Ready site licenses, professional development, and i-Ready Partner Services for elementary and middle schools for the 2023-2024 school year in the amount of \$332,919.
- 3) Approval of New Curriculum Guides for the 2023 -2024 school year, as per *Attachment Curriculum-2 New Curriculum Guides*.

F. Finance (*Amy Doherty*)

- 1) Approval of the P.L. 2015, Chapter 47 Report of Awarded Contracts Pursuant to PL 2015, Chapter 47. The Middletown Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.

Out of district tuition (various NJDOE approved institutions) contracts, nursing services, medical doctor services, speech services, occupational therapy services, physical therapy services, guidance services, child study team services, school behaviorist services, school psychologist services, special education student evaluation services, certified and non-certified staff professional development services, technology services, internet access, email systems, computer hardware and any necessary software (including operating systems), fund accounting software, payroll processing software, personnel maintenance software, legal services, auditing and accounting services, insurance brokerage services, medical, prescription and dental insurance, office and operating supplies and materials, school and instructional supplies and materials, athletic supplies and materials / equipment, furniture and fixtures, instructional and support facility upgrades and renovations, athletic field maintenance and upgrades, architect/engineering services, HVAC maintenance, various building systems maintenance and operations, custodial services, cafeteria services (food service management company), natural gas, electricity, domestic water, garbage and waste disposal, recycling, transportation for special education students, transportation services for choice district and charter students, Social Security, required NJ Department of Treasury Pension program, insurance (property, EDP, general liability, umbrella/excess, equip. breakdown, crime/bonds, automobile liability, errors omissions,

auto physical damage, workers' compensation), unemployment insurance, and any other goods/services necessary to operate the school district.

- 2) Approval for transfer of unexpended appropriations and/or excess revenue to reserve.

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end and,

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Middletown Township Board of Education wishes to deposit anticipated excess current revenues and/or unexpended appropriations into a Capital Reserve account at year end, and

WHEREAS, the Middletown Township Board of Education has determined that up to \$500,000 is available for such purposes to transfer to a Capital Reserve account, and

WHEREAS, the Middletown Township Board of Education wishes to deposit anticipated excess current revenues and/or unexpended appropriations into a Maintenance Reserve account at year end, and

WHEREAS, the Middletown Township Board of Education has determined that up to \$500,000 is available for such purposes to transfer to a Maintenance Reserve account,

NOW THEREFORE BE IT RESOLVED by the Middletown Township Board of Education that it hereby authorizes the district's School Business Administrator to establish these accounts if necessary and make these transfers consistent with all applicable laws and regulations.

- 3) Resolution to continue participation in Diploma Joint Insurance Fund;

WHEREAS, the Middletown Township Board of Education, hereafter referred to as "Educational Facility" is a member of the Diploma Joint Insurance Fund, hereinafter referred to as "Fund"; and

WHEREAS, said renewal membership terminates as of July 1, 2023 at 12:01 a.m. standard time, unless earlier renewed by agreement between the Educational Facility and the Fund; and

WHEREAS, the Educational Facility is afforded the following types of coverage:

- Workers' Compensation
- Supplemental Indemnity - Workers' Compensation
- Package - Property, Boiler & Machinery, General and Auto Liability
- Excess Liability (AL/GL)
- School Leaders Professional Liability
- Excess Liability (SLPL)

WHEREAS, the Educational Facility desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Educational Facility agrees to renew its membership in the Fund for a period of three years beginning July 1, 2023, and ending July 1, 2026 at 12:01 a.m. eastern standard time, and to be subject to the coverage, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.
2. The Educational Facility's Business Official, Amy Doherty is hereby appointed as the Educational Facility's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Educational Facility's renewal of its membership.

4) Resolution to Appoint a Risk Manager;

WHEREAS, the Middletown Township Board of Education, ("Educational Facility") has resolved to join the Diploma Joint Insurance Fund ("Diploma JIF") following a detailed analysis; and

WHEREAS, the Bylaws of Diploma JIF require that each entity designate a Risk Manager to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that Diploma JIF shall pay each Risk Manager a fee to be established annually by the Board of Trustees;

NOW THEREFORE, BE IT RESOLVED that the Middletown Township Board of Education, does hereby appoint Acrisure as its Risk Manager in accordance with the Fund's Bylaws.

5) Resolution to renew liability insurance policies with Diploma Joint Insurance Fund for the 2023-2024 school year for the following coverage:

Property & Casualty Insurance	\$1,666,505
(Including Errors and Omissions & Bonds)	
Workers Compensation Insurance	<u>\$ 975,112</u>
	\$2,641,617

6) **BE IT RESOLVED**, per the recommendation of its group insurance broker-of-record, Brown & Brown, the Board of Education hereby resolves, effective July 1, 2023, to renew Delta Dental as its group dental insurance carrier, at the rates, benefits, terms and conditions per their proposal. Benefits will be consistent with the requirements of the collective bargaining agreements.

7) Approval of transportation jointure with Monmouth Regional Board of Education as Host District for 29 days of the 2022-2023 school year at a total cost of \$3,697.50.

- 8) Acceptance of proposal for Employee Assistance Program services from Rutgers University Behavioral Health Care at a rate of \$160/hour.
- 9) Recommend the acceptance of the NJDOE Climate Change Pilot Grant in the amount of \$6660 to be used to support locally focused climate awareness initiatives that design, demonstrate, and/or deploy climate awareness education curricula, activities, practices, or strategies based on the New Jersey Student Learning Standards (NJSLS) and that connect the local, regional, and global implications of climate change with the lives of students.
- 10) Recommend the approval of the submission of FY2024 ESEA proposed program plan and budget and accept funds as approved:

TITLE	AMOUNT
TITLE I-A	\$358,776
TITLE II-A	\$147,635
TITLE III	\$11,025
TITLE IV Part A	\$29,919

G. Student Activities (*Matthew Kirkpatrick*)

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

H. Negotiations (*Patrick Rinella*)

- I. Personnel** (*Patrick Rinella*) – See Personnel Report.

14. Old Business

15. New Business

16. Public Comment - *limited to thirty minutes*

17. Motion to Adjourn