

**MIDDLETOWN TOWNSHIP PUBLIC SCHOOLS
BOARD OF EDUCATION
WORKSHOP/VOTING MEETING
HIGH SCHOOL NORTH LIBRARY
TUESDAY, JUNE 14, 2022 7:00 PM
PUBLIC MEETING APPROXIMATELY 8:00 PM**



Middletown Township Board of Education

**Frank Capone, President
Jacqueline Tobacco, Vice President
Leonora Caminiti
Michael Donlon
Kate Farley
H. Barry Heffernan
John Little
Joan Minnuies
Deborah Wright**

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. **6:00 PM Recognition of Students and Staff** (*HSN Auditorium*)
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. **Student Speakers**
 - High School North - Sophia Haber-Brock
 - High School South - Stephanie Buchsbaum
5. **Resolution for Executive Session**
6. **Call to Order by the Board President and Re-Reading of Sunshine Announcement**
7. **Roll Call**
8. **Pledge of Allegiance**
9. **Recognition**
*The Administration and Board of Education congratulate and recognize Dr. Hailey Ogilvie for recently earning her doctoral degree from Drexel University. Dr. Ogilvie has been employed by the District since 2017 and is currently a speech therapist at New Monmouth Elementary School. On June 1, she successfully defended her dissertation, *Augmentative and Alternative Communication School and Home Connection for Children with Autism: A Qualitative Case Study*. We commend Dr. Ogilvie for her perseverance and dedication.*
10. **Committee Reports**
 - A. Legislative (Barry Heffernan/Mary Ellen Walker)
 - B. Co-Curricular/Technology (Leonora Caminiti/Pat Rinella/David Siwiak)
 - C. Student Services (John Little/Michele Tiedemann)
 - Committee Meeting 6/7/2022
 - D. Facilities/Finance (Frank Capone/Amy Doherty)
 - Committee Meeting 6/6/2022
 - E. Policy (Jacqueline Tobacco/Matthew Kirkpatrick)
 - Committee Meeting 6/6/2022
 - F. Curriculum and Instruction (Kate Farley/Jessica Alfone)
 - Committee Meeting 6/7/2022
 - G. Shared Services (Frank Capone/Amy Doherty)

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- H. Strategic Planning (Frank Capone)
- I. Personnel (Joan Minnuies/Patrick Rinella)
 - Committee Meeting 6/9/2022
- J. Negotiations (Jacqueline Tobacco/Patrick Rinella)

11. Opportunity for Public Comment on Agenda Items Only - limited to thirty minutes

12. Reports

A. Report of the President

- 1) The Board President recommends approval of the Agreement between the Middletown Township Board of Education and Teamsters Local No. 11 (Paraprofessionals) for the term July 1, 2022 - June 30, 2025.

B. Report of the Business Administrator/Board Secretary

- 2) Motion to approve Bill List for the period of June 1, 2022 through June 14 ,2022 as per *Attachment BA-3 Bill List*.
- 3) Approval of transfers for May 2022, as per *Attachment BA-2 Transfers*.
- 4) Motion to accept the Report of the Secretary for the month of May 2022, as per *Attachment BA-1 Report of Secretary*.
- 5) Motion to accept the Board Secretary’s certification that no major budget line item has been over-expended for the month of May 2022.
- 6) Recommend approval to void outstanding checks per account, prior to calendar year 2022 from general and athletic and net payroll accounts;

<u>General Account:</u>		
Check Date	Check #	Amount
6/24/2020	85660	\$3.05
6/24/2020	85669	\$12.40
7/29/2020	90128	\$388.00
9/23/2020	90698	\$4.30
2/23/2021	91987	\$123.00
3/23/2021	92337	\$400.00
		\$930.75

<u>Athletic Account:</u>		
Check Date	Check #	Amount
3/22/2021	30275	\$84.00
6/21/2021	30577	\$220.00
6/21/2021	30583	\$150.00
6/21/2021	30604	\$62.00
6/29/2021	30676	\$88.00
		\$604.00

<u>Student Activities Account:</u>		
Check Date	Check #	Amount
10/6/2020	1021	\$40.00
10/6/2020	1022	\$60.00
10/6/2020	1024	\$60.00
10/6/2020	1041	\$82.00
10/6/2020	1045	\$53.00
11/4/2020	1065	\$30.00
12/22/2020	1120	\$150.00
4/13/2021	1194	\$95.00
6/3/2021	1414	\$95.00
		\$665.00

C. 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>2021</u>				<u>2022</u>					
District Tally	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Violence	1	1	1	1	1	3	6	3	11	
Vandalism	0	0	0	0	0	0	0	0	0	
Weapons	0	0	0	0	0	0	0	0	0	
Substance Abuse	0	3	0	0	1	2	5	2	1	

- 4) The Superintendent recommends approval of the Sidebar Agreement between the Middletown Township Board of Education and the Middletown Township Education Association, as per *Attachment Superintendent-2*.
- 5) 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 2021-2022 school year.

13. Recommendations of the Superintendent of Schools

A. Technology (*David Siwiak*)

- 1) Recommend approval of the purchase of Nutanix Refresh NX8135 with Veeam and Azure covered under the NJEdge 10ZiG: E6882651 Nutanix and VMware ELA: 00278834 contract to PBG Networks in the amount of \$186,075.12

B. Student Services (*Michele Tiedemann*)

- 2) Recommend approval for home instruction:

<u>Student ID</u>	<u>Start Date</u>	<u>End Date</u>
11506	5/19/22	6/19/22
15791	5/24/22	6/24/22
11518	5/23/22	6/24/22
12932	5/11/22	6/24/22
17883	5/19/22	6/24/22
21104	6/2/22	6/24/22
14163	5/10/22	6/24/22
20494	5/16/22	6/24/22
21882	5/26/22	6/24/22
11916	5/19/22	6/24/22

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311549	5/26/22	6/24/22
309007	4/17/22	6/24/22
23798	5/31/22	8/31/22
13916	5/31/22	6/24/22
13847	6/1/22	6/24/22
12095	5/7/22	6/24/22
16090	6/2/22	9/2/22
12040	5/11/22	6/24/22
12601	5/16/22	6/24/22
16617	6/6/22	6/24/22
11290	5/25/22	6/24/22
12813	6/7/22	6/24/22
18783	5/10/22	6/24/22
10781	6/15/22	8/12/22
14998	6/18/22	6/24/22
10347	6/14/22	6/24/22
311898	6/5/22	6/24/22
20575	6/16/22	6/24/22
312569	6/6/22	6/24/22
12213	6/6/22	6/24/22
13404	6/8/22	6/24/22
311865	6/7/22	6/24/22
24553	6/3/22	6/24/22
21048	6/24/22	8/24/22
12427	6/24/22	7/24/22
309708	6/8/22	6/24/22
14198	6/7/22	6/24/22
11916	6/24/22	7/29/22
310415	6/8/22	6/24/22
11589	6/9/22	6/24/22
14270	6/6/22	6/24/22

3) Approval for continuous out of district placement for 2022-2023:

<u>Student ID</u>	<u>Placement</u>	<u>Start Date</u>	<u>End Date</u>	<u>Cost</u>
13715	East Mountain School	7/6/22	6/21/23	\$396.82
312236	Children’s Center of Mon Cty	7/5/22	6/16/23	\$338.70
306562	Children’s Center of Mon Cty	7/5/22	6/16/23	\$338.70
311570	Schroth School/Ladacin	7/5/22	6/22/23	\$331.00
100157	Schroth School/Ladacin	7/5/22	6/22/23	\$331.00
23252	Schroth School/Ladacin	7/5/22	6/22/23	\$331.00
312431	Collier School	7/5/22	6/23/23	\$280.00
11951	Bonnie Brae School	7/5/22	6/23/23	\$430.00
24003	Summit Speech School	7/1/22	6/16/23	\$305.00
12114	Princeton Child Develop. Inst.	7/1/22	6/15/23	\$616.00

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21254	The Newgrange School	9/6/22	6/20/23	\$355.80
18351	CPC-High Point Schools	7/5/22	6/21/23	\$468.90
11836	Collier School	9/7/22	6/23/23	\$364.00
22903	Collier School	9/7/22	6/23/23	\$364.00
22790	Collier School	9/7/22	6/23/23	\$364.00
20148	Nuview Academy/ESCNJ	6/27/22	6/19/23	\$344.00
10416	Spectrum Consulting, Inc	7/6/22	8/26/22	\$300.00 (ESY)

C. Facilities (*Amy Doherty*)

D. Policy (*Mathew Kirkpatrick*)

1) Second Reading - Adoption:

P2417 Student Intervention and Referral Services (M) (Revised)

P2415.04 Title 1 District Wide Parent and Family Engagement (M) (Revised)

P2415.50 Title 1 School Parent and Family Engagement (M) (New)

Bayshore

Thorne

Bayview

Fairview

Harmony

Leonardo

New Monmouth

Ocean Avenue

P2416.01 Postnatal Accommodations for Students (New)

P5512 Harassment, Intimidation and Bullying (M) (Revised)

P/R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)

P8420 Emergency and Crisis Situations (M) (Revised)

P/R7410 Maintenance and Repair (M) (Revised)

P3161 Examination for Cause (Teaching Staff) (Revised)

P4161 Examination for Cause (Support Staff) (Revised)

P/R 2622 Student Assessment (M) (Revised)

P2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment (M) (Revised)

P5460 High School Graduation (M) (Revised)

P9560 Administration of School Surveys (M) (Revised)

P8550 Meal Charges/Outstanding Food Service Bill (M) (Revised)

P6115.01 Federal Awards/Funds Internal Controls - Allowability of Costs (M) (New)

P6115.02 Federal Awards/Funds Internal Controls - Mandatory Disclosures (M) (New)

P6115.03 Federal Awards/Funds Internal Controls - Conflict of Interest (M) (New)

P6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)

P/R 2415.20 Every Student Succeeds Acts (M) (Revised)

P2415 Every Student Succeeds Acts (M) (Revised)

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 Renewal of LinkIt! Subscription for K-12 data warehouse, assessment solutions and navigator analytics in the amount of \$200,030 for the 2022-2023 school year.
- 3) Recommend approval of grade K-5 health textbook adoption to The Great Body Shop (includes a subscription for every student) in the amount of \$35,879.25.
- 4) Recommend approval of the revised curriculums Recent American History and Media and Communications Workshop (formerly Journalism II/Advanced Journalism).

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 renew liability insurance policies with Diploma Joint Insurance Fund for the 2022-2023 school year for the following coverage:

Property & Casualty Insurance	\$1,450,785
(Including Errors and Omissions & Bonds)	
Workers Compensation Insurance	<u>\$ 935,085</u>
	\$2,385,870

- 4) Approval of Breakfast and Lunch prices for the 2022-2023 school year:

Meal	Price	Variable Price
Elementary Breakfast (Leonardo, Ocean Avenue, Bayview, New Monmouth and Harmony)	\$1.75	n/a
Middle School Breakfast (Thorne)	\$2.00	n/a
High School Breakfast (High School North & High School South)	\$2.00	n/a
Elementary Lunch	\$3.50	n/a
Middle School Lunch	\$3.75	n/a
High School Lunch	\$4.00	\$4.50
Adult Lunch	\$5.00	n/a

- 5) Approval of contract for file management services of District student records at High School South covered under Educational Data Services cooperative bid #6937 to

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FileBank, Inc., Oakland, NJ in the amount of \$46,522.05 one-time fee and monthly recurring costs of \$2,283.60.

- 6) Approval of 2022-2023 Student Transportation Contract Renewals:
 - a. Approval for renewal of transportation routes for the 2022-2023 school year in the amount of;

Regular Education/Non-public cost:	\$1,463,589.71
Account#:	11-000-270-511-00-000
Shared Time/Special Education cost:	\$4,433,158.30
Account#:	11-000-270-514-00-000
Athletics/School Related Activities cost:	\$390,050.97
Account#:	11-000-270-512-00-000

- 7) Approval of transportation jointures for the 2022-2023 school year, as per *Attachment Finance-1*.

- 8) Approval of bus evacuation drills for the second half of the 2021-2022 school year, as per *Attachment Finance-2*.

- 9) Approval of Agreement to participate in Coordinated Transportation Services Agreement with Somerset County Educational Services Commission for the 2022-2023 school year, as per *Attachment Finance-3*.

- 10) Recommend approval for the transportation routes in bid 2022-2023-2T, as per *Attachment Finance-4*.

G. Student Activities (Matthew Kirkpatrick)

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