

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Upper Middle School Media Center
375 Burnt Hill Road
Skillman, New Jersey 08558

BUSINESS MEETING MINUTES
Tuesday, December 17, 2019

Call to Order – By Board President Chenette at 6:30 p.m.

Statement of Open Meeting and Public Participation – By President Chenette

In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing notice of meeting on January 4, 2019, and December 13, 2019. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Posting, PTSA Officers, Courier News, Montgomery News, Princeton Packet, Trenton Times, and The Star Ledger.

The Board reserves the right to enter into Executive Session during all meetings of the Board of Education.

This meeting is being tape-recorded for the purpose of Board review and future reference and to assist in the preparation of minutes.

It is the School Board's intention to conclude this meeting no later than 10:00 p.m.

ROLL CALL

Phyllis Bursh – Present	Jinesh Patel - Present
Minkyo Chenette - Present	Ranjana Rao – Present
Dharmesh Doshi – Absent (arrived at 6:52 p.m.)	Shreesh Tiwari – Present
Amy Miller – Absent (arrived at 6:38 p.m.)	Joanne Tonkin – Present
Michael Morack, Jr. - Present	

Also Present: Mary McLoughlin, Acting Superintendent of Schools
Damian Pappa, Acting Assistant Superintendent of Schools
David Palumbo, Associate School Business Administrator/Assistant Board Secretary
Vic LaPira, Board Attorney (arrived at 7:02 p.m.)

EXECUTIVE SESSION – 6:34 p.m.

Mr. Patel motioned that the Board convene in Executive Session for the purpose of discussing items related to personnel, negotiations, harassment, intimidation and bullying reports and the superintendent search process seconded by Ms. Bursh.

ROLL CALL – Consensus

Phyllis Bursh – Yes
Minkyo Chenette - Yes
Dharmesh Doshi – Absent
Amy Miller – Absent
Michael Morack, Jr. – Yes

Jinesh Patel - Yes
Ranjana Rao - Yes
Shreesh Tiwari - Yes
Joanne Tonkin – Yes

Mr. Doshi arrived at 6:52 p.m.
Ms. Miller arrived at 6:38 p.m.

RECONVENE THE REGULAR ORDER OF BUSINESS AT 7:34 p.m.

ROLL CALL - Visual

Phyllis Bursh – Present
Minkyo Chenette - Present
Dharmesh Doshi – Present
Amy Miller – Present
Michael Morack, Jr. – Present

Jinesh Patel - Present
Ranjana Rao - Present
Shreesh Tiwari - Present
Joanne Tonkin – Present

SALUTE THE FLAG

SUPERINTENDENT’S REPORT

Ms. McLoughlin discussed the following items:

- Wreaths Across America was a huge success.
- Winter concert season is upon us. There are a couple concerts before the holiday and a couple more in January.

The Board recognized Mr. Doshi on his retirement from the Board after six six years. Mr. Doshi made a statement along with all members of the Board regarding his service to the students of the district.

NEW BUSINESS FROM BOARD/PUBLIC

None

COMMITTEE/REPRESENTATIVE REPORTSRepresentative Reports

- Student Representative Report – None
- MTEA Report – Mr. Scott Mason, MTEA President, reported that he is looking forward to working with the Board for a smooth transition to self-insurance. He wants there to be good communication with the staff on the process.
- Board Member Delegate/Representative Reports
(SCSBA, PTSA, MAC, Legislative, NJSBA, Ed. Services Commission, etc.)
 - Ms. Chenette reported that there was a delegate meeting to discuss that some districts can exceed the 2% tax levy cap if they had their State Aid cut. Senator Sweeney supported it; however, the governor did not.
 - Mr. Patel reported that the MTEF is finalizing their annual fundraiser this year which is casino night. They will be making a formal presentation to the Board in February. In addition, the PTO/PTA had successful gift fairs and will be hosting a science convention at the High School on January 15th.
 - Ms. Tonkin reported that the Somerset County Educational Services Commission had its bimonthly meeting in which it discussed its national presentation on the innovative services that it provides. In addition, on Tuesday, November 26th, the New Dawn Academy welcomed its first student.
 - Ms. Tonkin reported that the Montgomery/Rocky Hill Municipal Alliance had no meetings since her last report. The next meeting is scheduled for January 13th at 7:00 p.m.

Board Committee Reports

- Assessment, Curriculum and Instruction Committee (ACI) – Ms. Miller reported that at its November 20th meeting the committee discussed the tracking of the High School AP and Honors courses; the College Board and the top AP exams that were taken with #1 being English Language Composition, #2 History and #3 English Literature Composition. Attendance in these courses is low because the prerequisites in these classes are very difficult to achieve.

At its December meeting, the committee reviewed the program of studies with most changes at the High School and with a few changes at the Upper Middle School; the prerequisites are much more difficult for Montgomery students to get into AP courses as compared to other local districts; the district will be offering a greater number of science courses such as biotechnology, microelectronics, organic chemistry, anatomy, physiology, meteorology and astronomy. It was the consensus of the Board to begin offering these types of classes to students in both middle schools. In addition, Ms. Miller reported on dual enrollment and an issue with final exams. Ms. McLoughlin reported that full-day kindergarten is moving along with the district securing the Kid Connection building and budgeting for additional staff members.

- Operations, Facilities and Finance Committee (OFF) – Mr. Tiwari reported that at its December 9th meeting, the committee was focused on the self-insurance plan. The district will have a little bit of a cushion with savings; however, it still needs to be mindful of

potential downfalls moving forward. In addition, there was a presentation by the co-presidents of the MTEF on how they are helping the district along with a discussion of changes in the BA office with a new Interim BA starting in January.

- Policy and Communications Committee (PCC) – Ms. Bursh reported that there are seven new policies on the agenda for first reading. In communications, the committee looked at the surveys for school start times and the quality of the food. The survey for school start times needs to be reviewed further; however, Ms. Chenette stated that the food survey was complete and could be shared with the full Board. Ms. Chenette stated the sub-committee comprised of Ms. Miller, Mr. Patel, Ms. McLoughlin and Ms. Mattis who reviewed the food operations of Sodexo at Hillsborough. In addition, Mr. Palumbo found a third company, Whitson's, which is the food service company in Middletown. The sub-committee will be making a trip there to review their food service operations. The sub-committee will be going through the same process for Chartwells as well, which will allow all three companies to be compared on the same basis.
- Human Resource Committee (HRC) – Ms. Tonkin reported that the committee met on December 3rd and discussed confidential personnel matters which were discussed in executive session; the roles of the MTEA and the APSMT in the superintendent search, hiring updates and job descriptions. The next meeting is scheduled for January 7th.
- President's Report – Ms. Chenette reported that she attended an Eagle Scout ceremony, which included two of our high school students. Ms. Chenette had one of the students reach out to Orchard Hill Elementary School to see if they could do a project for the beautification of the grounds around the Kid Connection building. In addition, Ms. Chenette would like board members to keep up to date with their required trainings during the break and read the materials she provided on mental health from NJSBA.

APPROVAL OF MINUTES – Ms. Miller motioned that the Board of Education approve the minutes of the following Board Meeting(s) seconded by Mr. Morack.

1. November 12, 2019 Executive Session Meeting
2. November 12, 2019 Workshop and Business Meeting
3. November 26, 2019 Executive Session Meeting
4. November 26, 2019 Business Meeting

ROLL CALL

Dharmesh Doshi – Yes
Jinesh Patel – Yes
Joanne Tonkin – Yes

Amy Miller – Yes
Ranjana Rao – Yes
Phyllis Bursh – Yes

Michael Morack, Jr. - Yes
Shreesh Tiwari – Yes
Minkyo Chenette – Yes

ACCEPTANCE OF CORRESPONDENCE – List of correspondence to the Board:

1. Email dated 11/12/19 from Eagle COH Coordinator regarding invitation to Eagle Scout Court of Honor Celebration
2. Email dated 12/3/19 from D. Bairaktaris regarding Veterans Day Observance

3. Email dated 12/4/19 from S. Fried regarding Bullet in School
4. Email dated 12/6/19 from R. Mathew regarding Urgent Safety Concern at MHS
5. Email dated 12/6/19 from N. Singh regarding Holiday Benefit Concert

PUBLIC COMMENTS

None

ACTION AGENDA

Mr. Morack motioned items 1.1 through 4.2 seconded by Mr. Patel.

ROLL CALL

Dharmesh Doshi – Yes
Jinesh Patel – Yes
Joanne Tonkin – Yes

Amy Miller – Yes
Ranjana Rao – Yes
Phyllis Bursh – Yes

Michael Morack, Jr. - Yes
Shreesh Tiwari – Yes
Minkyo Chenette – Yes

1.0 ADMINISTRATIVE**1.1 Routine Monthly Reports – Accept the following reports:**

- a. Student Control Report
- b. Fire/Security Drill Report
- c. Harassment, Intimidation and Bullying (HIB) Report

1.2 Policy First Reading - Accept the following policies and regulations as a first reading:

2464	Gifted and Talented Students
2464R	Gifted and Talented Students
2624	Grading System
3159	Teaching Staff Member – School District Reporting Responsibilities
6112	Reimbursement of Federal and Other Grant Expenditures
6112R	Reimbursement of Federal and Other Grant Expenditures

2.0 CURRICULUM & INSTRUCTION**2.1 Consultant Approvals 2019-2020 - Approve the following consultants for the 2019-2020 school year:**

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Margaret McGowan, MA	Provide one (1) day of site-based professional development for ELL faculty	\$800.00

2.2 Out-of-District Placements: 2019-2020

Approve the following Out-of-District placements for the 2019-2020 School Year:

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
104883	Rock Brook School	12/2/19-6/18/20		\$43,226.40	\$43,226.40
107099	Archway Programs	11/6/19-6/12/20		\$32,941.65	\$32,941.65

- 2.3 Field Trip Approval – Approve field trip for the Varsity Cheerleading Team and coaches to participate in the National Cheerleading Championships in Orlando, Florida from February 5, 2020, to February 10, 2020, at no cost to the Montgomery Township School District.
- 2.4 Field Trip Approvals – Approve field trip for the Varsity Dance Team and coaches to participate in the National Dance Championships in Orlando, Florida from January 29, 2020 to February 3, 2020 at no cost to the Montgomery Township School District.
- 2.5 Field Trip Approvals – Approve field trip for qualifying wrestlers and coaches to participate in the NJSIAA Wrestling State Championships in Atlantic City, New Jersey from March 5, 2020, to March 7, 2020, at a cost not to exceed \$1,000. The cost includes lodging, meals, and travel expenses for the athletes and coaches.
- 2.6 Program of Studies: MHS – Approve the Montgomery High School Program of Studies for the 2020-2021 school year.
- 2.7 Program of Studies: UMS – Approve the Montgomery Upper Middle School Program of Studies for the 2020-2021 school year.

3.0 OPERATIONS, FACILITIES AND FINANCE**3.1 Acceptance of the Financial Reports**

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Board of Education of the Montgomery School District to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District's financial obligation, and

WHEREAS, N.J.A.C. 6A:23A-16.10 further requires the Board of Education of the Montgomery Township School District receive and accept the monthly financial statement, the Board Secretary's and Treasurer's Reports; and

WHEREAS, the Board Secretary's and Treasurer's Reports for the month ending November 30, 2019 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW THEREFORE BE IT RESOLVED, the Board of Education of the Montgomery Township School District acknowledges receipt of and accepts the Board Secretary's and Treasurer's Reports for the month ending November 30, 2019; and

BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certifies that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District's financial obligation.

3.2 Approval of Transfers

WHEREAS, N.J.A.C. 6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line item accounts for each line item account shown on the budget prepared in accordance with N.J.S.A. 18A:22-8; and

WHEREAS, Board Policy 6422 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified and duly recorded in the minutes at a subsequent Board meeting; and

WHEREAS, transfers were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education ratifies and approves the transfers through November 30, 2019 within the 2019-2020 school year budget, as approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district's financial obligations, as requested by various district;

BE IT FURTHER RESOLVED, this resolution shall take effect immediately, and the Montgomery Township Board of Education authorizes the Superintendent, Board President and School Business Administrator to sign any documents on behalf of the Montgomery Board of Education with regards to exercising the intent of this resolution.

3.3 Approval of Bill Lists

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Board of Educations to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills dated November 28, 2019, December 10, 2019 and December 18, 2019 is being presented to the board with the recommendation that they be ratified and paid respectively; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education approves the list of bills for payment in the grand sum of \$8,235,740.23 and

General Account	\$8,080,820.49
Food Service Account	\$ 154,919.74
TOTAL	\$8,235,740.23

BE IT FURTHER RESOLVED, the list of bills are on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the Montgomery Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting in accordance with Board Policy 6470 – Payment of Claims.

- 3.4 Travel Reimbursement –2019/2020 – approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 12/17/19 (see Page 12).
- 3.5 Approval of Joint Transportation Revised Agreement - approve joint transportation agreement with Summit School District as the host and Montgomery as the joiner at a total cost of \$15,205.50 to Archway School, Atco for the 2019-2020 school year as follows:

<u>Route#</u>	<u>Destination</u>	<u># Summit Students</u>	<u># Montgomery Students</u>	<u>Joiner Cost</u>
SU-01	Archway School, Atco	1	1	\$15,205.50

- 3.6 Approve the Following Resolution Concerning Group Medical, Prescription Drug and Dental Benefits

The Montgomery Township Board of Education hereby resolves effective March 1, 2020 to make the following changes relative to its group medical, rx drug, and dental benefits programs, as follows:

1. Terminate its group prescription drug benefits program with Maxor Plus.
2. Award its group prescription drug benefits program to Horizon Blue Cross Blue Shield of New Jersey, per the guarantee of equal to benefits in the Horizon proposal dated September 30, 2019, which is incorporated herein as part of this resolution.
3. Enter into a group medical, prescription drug, and dental self-insurance administrative services contract with Horizon Blue Cross Blue Shield of New Jersey, per their proposal dated September 25, 2019, which is incorporated herein as part of this resolution.

4. Enter into a stop-loss insurance policy with Horizon Blue Cross Blue Shield of New Jersey, per their proposal dated November 18, 2019, which is incorporated herein as part of this resolution.
5. Designate Brown & Brown Benefit Advisors, Inc. as broker of record for these programs, with the following authority:
 - a) To ensure with Horizon that benefits delivered and provider network offered are “equal to or better than” the Board’s current fully-insured group medical, rx drug, and dental insurance plans.
 - b) To monitor and to report to the School Business Administrator self-insured claim payment payments and utilization metrics as required by health insurance industry “best practices.”
 - c) To periodically market the Board’s group benefit plans.
 - d) To assist employees and dependents in the resolution of elevated service issues that cannot be resolved by employees first contacting Horizon directly.
 - e) To insure all reporting provided to the Board or its administrators is compliant with HIPAA relative to protected health information (PHI)
 - f) To advise the Board of Education relative to compliance with Federal and State regulations regarding self-insured group benefit plans
 - g) To accept commission payments from Horizon, per the enclosed proposals.
6. All appropriate Board of Education staff members are authorized to take such action and affect such documentation as necessary to implement these changes.

3.7 Resolution Authorizing Disposal of Surplus Property

WHEREAS, the Montgomery Township Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board are desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Montgomery Township Board of Education, Skillman, NJ, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30). The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Montgomery Township Board of Education.

- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) A list of the surplus property to be sold is as follows:

2010 10 Passenger/2Wheelchair Ford Bus, 1FDFE45P39DA85782

- (5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
 - (6) The Montgomery Township Board of Education reserves the right to accept or reject any bid submitted.
 - (7) Any surplus property unsold after the auction shall be offered without cost to school-related community organizations or charitable and nonprofit organizations located within the district or discard the surplus property in a manner consistent with the public interest.
 - (8) BE IT FURTHER RESOLVED, the Board President, Board Secretary and any other necessary officer, official or employee of the Board are hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution, including the execution of the auction.
- 3.8 Approval for the Purchase of Computer Equipment and Supplies – approve the purchase of computer equipment and supplies to refresh old equipment for labs and classrooms entered into on behalf of the Educational Services Commission of New Jersey Cooperative Pricing System #65MCESCCPS, Technology Supplies and Services, Bid #ESCNJ 18/19-03.

<u>Vendor</u>	<u>Contract Title and ESCNJ Contract #</u>	<u>Total</u>
CDW Government LLC Vernon Hills, IL	Technology Supplies and Services Bid #ESCNJ 18/19-03	\$78,574.87

4.0 PERSONNEL

- 4.1 Approval of Personnel Agenda – approve the personnel agenda as attached (see Pages 13-17).
- 4.2 Approval of Job Descriptions – approve job descriptions (see Page 18).

EXECUTIVE SESSION II

Mr. Patel motioned and Ms. Chenette seconded that the Board convene in Executive Session at 8:38 p.m for the purpose of discussing items related to personnel.

ROLL CALL

Phyllis Bursh – Yes	Jinesh Patel – Yes
Minkyo Chenette – Yes	Ranjana Rao – Yes
Dharmesh Doshi – Yes	Shreesh Tiwari – Yes
Amy Miller – Yes	Joanne Tonkin – Yes
Michael Morack, Jr. - Yes	

RECONVENE THE REGULAR ORDER OF BUSINESS AT 9:45 P.M.

ROLL CALL - Visual

Phyllis Bursh – Yes	Jinesh Patel – Yes
Minkyo Chenette – Yes	Ranjana Rao – Yes
Dharmesh Doshi – Yes	Shreesh Tiwari – Yes
Amy Miller – Yes	Joanne Tonkin – Yes
Michael Morack, Jr. - Yes	

ANNOUNCEMENTS BY THE PRESIDENT

None

ADJOURNMENT

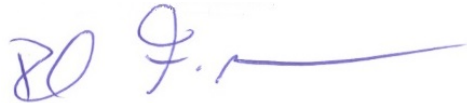
Mr. Doshi motioned to adjourn at 9:45 p.m. seconded by Ms. Miller.

ROLL CALL – Consensus

Dharmesh Doshi – Yes	Amy Miller – Yes	Michael Morack, Jr. - Yes
Jinesh Patel – Yes	Ranjana Rao – Yes	Shreesh Tiwari – Yes
Joanne Tonkin – Yes	Phyllis Bursh – Yes	Minkyo Chenette – Yes

The meeting was adjourned at 9:45 p.m.

Respectfully submitted,



David F. Palumbo
Assistant Board Secretary

NEXT MEETING

Public Meeting
Montgomery Upper Middle School Media Center
Tuesday, January 7, 2020
7:30 P.M.

Montgomery Township Board of Education Travel Reimbursement Requests 2019/2020

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.35)	Meals	Lodging	Regis- tration	Other	Total**	Approved Year-to-Date Total**
Meghan Bauer	OHES	5/27 - 5/29/20	NJTESOL Conference	\$60.00	\$63.00			\$394.00		\$517.00	\$517.00
Lisarenee Benz	LMS	1/23 & 3/27/20	NGSS in NJ Collaborative Efforts for Implementation		\$14.84					\$14.84	\$14.84
Lynn Blakemore	UMS	1/23 & 3/27/20	NGSS in NJ Collaborative Efforts for Implementation		\$16.94					\$16.94	\$16.94
Jeff Brooks	BO	1/14 & 1/16/20	NJECC 2020	\$15.00	\$76.86					\$91.86	\$971.36
Jill Busher	BO	4/3/2020	Annual Tenure & Seniority Seminar		\$14.04			\$225.00		\$239.04	\$438.04
Minkyo Chenette	BO	2/14/2020	Social and Emotional Learning Conference					\$99.00		\$99.00	
Minkyo Chenette	BO	2/28/2020	NJSBA School Finance Conference					\$99.00		\$99.00	\$898.00
Jim Dolan	VES	1/30 - 1/31/20	TECHS PO 2020	\$20.00	\$75.60	\$30.00	\$96.00	\$475.00		\$696.60	\$696.60
Jean Evertsen	VES	5/27 - 5/29/20	NJTESOL Conference	\$21.00				\$394.00		\$415.00	\$415.00
Kristen Gluck	VES	2/4/2020	Constructing Explanations Supported by Arguments					\$125.00		\$125.00	\$125.00
Stacey O'Neill	BO	4/3/2020	Annual Tenure & Seniority Seminar		\$7.84			\$325.00		\$332.84	\$531.84
Alma Reyes	District	2/6/2020	Inspiring Curiosity in World Language Classrooms					\$175.00		\$175.00	
Alma Reyes	District	3/27 - 3/28/20	FLENJ Annual Conference					\$245.00		\$245.00	
Alma Reyes	District	4/23/2020	Engaging & Meeting the Needs of All Learners					\$175.00		\$175.00	\$595.00
Rebecca Salazar	MHS	3/27 - 3/28/20	FLENJ Annual Conference					\$245.00		\$245.00	
Rebecca Salazar	MHS	4/23/2020	FLENJ Aworkshop #4					\$175.00		\$175.00	\$510.00
Kathleen Scotti	OHES	2/11/2020	Fourth Annual Early Childhood Summit					\$400.00		\$400.00	\$400.00
Kelly Thorp	OHES	3/10/2020	Planning NGSS - Aligned Lessons and Assessments		\$3.43			\$125.00		\$128.43	\$128.43
Laurie Winer	VES	1/29/2020	Rutgers - Jennifer Servallo Reading					\$155.00		\$155.00	\$155.00

*Excluding Tolls

**Estimated

BOE

12/17/2019

**Includes Registrations

4.1 PERSONNEL**Resignations/Retirements/ Rescissions**

Location	First	Last	Position	Effective	Reason	Dates of Employment/Notes
OHES	Lisa	Gappa	Teacher/Academic Support TCH.OH.BSI.MG.06	01/01/2020	Retirement	09/01/1996 – 12/31/2019 - Rescind
LMS	Georgianna	Kichura	Assistant Principal APR.LM.APRN.NA.01	07/01/2020	Retirement	09/01/1995 – 06/30/2020
OHES/HS	Myrna	Medina	Teacher/Spanish TCH.OH.WLNG.MG.01 TCH.HS.WLNG.MG.14	07/01/2020	Retirement	09/01/2011 – 06/30/2020
TRANS	Debra	Pitcher	Bus Driver TRN.TR.DRVR.NA.01	01/01/2020	Retirement	09/01/2003 – 12/31/2019
UMS	Camille	Scully	Teacher/Math TCH.UM.BSI.MG.05 TCH.UM.MATH.MG.07	07/01/2020	Retirement	09/01/1988 – 06/30/2020
OHES	Laurie	Treene	Paraprofessional AID.OH.FPS.MG.02	01/04/2020	Resignation	10/26/2015 – 01/03/2020

Leaves of Absence

Location	First	Last	Position	Type of Leave	Dates of Leave/Notes
MHS	Zoran	Milich	Teacher/Social Studies TCH.HS.SOST.MG.07	Leave of Absence Anticipated Return	01/29/2020 – 03/25/2020 (Paid; w/Benefits) 03/26/2020
DISTRICT	Adam	O'Connor	Maintenance/Grounds GRD.BO.GRND.NA.04	Leave of Absence FMLA Anticipated Return	10/28/2019 – 11/13/2019 (Paid; w/Benefits) 11/14/2019 – 12/06/2019 (Unpaid, w/Benefits) *Revised 12/09/2019 *Revised
LMS	Stephanie	Osborne	Paraprofessional AID.LM.TIA.EO.03	FMLA Anticipated Return	12/03/2019 - 12/17/2019 (Unpaid; with Benefits) 12/18/2019

Appointments/Renewals (Certificated Staff)

Location	First	Last	Position	Replacing	Degree	Step	Salary	Pro-rated	Dates of Employment/Notes
OHES	Kelsie	Agron	Teacher/Special Ed (Leave Replacement TCH.OH.RCTR.MG12	Samantha Borelli	BA	2-3	\$61,925	Yes	12/21/2019 – 06/30/2020
DISTRICT	Raymond	Mulvey	Director of Facilities DIR.BO.FACS.NA.01	David Klein	N/A	N/A	\$135,000	Yes	02/01/2020 – 06/30/2020 – <i>Revised</i>
OHES	Gail	Travisano	Teacher/Academic Support (Leave Replacement) TCH.OH.BSI.MG.06	Lisa Gappa	BA	6-7 (D)	\$63,950	Yes	12/21/2019 – 02/18/2020
DISTRICT	Thomas	Venanzi *	Interim Business Administrator/Board Secretary SBA.BO.BADM.NA.01	Mark Kramer	N/A	N/A	\$100 p/h	N/A	01/01/2020 – 06/30/2020

1.1 Appointments/Renewals (Non-Certificated Staff)

Location	First	Last	Position	Replacing	Step	Salary	Pro-rated	Dates of Employment/Notes
TRANS	Kimberly	Galatro *	Bus Attendant TRN.TR.BAID.NA.02	Arlene Carr	1	\$13.64 p/h	N/A	01/02/2020 – 06/30/2020
OHES	Carrie Ann	Gross	Paraprofessional (Leave Replacement) AID.OH.TIA.EO.08	Katheryn Larkin	1	\$25,550	Yes	01/06/2020 – 05/08/2020
LMS	Jeffrey	Naviello *	Technology Assistant AID.FL.TIA.TC.01	Joseph Scher	1	\$31,914	Yes	01/02/2020 – 06/30/2020
LMS	Denise	Ruppe *	Paraprofessional AID.LM.TIA.EO.08	Susanne Shyptycki-Charos	6-7	\$26,795	Yes	01/20/2020 – 06/30/2020 (or sooner, pending release)
LMS	Gutta	Sunitha	Paraprofessional AID.LM.TIA.EO.03	Stephanie Osborne	1	\$25,550	Yes	01/02/2020 – 06/30/2020

Transfers/Voluntary and In-Voluntary Reassignments

New Position/Location	First	Last	Previous Position/Location	Degree	Step	Salary	Dates of Employment
Paraprofessional/OHES AID.OH.TIA.AUT.01	Heather	Moran	Paraprofessional/VES AID.VS.TIA.EO.02	N/A	13	\$28,835	12/09/2019 – 06/30/2020

Appointments/Substitutes

Location	First	Last	Position	Status	Dates of Employment/Notes
DISTRICT	Michael	Back	Student Teacher/Substitute Teacher	NEW	2019-2020
DISTRICT	Carrie Ann	Gross	Substitute Teacher/Paraprofessional	NEW	2019-2020
DISTRICT	Dana	Elez	Substitute Teacher/Paraprofessional	NEW	2019-2020
DISTRICT	Anna	Matticoli	Substitute Secretary/Clerk	NEW	2019-2020
DISTRICT	Lynn	Min	Substitute Secretary/Clerk	NEW	2019-2020
DISTRICT	Morlan	Osgood	Student Teacher/Substitute Teacher	NEW	2019-2020
DISTRICT	Laurie	Treene	Substitute Teacher/Paraprofessional	NEW	2019-2020
DISTRICT	Marcia	Vieira Carolei	Substitute Secretary/Clerk	NEW	2019-2020

Tuition Reimbursement

Location	First	Last	School	Semester	Credits	Reimbursed Amount	Course
VES	Marlene	Biava	University of LaVerne	Spring 2020	3	\$375.00	ADD/ADHD Strategies & Interventions for the Classroom
VES	Marlene	Biava	University of LaVerne	Spring 2020	3	\$375.00	How the ELL Brain Learns to Read
MHS	Jamie	Meeker	Rider University	Spring 2020	3	\$2286.12	Community Building & Sustaining Community Partners
VES	Jennifer	Shockey	University of LaVerne	Spring 2020 *revised	3	\$375.00	Motivating Students Who Don't Care

MHS	Nitu	Sinha	University of Wisconsin-Stout	Spring 2020	3	\$1356.00	Methods of Teaching Middle School Math
LMS	Jennifer	Snyder	Columbia University/Teachers College	Spring 2020	3	\$2286.12	Literacy, Culture & the Teaching of Reading
LMS	Jennifer	Snyder	Columbia University/Teachers College	Spring 2020	3	\$2286.12	Health Education for Teachers
MHS	Bryan	Upshaw	Plymouth State University	Fall 2019	3 *revised	\$2,286.12 *revised	Graduate Capstone Project

Appointments – Mentor Teachers

Location	Provisional Teacher/Mentee	Mentor Teacher	Route	Stipend	Pro-rated	Dates of Employment
VES	Samantha Borelli	Diana Loiacono	Traditional	\$293.33	YES	01/02/2020 – 05/01/2020

Appointments – Curriculum Writing 2019-2020

Location	First	Last	Position	Salary	Dates of Employment/Notes
MHS	Sarah	Gresko	Curriculum Development – Intro to Culinary Arts (Not to Exceed \$476.00)	\$34.00 p/h	12/18/2019 – 06/30/2020
MHS	Sarah	Gresko	Curriculum Development – Art of Baking (Not to Exceed \$476.00)	\$34.00 p/h	12/18/2019 – 06/30/2020
MHS	Sarah	Gresko	Curriculum Development – Culinary Arts II (Not to Exceed \$476.00)	\$34.00 p/h	12/18/2019 – 06/30/2020
MHS	Teena	Jessu	Curriculum Development – Computer Science (Not to Exceed \$1,428.00)	\$34.00 p/h	12/18/2019 – 06/30/2020
MHS	Tim	Leicht	Curriculum Development – Engineering (Not to Exceed \$1,428.00)	\$34.00 p/h	12/18/2019 – 06/30/2020

Co-Curricular

Location	First	Last	Position	Stipend	Dates of Employment/Notes
UMS	Victoria	Giunta	Intramural – Volleyball	\$1,955.00	2019-2020 Fall Season
UMS	Scott	Ramsay	Intramural – Flag Football	\$1,955.00	2019-2020 Fall Season
MHS	Yannick	Smith	Volunteer Soccer Coach, Boys	\$4,000	2019-20 Fall Season (Reimbursed by the Booster Club)
MHS	Mike	Razzoli	Volunteer Soccer Coach, Boys	\$4,000	2019-20 Fall Season (Reimbursed by the Booster Club)
MHS	Meghan	Molinaro	Volunteer Soccer Coach, Girls	\$2,000	2019-20 Fall Season (Reimbursed by the Booster Club)
MHS	Thomas	Trockenbrod	Volunteer Coach, Field Hockey	\$1,500	2019-20 Fall Season (Reimbursed by the Booster Club)

Other

Location	First	Last	Assignment	Salary/Stipend	Dates of Employment/Notes
MHS	David	English	Teaching 1 Additional Period	\$3,536.00	01/02/2020 – 02/28/2020
MHS	Jessica	Pagodin	Teaching 1 Additional Period	\$3,341.60	01/02/2020 – 02/28/2020
MHS	Chris	Resch	Teaching 1 Additional Period	\$3,266.00	01/02/2020 – 02/28/2020
MHS	Paul	Spinelli	Teaching 1 Additional Period	\$4,032.80	01/02/2020 – 02/28/2020
MHS	Glen	Stuart	Teaching 1 Additional Period	\$2,873.60	01/02/2020 – 02/28/2020
DISTRICT	Edward	Robinson	Additional Responsibilities	\$2,500	01/02/2020 – 01/31/2020
DISTRIT	Substitute	Rate	Secretary	\$11.00/hour	As of 01/01/2020
DISTRIT	Substitute	Rate	Clerk	\$11.00/hour	As of 01/01/2020
DISTRIT	Substitute	Rate	ESA	\$11.00/hour	As of 01/01/2020

* Pending Criminal Background Clearance and Employment History Clearance

4.2 Resolution Approving the Following Job Descriptions

APPROVAL OF JOB DESCRIPTIONS

BE IT RESOLVED, that the Montgomery Township Board of Education approves the following job descriptions: Visual and Performing Arts K-12 Supervisor; World Language & English Language Learner K-12 Supervisor; Supervisor 9-12; Supervisor 5-8; Supervisor K-4; Supervisor of Technology; Director of Athletics; Assistant Principal; Principal; Special Services Supervisor; Director of Data, Assessment and Accountability; Director of Student Academic and Counseling Services; Director of Curriculum, Instruction and Staff Development; and Director of Special Services.