

**MILFORD BOROUGH DISTRICT BOARD OF EDUCATION
REGULAR MEETING MINUTES
NOVEMBER 24, 2020**

1. CALL TO ORDER

This meeting of the Milford Borough Board of Education was convened at 7:03 p.m. by Teresa Kane, Board President, who announced, "In accordance with the Open Public Meetings Act (N.J.S.A.19:4-6) adequate notice of this meeting has been provided to the Hunterdon County Democrat, the Express-Times, at the Milford Elementary School, the Borough Hall and filing in the Board Office with the Board Secretary."

2. FLAG SALUTE

3. ATTENDANCE

MEMBERS PRESENT: Teresa Kane, Laura Hanson, Ben Cramer, Nicole Kempf and Jill Seeland

MEMBERS ABSENT: None

DISTRICT ADMINISTRATORS: Dr. Rick Falkenstein, Superintendent
Michele McCann, RSBA, School Business
Administrator/Board Secretary

PUBLIC: No Public present

4. PUBLIC COMMENT

This is the portion of our meeting reserved for public comment pursuant to N.J.S.A. 10:4-12(a), the Open Public Meetings Act. Members of the public are invited to address the Board according to the Board's policy and by-laws. Each participant shall be limited to three minutes duration. Please be aware that this portion is your opportunity to comment, and is not a forum for the Board to respond to your comments. However, the Board will certainly give all comments appropriate consideration.

Motion by Laura Hanson, seconded by Jill Seeland, to approve the following motions, all in favor motion carried.

5. School Business Administrator/Board Secretary - M. McCann

- o NJSBA county meeting
- o Amend the bill list to the new updated amount \$151,824.42.

5.a Motion to approve the following meeting minutes:

October 27, 2020 - Meeting Minutes
October 27, 2020 - Executive Meeting Minutes

5.b Motion to approve the following bill lists:

September 1-30, 2020 General Fund	\$712,301.32
November 24, 2020 General Fund	\$151,824.42

5.c Motion to approve the October 2020 line-item appropriation transfers as per the attached report.

5.d Motion to approve the Board Secretary and Treasurer's Report:

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A: 23-2.11 (c) 3 does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A: 23-2.11 (a);

BE IT FURTHER RESOLVED that the Chief School Administrator recommends that the Milford of Education accept the monthly financial reports of the Secretary and the Treasurer for the month(s) of October 2020; and further recommends, in compliance with N.J.A.C. 6A: 23-2.11 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A: 23-2.11 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.

6. Discussion Items:

6.1 Chief School Administrator's Report - R. Falkenstein

- Parent/Teacher conferences held virtually
- Remote Learning day was November 3, 2020
- Will use 3 snow days before turning to remote access on snow days
- Discussed the situations of contact testing/tracing
- Why we are working to stay open and keep teachers working in the classroom
- What a "red" county level means for the district

6.2 Committee Reports - T. Kane

- Health Department Commissioner stated best to open schools makes sense
- Commissioner re-enforced schools are doing a great job
- Update from delegate meeting

7. Committee Actions

7.1 Curriculum Committee

Motion by Laura Hanson, seconded by Ben Cramer, to approve the following motions, all in favor motion carried.

7.1.a Motion to approve the following resolution:

WHEREAS, the Milford Public School and the Milford Educational Association(MEA) has negotiated a successor collective negotiations agreement ("Successor CNA") for the 2020-2021, 2021-2022, 2022-2023 school years, which attached to this resolution and made part hereof: and

WHEREAS the association has, by a majority vote of its membership, ratified the Agreement;

NOW, THEREFORE, BE IT RESOLVED, that the Board ratifies and approve the successor can for the 2020-2021, 2021-2022, 2022-2023 school years, and

BE IT FUTHER RESOLVED, that the Board authorizes the Board President and the School Business Administrator/Board Secretary to execute on behalf of the Board the Agreement by and between the Board and the Association.

7.1.b Motion to approve the attached submission of the Self-Assessment for determining grades under the Anti-Bullying Bill of Rights Act, as recommended by the Superintendent.

Motion by Laura Hanson, seconded by Ben Cramer, to approve the following motions, all in favor motion carried.

7.2 Personnel Committee

7.2.a Motion to Approve travel and related expense reimbursement as listed on the attached Board of Education Travel and Related Expense Reimbursement Forms and Workshop reimbursement forms, as recommended by the Superintendent.

7.2.b Motion to accept with regret, the retirement of Millicent Soew, Teacher, TCH- SPEC-K8-02, effective June 30, 2021.

7.2.c Motion to approve the offer of employment to, Lisa Hartpense, .7 FTE, Instructional Aide, AID-SPEC-OK-01, for the 2020-2021 school year, effective November 24, 2020 through June 30, 2021at an annual salary of \$15,780.00 pro-rated to start date, as recommended by the Superintendent.

7.2.d Motion to approve Judy Pellegrino, Custodian, CUS-SPV-NA-01, to attend Rutgers, Continuing Studies for Government Services, to complete certification courses for the Certified Educational Facility Management Certification classes, as paid for by the district.

Title	Class Code	Class Cost:
Structural Mechanism System	BG1103-FA20-4	\$483.00
Energy Management	BG1104-FA201	\$205.00

- 7.2.e Motion to offer employment to the Milford Public School tenured teaching staff for the 2020-2021 school year as per the following list, as recommended by the Superintendent, upon settlement of the Negotiated Agreement. (All employees have been issued a Rice Notice):

Last Name	First Name	FTE	2020-2021 Guide	2020-2021 Step	2020-2021 Salary
Andersen	Beverly	1	BA+15	15	\$63,867
Bruner	Erica	0.4	BA+30	20	\$30,230
Gleason	Jan	1	BA+15	14	\$61,408
Goodman	Kathy	0.4	MA+15	21	\$33,138
Klapper	Teresa	1	BA	9	\$52,052
Mandatta	Mary Ellen	0.6	BA	18	\$41,218
Petrozziello	Nicole	1	BA+15	10	\$54,397
Pontoriero	Donna	1	MA	17	\$69,636
Seow	Millicent	1	MA	12	\$59,838
St. Laurent	Robert	1	BA	14	\$60,358

* Includes longevity

** approve for Retro pay from September 1, 2020 through October 31, 2020

- 7.2.f Motion to offer employment to the Milford Public School non-tenured teaching staff for the 2020-2021 school year as per the following list, as recommended by the Superintendent, upon settlement of the Negotiated Agreement (All employees have been issued a RICE notice)

Last Name	First Name	FTE	2020-2021 Guide	2020-2021 Step	2020-2021 Salary
Combs	Betsy	1	BA	14	\$60,358
Lamonde	Amelia	1	MA	6	\$52,966
Niedziejko	Gina	.2	BA	12	\$10,995
Petronzi	Jennifer	0.2	MA+15	2	\$9,875

- 7.2.g Motion to approve the following 2020-2021 contracts for Support Personnel, as recommended by the Superintendent. (All employees have been issued a Rice Notice)

Last Name	First Name	FTE	2020-2021 Salary
Lankford	Eileen	1	\$23,656
Miller	Suzanne	1	\$71,135
Pellegrino	Judy	0.2	\$40,428
Wismer	Lols	4 hrs	\$3,537 *

** Amount determined by Town CFO on November 19, 2020*

Motion by Laura Hanson, seconded by Ben Cramer, to approve the following motions, all in favor motion carried.

7.3 Finance Committee

- 7.3.a Motion to approve of the submission of the DRTRS, for the 2020-2021 school year.
- 7.3.b. Motion to approve of the submission of the ASSA, for the 2020-2021 school year.
- 7.3.c. Motion to approve the submission of the Alyssa’s Law grant in the amount of \$20,000, for the 2020-2021 school year.
- 7.3.d. Motion to accept and submit reimbursement of the Coronavirus Relief Fund in the amount of \$4,891.00 for school year 2020-2021.
- 7.3.e. Motion to approve the Preschool Expansion Grant Application for Milford School to grow the current preschool program to the defined universe in a 5 year plan.

Motion by Laura Hanson, seconded by Ben Cramer, to approve the following motions, all in favor motion carried.

7.4 Policy Committee

- 7.4.a Motion to approve the second reading of the following Policies/Regulations:

Policy Number/Regulation Number	Title
1581	DOMESTIC VIOLENCE
1648.02	REMOTE LEARNING OPTIONS FOR FAMILIES
1648.03	RETART AND RECOVERY PLAN FULL TIME REMOTE INSTRUCTION
2464	GIFTED & TALENTED STUDENTS
5200	ATTENDANCE
5610	SUSPENSION
7243	SUPERVISION OF CONSTRUCTION
5620	EXPLUSION
8320	PERSONNEL RECORDS
R 1581	DOMESTIC VIOLENCE
R 5610	SUSPENSION
R 8320	PERSONNEL RECORDS

8.1 New Business

8.2 Old Business

8.3 Recognition of the Public

Motion to adjourn at 8:01 p.m. motion by Teresa Kane, seconded by, Laura Hanson, all in favor of this motion.

Respectfully Submitted,


Michele McCann
School Business Administrator/Board Secretary

Minutes remain unofficial until Board Approval on December 16, 2020

Approved by:

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Board President