

PIC Meeting Minutes
October 4, 2016 at 9:15 AM

1. Welcome and member introductions

2. Presentation from Kristen Gillette, head of the [Kortney Rose Foundation](#)

Mrs. Gillette discussed the work she's done in the past 9 years to raise awareness that only 4% of the money raised for cancer research is given to kids, and 96% goes to research for adults. Brain tumors are the number one cause of death in kids with cancer.

- She emphasized that there has been no new breakthrough treatments in childhood brain cancer in 30 years, and that her foundation has helped make advancements in treatment possible.
- The district will be participating in a three-week fund-raising effort, "Kortney's Cash for a Cure".
- Mrs. Gillette distributed packets of information that will be given to all students at all the schools, and each child will be given an envelope to collect money that will be collected each Friday.
- The class in each school that raises the most money will be given district-wide recognition.

Resources to be posted on the district website:

- a. [Letter to Middletown Teachers](#)
- b. [Letter to Middletown Parents](#)
- c. [Link to Mrs. Gillette's video presentation](#)

3. Nutrition update/Aramark presentation - "What's for Lunch?"

Ted Bridges, Director of Food and Nutrition Middletown for Aramark, the company that is responsible for bringing food to our schools, gave a [powerpoint presentation](#). (Members of Aramark in attendance were: Chris Dietsch Assistant Director of Food and Nutrition Middletown Aramark, Andrew Levy District Manager NJ/PA Aramark, Debbie Rodgers Senior Vice President Aramark.)

- Aramark was so, so very kind as to provide our members with an awesome, healthy, and delicious breakfast!
- All schools now have new kitchens for on-site cooking, especially evident at the high schools.
- Mr. Bridges offered to have himself, a member of his team, (a registered dietitian, a chef, or another subject matter expert) speak at future meetings or PTA/PTO functions regarding the service Aramark provides. He can also [cater](#) school activities (for a fee) and has in the past.
- There can be a daily spending limit set on the payforit account. He also said any student with special dietary needs can be accommodated as well (contact Aramark at x2149).
- They are considering adding fresh fruit and veggie bars to the grammar schools. Aramark will continue the renovation of the Bayshore cafe over next summer.
- The emphasis is on increased nutritional value and options, and decreased sugary and high sodium snack and drinks, decreased deep frying, and adding more whole grains, and are getting locally sourced NJ Farm Fresh Produce.

District Update

- Administrative Changes - [List of Administrators](#) and [Organization Chart](#) (Dr. George)

The Director of Student Services position was abolished. In its place, the district hired 2 Supervisors, as noted in the attachments provided above. The District Director of Evaluation and Assessment Practices position was abolished and the district hired 2 Directors of Curriculum, also noted in the attachments provided.

- Summer projects status update (Amy Gallagher)

The district completed projects from its 2016-2017 capital budget over the summer, which included :

1. Replacement of the track at High School North
2. Replacement of HVAC units at the high school bubble structures
3. District-wide security camera replacement
4. Replacement of flooring at several classrooms at Lincroft Elementary School

In addition to these projects, the food service areas at Thompson and Thorne Middle Schools were renovated to allow for the creation of meal stations and enhanced food offerings. Smaller scale projects were also completed, such as masonry, painting, installation of water bottle filling stations, and projector mounting.

The district is also in the initial stages of formulated an ESIP (energy savings improvement plan). An ESIP is a vehicle that is available to school districts to put together an improvement projects that includes energy conservation measures that will fund other improvements that may not be energy savers, but are necessary facilities maintenance items. The first steps the district is taking is to have an investment grade energy audit performed and the development of a request for proposals for a potential solar power purchase agreement. These activities will be occurring over the next few months. After the energy audit is done, an energy savings plan will be developed and a scope of projects will be determined.

- Facilities and Long Range Planning Ad Hoc Committee Update (Amy Gallagher)

The Facilities and Long Range Planning Committee has been meeting since January. The focus of the discussions at this point are the status of the populations at the schools and the projection looking forward over the next several years. There has also been discussions about the available space for different educational initiatives in each building and the consistency of that space. At this point, the committee will be meeting on its own (without administration or board liaisons) to start formulating feedback to provide to the Board.

- Security Camera Upgrades (Dr. George, Mary Ellen Walker)

Security camera upgrades were installed at all seventeen schools with enhanced image and software, expanded capability for capturing and retaining footage as well as low light video capability. Administrators have the ability to access the cameras remotely. The district is in the process of providing the Middletown Police Department with remote access.

- Security Requirements for Outside Organizations (Dr. George, Mary Ellen Walker)

As per Regulation 7510--Use of School Facilities, outside organizations with 100 or more participants must hire security personnel at \$20 per hour, to be arranged with district security personnel upon submission of their [Facilities Use Application](#). The user group also has the option of choosing a Middletown police officer in place of district security personnel at \$86 per hour. At least one member of each user group must be trained

annually by our district security supervisor. Currently, the district custodial and facilities staff are receiving enhanced security training (October 3rd and 12th). Although not discussed at the PIC meeting, the following are additional steps being implemented.

- ❑ District administrators and the district security supervisor will meet with Chief Weber and the police liaison for School Security.
- ❑ Further research on steps being taken in other districts will be conducted.
- ❑ An inter-agency security procedures discussion will be organized with representation from the Middletown Police Dept., Monmouth County Law Enforcement agencies and any other law enforcement agency suggested by Middletown Police or Mr. Maguire.
- ❑ Enhanced training for district security officers will take place.
- ❑ A school community meeting will be scheduled.

- Transportation Update (Amy Gallagher)

At this point, the beginning of the year issues have been worked out with a few exceptions that the district is actively addressing. There were some difficulties at the start of the school year regarding new bus routes for some areas of town, particularly High School North and Thorne, as well as some of the nonpublic routes. Bus routes are changing as the density and location of the population changes within town. Administration will look to continue to look for ways to improve the start of school bussing. The bus driver shortage that contractors are dealing with has made things even more difficult over the last few years. Driver turnover has increased, reducing familiarity with routes in some cases.

- PARCC test results (Kim Pickus)

The PARCC test information is available via the link to the power point presentation above. There will be individual presentations to the district schools as well, and a presentation to the BOE later in October. It was proposed that an update to the test results could be given at the next PIC meeting, and is tentatively on the agenda.

MTFODL presentation (Heather Saffert)

- Dr. Saffert shared the [letter](#) her group wrote to recognize the contributions of Amanda Lamoglia (who has since left the district).
- Dr Saffert discussed the Special Needs Registry being introduced by the Middletown police force. This registry is already in use in towns like Rumson to great success, and allows the local emergency responders to know if someone in the house has disabilities.
- Dr. Saffert approached PIC members with the hope that she and her group could partner with the PTA/PTO/PFAs to fundraise to have more [buddy benches](#) on the [playgrounds](#) at the grammar school level similar to the one at [Navesink School](#). Dr Saffert will be in touch with the presidents to further discuss this.
- Proposed at the middle school level the idea of “Just lunch” idea, which could be a semi-structured lunch table where any student can join so she or he doesn’t have to sit alone
- Dr. Andl’s “reverse mainstreaming/buddy program” at New Monmouth was discussed, and was further discussed how this could be pursued at other schools.
- [Meeting flyer was shared](#). The group is trying to do lunch meetings at various locations throughout the district to reach more parents and to encourage participation.

Board of Education (Danielle Walsh)

- Much of what went on at the last board meeting was covered in the district presentations already during the course of the meeting (solar panels, new security procedures for gatherings, etc.) so Mrs. Walsh thought it best not to go over it again.
- At the September Board of Education meeting, the Board approved the revised regulation 7510, use of school facilities. Administration has recommended the following steps to our Board of Education prior to implementing any additional changes to regulation 7510.
 1. Mrs. Walker, Mr. Maguire and Dr. George will meet with Chief Weber and his designee for School Security
 2. Further research on steps being taken in other districts
 3. At least 3 weeks of implementing the security changes outlined in the revised regulation
 4. Currently training custodial and facilities staff (October 3 and October 12)
 5. An inter-agency security procedures discussion with representation from the Middletown Police Dept., Monmouth County Law Enforcement agencies and any other law enforcement agency suggested by Middletown Police or Mr. Maguire
 6. Enhance training for district security officers
 7. Develop security training for district user groups
 8. Schedule a school community meeting
 9. Potential recommendations will be evaluated
- The board is looking to updating their policy on civility, and the social media policies.
- Next meeting is a workshop meeting on October 19 at 8 PM.
- Voting meeting is October 24 at 8 PM.

New Business

Reminder to donate to the discretionary fund.

Next meeting – Tuesday, November 1, at 9:15 AM. Topics to be discussed:

Technology - What's New for the 2016-17 School Year

VOOM app presentation/update

The Great Race - What's next?

Homework - When is it too much? When is it enough?

PARCC discussion continued - update from the board presentation

Overview of the President's Council and what the key takeaways were from this first meeting.