

**MEETING  
4/11/2022  
BOARD PLANNING CALENDAR 2021-2022**

January 4, 2022**	BOE Reorganization meeting; BOE Meeting
January 24, 2022	BOE Meeting; Mid-Year Staff Review
February 14, 2022	BOE Meeting;
February 28, 2022	BOE Meeting; Budget Presentation
March 14, 2022	BOE Meeting; Budget Discussion
March 28, 2022	BOE Meeting; Budget Discussion/Preliminary/Adoption
April 11, 2022	BOE Meeting;
April 25, 2022	BOE Meeting;
May 9, 2022	BOE Meeting; End of Year Staff Review; Public Budget Hearing
May 23, 2022	BOE Meeting;
June 13, 2022	BOE Meeting;
June 27, 2022	BOE Meeting; CSA Evaluation; Board Self - Evaluation
July 25, 2022	BOE Meeting; Personnel Exit Report; SSDS Period 2 Report
August 22, 2022	BOE Meeting
September 12, 2022	BOE Meeting
September 26, 2022	BOE Meeting
October 17, 2022	BOE Meeting
November 14, 2022	BOE Meeting
December 12, 2022	BOE meeting
January 3, 2023 **	BOE Reorganization Meeting; BOE Meeting

\*\*Tuesday Meeting

**MILLSTONE TOWNSHIP SCHOOL DISTRICT**

**VISION STATEMENT**

We envision a unique, inclusive learning community at the forefront of education.

Parents, staff and students will model and promote individuality, integrity, respect, and civic and social responsibility.

Through an engaging, innovative curriculum, we will challenge students to become independent, self-directed learners who are adaptive problem solvers inspired to impact and thrive in an evolving society.

In realizing this vision, we will establish our community as an exemplary leader in education.

**BOARD GOALS 2021-2022**

1. Make and maintain necessary building investments to prioritize health, safety and well-being of students and staff to keep schools operational including, but not limited to, taking extra precautions to mitigate risks related to Covid-19.
2. Provide continuous support for professional development for administration and staff to further integrate technology across all grades and in the area of curriculum integration, software applications, and education related technology.
3. Provide continuous support for social and emotional well-being and support offerings.
4. Ensure continued fiscal responsibility and transparency with budgeting despite the loss of additional state aid; and continue to find ways to generate revenue through shared services, enterprise-based programs, and facility rental opportunities.
5. Continue to explore high school choices with specific, realistic send-receive options for all Millstone Township students in compliance with applicable laws and regulations.

**DISTRICT GOALS 2021-2022**

1. Create and ensure the implementation of a comprehensive, multi-tiered reopening plan that prioritizes the academic and social/emotional needs, as well as the safety, well-being, and security of students, staff and families. Implement further SEL initiatives as needed.
2. Identify and address the impact of the 2020-2021 virtual/blended learning on academic achievement of all students. Develop and implement targeted action plans to reduce achievement gaps and promote personalized learning. Continue to provide updated information to all stakeholders.
3. Address the recommendations of the 2021 independent cybersecurity audit to further protect and safeguard the district from present and future cyber threats.

**MEETING**

Millstone Township Public Schools  
**Millstone Township, New Jersey**

AGENDA: For the meeting of the Board of Education, Monday, April 11, 2022 at 6:00 P.M., in the Millstone Middle School Media Center.

I. CALL TO ORDER

A. Sunshine Law Statement – Presiding Officer’s Statement

In compliance with the Open Public Meetings Law of New Jersey, P.L. 1975, CH. 231, adequate notice of this meeting was provided on January 8, 2022 by sending notification to the:

1. Asbury Park Press
2. Trenton Times
3. Posting at each district school
4. Township Clerk

B. Pledge of Allegiance

C. Roll Call

D. Action Item

II. EXECUTIVE SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and WHEREAS, the Millstone Township School District (“Board of Education”) has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public;

and WHEREAS, the regular meeting of the Board of Education will reconvene following the end of the closed session.

A. NOW, THEREFORE, BE IT RESOLVED that the Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

\_\_\_\_\_Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public;

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  X   Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body;

       Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

       Any investigations of violations or possible violations of the law;

       Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

       Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing, 124 N.J. 478;

       Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

- B. That the matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion would take place at a public meeting.

III. REPORT OF BOARD SECRETARY

Mr. Biesiada

- A. Business Administrator/Board Secretary Report
- B. That the Board approve the minutes from the Board of Education meeting, March 28, 2022.
- C. Old Business
- D. New Business

IV. ADMINISTRATORS REPORTS

Dr. Huss

A. Superintendent's Report

1. District Updates
2. HIB Report, March 2022

On the recommendation of the Superintendent of Schools, the Board consider the following proposed motion:

That the Board approve the HIB Report for the month of March, 2022

3. Budget Update

V. PUBLIC COMMENTS ON AGENDA AS PER BOARD BYLAW 0167

A. To permit the fair and orderly expression of comments we ask that:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
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 shall be directed to the presiding officer; no participant may address or question board members;
  - a. No colloquy between a participant and respondent shall extend the three-minute time limit provided herein;
5. The presiding officer may:
  - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene or irrelevant;
  - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
  - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and

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- e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board’s business.

VI. PERSONNEL

A. Action Items

On the recommendation of the Superintendent of Schools, the Board consider the following proposed motions:

- 1. That the Board ratify the following leave for the 2021-2022 School Year:

<b>Name</b>	<b>Position</b>	<b>Leave</b>	<b>Effective</b>
a.Lauren Lay	Primary School; Grade 2	Unpaid	April 4-7, 2022
b.Lyndsay Infante	Elementary School; Non-instructional Aide	Unpaid	March 25, 2022 (.5 day)
c.Susan Cronn-Uveges	Elementary School; Non-instructional Aide	Unpaid	March 25, 2022 (.5 day)

- 2. That the Board approve the following substitutes for the 2021-2022 School Year:

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective</b>
a.Nathan Martin	Substitute Instructional Aide	\$84.50/day	2021-2022 School Year
b.Lyndsay Infante	Substitute Secretary/Clerk Typist	\$91/day	2021-2022 School Year

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3. That the Board approve the following appointment according to the procedures set forth in NJSA 18A:67 et seq for the following personnel. Approval pending statutory requirements:

Name	Position	Salary	Effective	Account #
a.Lori Hanson	PS Before School Club "Morning Mindfulness"	Up to 4 hrs/month @ \$48.22/hr	April 25, 2022- June 15, 2022	20-490-100-100-000-00C
b.Megan Bordonaro	PS Before School Club "Morning Mindfulness"	Up to 4 hrs/month @ \$43.99/hr	April 25, 2022- June 15, 2022	20-490-100-100-000-00C
c.Rachel Tyler	PS Before School Club "Morning Mindfulness"	UP to 4 hrs/month @ \$41.86/hr	April 25, 2022- June 15, 2022	20-490-100-100-000-00C
d.Erin Magee	Primary School Grade 1; Long Term Replacement	BA, Step 1; \$60,190; prorated	(fr) October 8, 2021- April 12, 2022  (to) October 8, 2021- April 14, 2022	11-120-100-101-080-01-0

4. That the Board approve the attached 2022 Extended School Year Staff.

B. Old Business

C. New Business

VII. CURRICULUM & INSTRUCTION

Mrs. Reese

A. Action Items

On the recommendation of the Superintendent of Schools, that the Board consider the following motion:

1. That the Board approve the attached Comprehensive Equity Plan Statement of Assurance Extension for the 2022-2023 School Year.

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- B. Old Business
- C. New Business

VIII. POLICY

Mr. Filis

- A. Action Items
  - 1. That the Board approve the following revised policies:
    - P2622 Student Assessment
    - P3233 Political Activities
    - P8465 Bias Crimes and Bias Related Acts
  - 2. That the Board approve the following revised regulation:
    - R8465 Bias Crimes and Bias Related Acts
  - 3. That the Board approve the following new regulation:
    - R2622 Student Assessment
- B. Old Business
- C. New Business

IX. UFRSD REPRESENTATIVE REPORT

Ms. Singh

- A. UFRSD Agenda for April 4, 2022
- B. UF Representative Report for April 4, 2022



X. OPERATIONS

Mr. McLafferty

A. Action Items (Budgeted)

1. That the Board ratify the transfers between the following bank accounts, in the following amounts, effective March 30, 2022:

<b>Debit from:</b>	<b>Amount:</b>
Custodian Account	\$ 713,225.87
<b>Credit to:</b>	
Payroll Account	\$ 407,615.95
Agency Account	\$ 305,609.92
<b>Debit from:</b>	
MPAC Account	\$ 4,235.91
<b>Credit to:</b>	
Payroll Account	\$ 3,207.80
Agency Account	\$ 1,028.11
<b>Debit from:</b>	
Cafeteria Account	\$ 2,803.60
<b>Credit to:</b>	
Payroll Account	\$ 2,342.37
Agency Account	\$ 461.23
<b>Debit from:</b>	
Custodian Account	\$ 52,349.77
MPAC Account	\$ 310.54
Cafeteria Account	\$ 214.50

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<b>Credit to:</b>	
Agency Account	\$ 52,874.81
<b>Debit from:</b>	
Custodian Account	\$ 467.10
MPAC Account	\$ 23.36
Cafeteria Account	\$ 87.03
<b>Credit to:</b>	
Agency Account	\$ 577.49
<b>Debit from:</b>	
Agency Account	\$ 31,171.35
<b>Credit to:</b>	
Custodial Account	\$ 31,171.35
<b>Debit from:</b>	
Agency Account	\$ 679.19
<b>Credit to:</b>	
FSA Account	\$ 679.19
<b>Debit from:</b>	
Agency Account	\$ 2,977.78
<b>Credit to:</b>	
Unemployment Account	\$ 2,977.78

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2. That the Board ratify the following resolution:

The Superintendent recommends approval to adopt the Tentative Budget for FY 2022-2023:

BE IT RESOLVED that the tentative budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

		<b>GENERAL FUND</b>	<b>SPECIAL REVENUE</b>	<b>DEBT SERVICE</b>	<b>TOTAL</b>
<b>2022-2023 Total Expenditures</b>		\$ 37,862,755	\$ 1,552,119	\$ 2,881,775	\$ 42,296,649
<b>Less: Anticipated Revenues</b>		\$ 7,062,867	\$ 1,552,119	\$ 357,487	\$ 8,972,473
<b>Taxes to be Raised</b>		\$ 30,799,888	- 0 -	\$ 2,524,288	\$ 33,324,176

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Millstone Township Board of Education located at 5 Dawson Court, Millstone Township NJ 08535 on May 9, 2022 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

BE IT RESOLVED that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$489,259 for other capital project costs of \$928,514. The total cost of this project is \$928,514 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards

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determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

**Tuition Reserve Withdrawal**

BE IT RESOLVED that the general fund appropriations include a \$500,000 withdrawal from the Tuition Reserve Account which were deposited into the account in SY 2020-2021 and are now required to be withdrawn to pay tuition obligations in the 2022-2023 SY.

**Travel and Related Expense Reimbursements**

WHEREAS, the Millstone Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Millstone Township Board of Education established \$50,000 as the maximum travel amount for the current school year and has expended \$ 9817.00 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$50,000 for the 2022-2023 school year

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, is \$489,259 for other capital project costs of:

Primary School: Bathroom partitions, gym wall padding, domestic water pump controls, gym floor repairs, alarm upgrades.

Elementary School: Classroom Airedale replacement, bathroom partitions, alarm upgrades.

Middle School: Siding repair, domestic water pumps, gyn floor repairs and sidewalk repairs.

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The total cost of this project is \$721,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

B. Action Items (Un-Budgeted)

1. That the Board accept the following donations:

NAME	DONATION	VALUE	USE
a. Elementary PTO	Monetary Donation from Grant Fund	\$2,400.00	5th grade field trip
b. Primary PTO	Monetary Donation	\$2,040.00	2nd grade field trip

C. Old Business

D. New Business

XI. EXECUTIVE SESSION (if needed)

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\_\_\_\_\_Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

\_\_\_\_\_Any investigations of violations or possible violations of the law;

\_\_\_\_\_Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

\_\_\_\_\_Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing, 124 N.J. 478;

\_\_\_\_\_Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

- B. That the matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion would take place at a public meeting.

XII. NOTEWORTHY DATES:

April 14, 2022	Shortened Day
April 15-22, 2022	Spring Recess
April 25, 2022	BOE Meeting
May 9, 2022	BOE Meeting; Public Budget Hearing; End of Year Staff Review
May 23, 2022	BOE Meeting

XIII. ADJOURNMENT