

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION  
Skillman, New Jersey 08558**

**Meeting, Tuesday, July 21, 2015  
6:00 p.m. Executive Session  
7:30 p.m. Public Session  
Board of Education Large Conference Room**

**WORKSHOP AND BUSINESS MEETING A G E N D A**

OPENING OF THE MEETING

Call to Order - Board President

Statement of Open Meeting and Public Participation - In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing notice of the meeting on January 7, 2015 and July 16, 2015. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Postings, PTSA Officers, Courier 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.

EXECUTIVE SESSION

It is recommended that the Board convene in Executive Session for the purpose of discussing a parent appeal to a harassment, intimidation and bullying (HIB) determination, special education litigation, items related to personnel, negotiations with the Association of Principals and Supervisors of Montgomery Township, student and employee disciplinary matters and the superintendent's contract. When the need for confidentiality no longer exists, the matters will be disclosed to the public.

RECONVENE IN OPEN SESSION - 7:30 p.m.

SALUTE THE FLAG

ROLL CALL

SUPERINTENDENT'S REPORT

COMMITTEE/REPRESENTATIVE REPORTS

### Representative Reports

- Student Representative Report
- MTEA Report
- Board Member Delegate/Representative Reports  
(SCSBA, PTSA, Legislative, NJSBA, Ed. Services Commission, etc.)

### Board Committee Reports

- Assessment, Curriculum and Instruction Committee Report
- Operations, Facilities and Finance Committee Report
- Human Resources and Negotiations Committee Report
- Policy Committee Report
- External Affairs/Communications Committee Report
- President's Report

BOARD/PUBLIC COMMENTS – Members of the public are allotted one opportunity to address the Board regarding **Board Committee, Representative Reports, Superintendent's Report or any other business** for a maximum of five (5) minutes during this period of the meeting.

APPROVAL OF MINUTES – It is recommended that the Board approve the minutes of the following Board Meeting(s):

1. June 9, 2015 Executive Session Meeting
2. June 9, 2015 Workshop and Special Public Meeting
3. June 12, 2015 Special Public Meeting
4. June 16, 2015 Executive Session Meeting
5. June 16, 2015 Business Meeting
6. June 23, 2015 Special Public Meeting

ACCEPTANCE OF CORRESPONDENCE – It is recommended that the Board of Education accept the correspondence as follows:

1. Email dated 6/17/15 from A. Wirsul regarding salaries and MTEA contract
2. Email dated 6/15/15 from A. Wirsul regarding NJ School boards Association
3. Email dated 6/17/15 from A. Wirsul regarding Treasurer of School Monies
4. Email dated 6/22/15 from A. Wirsul regarding superintendent's contract
5. Email dated 6/29/15 from M. Post regarding superintendent's contract
6. Email dated 6/30/15 from T. Westervelt regarding DOE documentation
7. Email dated 7/2/15 from C. Walsh regarding superintendent's contract
8. Email dated 7/7/15 from G. Masessa regarding superintendent's contract
9. Thank you note dated 7/8/15 from A. Sprout
10. Email dated 7/13/15 from A. Wirsul regarding class size
11. Email dated 7/13/15 from A. Wirsul regarding busing

### ACTION AGENDA

#### PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Action Agenda** for a maximum of five (5) minutes during this period of the meeting.

## 1.0 ADMINISTRATIVE

The Superintendent recommends that the Board of Education approve the administrative items as follows:

### 1.1 Routine Monthly Report – Accept the following report:

1. Student Control
2. Harassment, Intimidation and Bullying (HIB) Report
3. Teacher Absence Report
4. Fire/Security Drill Report

## 2.0 CURRICULUM & INSTRUCTION

The Superintendent recommends that the Board of Education approve the curriculum and instruction agenda as follows:

### 2.1 Out-of-District Placements – Approve the following Out-of-District placements for the 2015/16 school year.

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
000182	Bridge Academy	6/29/15-7/30/15	\$3,700.00		\$3,700.00
158510	Bridge Academy	6/29/15-7/30/15	\$1,200.00		\$1,200.00
000182	Bridge Academy	9/2/15-6/17/16		\$40,232.00	\$40,232.00
158510	Bridge Academy	9/2/15-6/17/16		\$20,116.00	\$20,116.00
101624	Rock Brook School	7/6/15-6/21/15	\$9,618.30	\$57,709.80	\$67,325.10
000059	Center School	7/1/15-6/23/16	\$6,158.60	\$55,427.40	\$61,586.00
000383	New Hope Academy	7/1/15-8/13/15	\$4,771.26		\$4,771.26
103326	New Hope Academy	7/1/15-8/13/15	\$4,771.26		\$4,771.26
181961	Montgomery Academy	7/6/15-6/17/16	\$6,219.00	\$55,971.00	\$62,190.00
100723	Montgomery Academy	7/6/15-6/17/16	\$6,219.00	\$55,971.00	\$62,190.00
103382	Academy Learning Center	6/29/15-8/6/15 1:1 Aide	\$4,785.00 \$3,190.00		\$7,975.00
057415	Lakeview School	7/1/15-6/2/16	\$13,683.60	\$82,101.00	\$95,785.20
101610	New Hope Academy	7/7/15-8/13/15	\$4,317.18		\$4,317.18
181393	Eden Autism Services School	7/1/15-6/21/16 Extended Day	\$760.00	\$5,548.00	\$6,308.00
181393	Eden Autism Services School	7/1/15-6/21/16 1:1 Aide	\$15,035.38 \$5,262.27	\$71,321.20 \$24,962.05	\$86,356.48 \$30,224.32

2.2 Consultant Approvals 2015/2016 – Approve the following consultants for the 2015/16 school year.

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
Children’s Hospital of Philadelphia	Educational Services	\$52.53/hour
Alternatives, Bridges to Employment, Division of Alternatives	Community Based Vocational Assessments Mini Assessment Transportation Additional One on One Instruction Community Experience: Career, Learning Experience, Job Placement & Coaching Transportation	\$1,200.00 each \$780.00 each \$75.00/day  \$60.00/hour \$60.00/hour
Children’s Specialized Hospital	Central Auditory Processing Evaluations: Tympanometry & Reflex Threshold Comprehensive Audiology Test Impedance Testing Evoked Otoacoustic Emissions Speech Threshold Audiometry Visual Reinforcement Audiometry Auditory Function 60 minutes Auditory Function, each addtl 15 minutes	\$226.00 each \$491.00 each 109.00 each \$246.00 each \$56.00 each \$409.00 each \$225.00/60 min \$57.00/15 min
Occupational Therapy Consultants	Occupational Therapy Evaluation Physical Therapy Evaluation OT or PT Intervention Services OT Assistant Intervention Services Speech/Language Intervention Services Home Based Services 30-60 minutes	\$400.00/each \$400.00/each \$90.00/hour \$82.00/hour \$92.00/hour \$110.00/visit
Alexander Road Associates	Psychiatric Evaluations, School Reports Psychological Intake Psychological/Psychoeducational Evaluation Additional Time (IEP Mtg, phone, etc.)	\$495.00/hour \$250.00/Session  \$3,000/Session \$350.00/hour
Centris Group	IEP Direct Renewal & Support Services	\$14,192.05
Eden Autism Services	Functional Behavior Assessment Comprehensive Psychoeducational Eval Comprehensive Neurodevelop Eval ADOS Eval Behavior Assessment: BCBA BCBA Specialist Home Based Services: BCBA Behavior Therapist	\$1,400.00 \$1,300.00 \$750.00 \$1,600.00  \$140.00/hour \$90.00/hour  \$140.00/hour \$75.00/hour

Barbara Golub	Five full days of site-based professional for English teachers during the 2015-2016 school year	\$2,000.00/day
Red-e-Set Grow, LLC	One day of on-site professional development to train teachers to administer Online PAR Dyslexia testing	\$2,200.00

2.3 FY 2016 IDEA Grant - Accept and approve the funding allocation and submissions of the FY 2016 IDEA Grant in the following amounts:

Basic                \$853,997  
 Preschool        \$23,292

2.4 Professional Development School Network (PDSN) Partnership Agreement - Approve the agreement between Montgomery Township School District and The College of New Jersey’s Professional Development School Network for the 2015-2016 school year at a cost of \$3,750.

2.5 District 2015-2016 Teacher Mentoring Program – Approve the 2015-2016 District Teacher Mentoring Program for provisional teachers as mandated by the NJDOE mentoring regulations and requirements. Two of these regulations have fiscal impact on the District.

2.6 FY2016 NCLB, Title I, Title IIA, Title III and Title III-Immigrant Grant Application – Approve submission of the proposed program plan and budget for the ESEA/NCLB FY2016 in the amount of:

Title I                    \$122,548  
 Title IIA                \$ 48,206  
 Title III                 \$ 16,745  
 Title III-Immigrant    \$ 3,490

2.7 Tuition Student – Approve J.L. as an 7<sup>th</sup> grade tuition student at Montgomery Upper Middle School for the 2015-2016 school year.

2.8 Trip Proposal/MHS – Approve the trip proposal for the Montgomery High School Senior Class Trip to Florida, March 1 – 5, 2016. This trip is at no expense to the Board.

**3.0 FINANCE**

The Superintendent recommends that the Board of Education approve the finance agenda as follows:

3.1 Financial Reports - As prepared by the School Business Administrator and Treasurer of School Moneys which are in agreement, and presented by the Superintendent, approve the following reports as of June 30, 2015:

- Board Secretary’s Report
- Treasurer’s Report

- Investment Report
- Food Services Report

- 3.2 Ratification of Transfers - ratify the transfer of funds among the general, special revenue and capital projects funds' line items as of June 30, 2015
- 3.3 Receipt of Certification from Board Secretary - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Annette M. Wells, certify that as of June 30, 2015 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A:23-2.12 (a).

Board Secretary	Date
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- 3.4 Certification of Board of Education - Pursuant to NJAC 6A:23-2-12 (c) 4, we certify that as of June 30, 2015 after review of the Board Secretary's and Treasurer's monthly financial reports, in the minutes of the board each month that no major account or fund has been over expended in violation of NJAC 6A:23-2.12 (b).

- 3.5 Approval of Bills to close out Year End - approve the end of year bills as follows:

General Operating	\$3,018,732.99
Food Service	\$163,901.16

- 3.6 Approval of Monthly Bills for July – approve the monthly bills as follows:

General Operating	\$2,099,925.08
Food Service	\$122,759.83

- 3.7 Travel Reimbursement – 2015/2016 – approve the Board member and/or staff conference and travel expenses as per the attached list.

- 3.8 Persons Designated to Sign Checks for the Ensuing Year - adopt the following resolution authorizing check signatures:

RESOLVED: That the general account and food service account in the name of Montgomery Township Board of Education be opened or kept with TD Bank for the deposit in said Bank to the credit of these accounts from time to time of any and all moneys, checks, drafts, notes, acceptances or other evidences of indebtedness, whether belonging to these accounts or otherwise, which may be or thereafter come into its possession, and that the said Bank be and is hereby authorized to make payments from the funds on deposit with it upon and according to the checks, drafts, notes or acceptances of these accounts, to be signed with the following three signatures:

Adelle Kirk-Csontos	President
Annette M. Wells	Secretary

Ronald Rossi

Treasurer of School Moneys

In the event the President is unable to sign, Judy Humza, Vice President, will sign the checks.

Check signatures for the Summer Enrichment; Salary Account; and Agency Account:  
Treasurer of School Moneys

Check signatures for the Flexible Spending Account: Treasurer of School Moneys and  
School Business Administrator/Board Secretary

Check signatures for School Activity Accounts: Administrator and Secretary

Check signature for Athletic Account: Athletic Director and School Business  
Administrator/Board Secretary

3.9 Approval of Paperless Board Meeting Service – approve an annual agreement with the  
New Jersey School Boards Association for the paperless board meeting service at an  
annual cost of \$2,360.

3.10 Approve the Following Resolution Appointing a Qualified Purchasing Agent -

WHEREAS, the Montgomery Township Board of Education (hereinafter referred to as  
the “Board”) appointed Thomas M. Venanzi (hereinafter referred to as “Venanzi”) as a  
purchasing agent for the Board pursuant to N.J.S.A. 18A:18A-1 et seq. and 40A:11-9 et  
seq. (commonly known as the “Qualified Purchasing Agent (QPA) Law”); and

WHEREAS, Venanzi retired from all employment with the Board on June 30, 2015,  
thereby creating a vacancy in the Office of the Purchasing Agent; and

WHEREAS, the Board appointed Annette M. Wells (hereinafter referred to as “Wells”) to  
the position of School Business Administrator effective July 1, 2015; and

WHEREAS, Wells does not currently hold a QPA certification, which certification she  
intends to obtain during the time period prescribed by the QPA Law; and

WHEREAS, the QPA Law permits the Board to appoint a Temporary Purchasing Agent  
for one (1) year from the date of the vacancy; and

WHEREAS, the Board wishes to appoint Wells as Temporary Purchasing Agent for one  
(1) year or until she obtains her QPA certification, whichever occurs first.

NOW, THEREFORE, BE IT RESOLVED that Wells shall be appointed as Temporary  
Purchasing Agent for the Board effective from the date of this Resolution until July 1,  
2016, or upon obtaining her QPA certification, whichever occurs first; and

BE IT FURTHER RESOLVED that Wells shall have authority as the Temporary  
Purchasing Agent to purchase goods and services for the maximum amount allowed by  
the QPA Law.

3.11 Approve the Following Resolution Increasing the Bid Threshold –

WHEREAS, Annette M. Wells, School Business Administrator/Board Secretary is being approved as a Temporary Purchasing Agent;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

NOW, THEREFORE BE IT RESOLVED that the Montgomery Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes Annette M. Wells, School Business Administrator/Board Secretary to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly-established bid threshold amount.

3.12 Settlement Agreement– Approve the following resolution pertaining to a special education settlement agreement:

BE IT RESOLVED by the Montgomery Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the Parents of a student whose name is on file in the Superintendent’s office, and which Agreement is located in the student’s file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release and any other documents necessary to effectuate the settlement.

3.13 Resolution to Approve Remediation and Drying of Water Damage at Montgomery High School and Village Elementary School – approve the following resolution to award a contract for the remediation and drying of water damage at Montgomery High School and Village Elementary School:

WHEREAS, on February 16, 2015, the District experienced a sprinkler water line break at Montgomery High School and Village Elementary School due to unusually cold temperatures for several days which resulted in water damaging a number of areas and materials in the schools including the wooden gym floor; and

WHEREAS, the Board’s Director of Facilities after consultation with the Board’s Architect of Record advised the School Business Administrator/Board Secretary that a condition exists which requires responding to this emergent need due to the potential presence of water trapped underneath the gym floor which could affect the health and safety of building occupants and which has also damaged the wood material to the point that it is not safe for use; and

WHEREAS, the School Business Administrator/Board Secretary, after consultation with the Board Attorney, declared that an immediate response is necessary to this emergent need pursuant to N.J.S. A. 18A:18A-7, and notified the Somerset Executive County

Superintendent that a proposal has been approved by the board's insurance carrier and approved by the Business Administrator/Board Secretary from Albiton, LLC to remediate and dry the water damage at Montgomery High School and Village Elementary School in the amount of \$38,837.48 which will be reimbursed by the board's insurance carrier; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-7(b), the contractor providing the goods and services in connection with the emergent need is entitled to be paid, and therefore, the Board is obligated to take such action as shall be required to provide for the payment of the proposal; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes payment to Albiton, LLC for the cost of the work to perform the services outlined in their proposal with the understanding that these costs will be reimbursed by the board's insurance carrier.

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary is hereby authorized to execute any and all documents necessary to effectuate this Resolution.

- 3.14 Receipt, Rejection and Award of Bid – Fall Athletic Awards, Equipment, Supplies and Uniforms for the Montgomery Township School District (Bid #B16-05) – Bids were received on June 10, 2015 for fall athletic awards, equipment, supplies and uniforms for the Montgomery Township School District as follows:

<u>Vendor</u>	<u>Base Bid</u>
Metuchen Center, Inc. Sayreville, NJ	\$28,445.17
BSN Sports, Passon's Sports & US Games Jenkintown, PA	\$23,423.05
Leisure Sporting Goods Iselin, NJ	\$21,878.00
Riddell/All American Elyria, OH	\$7,524.15
Aluminum Athletic Equipment Co. Royersford, PA	\$6,500.00
Pyramid School Products Tampa, FL	\$5,103.50
Triple Crown Sports, Inc. Old Bridge, NJ	\$4,900.52
MFAC, LLC (M-F Athletic) West Warwick, RI	\$3,940.00

Deary's Gymnastics Supply Danielson, CT	\$3,010.42
Longstreth Sporting Goods Spring City, PA	\$1,450.80
Neff Motivation, Inc. Greenville, OH	\$781.80

It is recommended the Board of Education reject the bids received from the following vendors; pursuant to 18A:18A-22e since the purposes or provisions or both of N.J.S.A.18A:18A-1 et seq. is being violated:

*Riddell, Elyria, OH* – The low bids received for the *boys and girls soccer score books* are being rejected because they do not have all the required spaces to record the statistical team information required by the coaches.

*Metuchen Center Inc., Sayreville, NJ* – The low bid received for cheerleading *Flexi-Roll carpet* is being rejected because item offered does not meet the specifications; the item offered is vinyl cover mat material. Also, the low bids received for the middle school *field hockey uniforms* are being rejected because the alternate offered does meet the specifications.

It is recommended that the Board of Education award Bid #B16-05 for fall athletic awards, equipment, supplies and uniforms for the Montgomery Township School District as follows:

<u>Vendor</u>	
BSN Sports, Passon's Sports & US Games Jenkintown, PA	\$7,792.63
Leisure Sporting Goods Iselin, NJ	\$6,699.02
Pyramid School Products Tampa, FL	\$2,820.91
Metuchen Center, Inc. Sayreville, NJ	\$1,916.90
Riddell/All American Elyria, OH	\$1,578.30
Longstreth Sporting Goods Spring City, PA	\$369.12
Triple Crown Sports, Inc. Old Bridge, NJ	\$228.80
Deary's Gymnastics Supply	\$63.72

Danielson, CT

Neff Motivation, Inc. \$42.00  
Greenville, OH

Total Bids Awarded \$21,511.40

- 3.15 Approval for MAP Testing Web-Based Measures of Academic Progress – award the contract for MAP testing web-based measures of academic progress from July 1, 2015 to June 30, 2016 as follows:

Vendor  
Northwest Evaluation Association \$31,876.00  
Portland, OR

- 3.16 Approval for Performance Matters Assessment and Data Management System – It is recommended that the Board of Education award the contract for the hosting services of the district’s assessment and data management system from August 9, 2015 to August 8, 2016 as follows:

Vendor  
Performance Matters, LLC, \$34,560.00  
Winter Park, FL

- 3.17 Approval for the Purchase of Two (2) 54 Passenger School Buses – approve the purchase of two (2) 54 passenger school buses entered into on behalf of the Middlesex Regional Educational Services Commission Cooperative Pricing System #65MCESCCPS, School Bus Bid # MRESC 14/15-31.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Bus Description</u>	<u>Total</u>
Truck King International Newark, NJ	School Bus, Bid #MRESC 14/15-31	54 Passenger	\$186,041.34

- 3.18 Approval for the Cost per Copy Contract with Xerox – Approve the cost per copy contract with Xerox Corporation for 12 machines which includes toner for the district entered into on behalf of the State of New Jersey Division of Purchase and Property pursuant to N.J.S.A. 18A:18A-10 under the New Jersey State Contract Title, GSA/FSS Reprographics Schedule Use (T-2075):

<u>Vendor</u>	<u>State Contract #</u>	<u>Total</u>
Xerox Corporation Woodbridge, NJ	#51145	\$41,172.24

- 3.19 Settlement Agreement– Approve the following resolution pertaining to a special education settlement agreement:

BE IT RESOLVED by the Montgomery Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the Parents of a student whose name is on

file in the Superintendent's office, and which Agreement is located in the student's file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release and any other documents necessary to effectuate the settlement.

#### **4.0 PERSONNEL**

The superintendent recommends that the Board of Education approve the personnel agenda following discussion in Executive Session.

The Board, pursuant to N.J.S.A. 10:4-12(b), the Open Public Meeting Act, shall not publicly discuss personnel matters and shall not respond to comments made by members of the public.

Please be aware that the subject of this hearing retains the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public.

#### **4.1 Superintendent Contract Rescission and New Contract Approval -**

WHEREAS, the Montgomery Township Board of Education (hereinafter referred to as the "Board") and Nancy Gartenberg, entered into an Employment Agreement for the term commencing August 1, 2012 and expiring June 30, 2017 (hereinafter referred to as the "Initial Employment Agreement");

WHEREAS, the Board and the Superintendent desire to rescind the Initial Employment Agreement prior to its conclusion, and enter into a new Employment Agreement for a term commencing July 21, 2015 and expiring June 30, 2020 (hereinafter referred to as the "Succeeding Employment Agreement");

WHEREAS, in accordance with N.J.S.A. 18A:11-11, 30-day advance notice of said action and 10-day advance notice of a public hearing were provided to the public;

WHEREAS, the public hearing on the employment of the Superintendent was held on July 21, 2015; and

WHEREAS, this Employment Agreement has been submitted to and approved by the Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board hereby rescinds the Initial Employment Agreement of Nancy Gartenberg effective July 21, 2015;

BE IT FURTHER RESOLVED that the Board hereby appoints Nancy Gartenberg as the Superintendent of Schools for the Montgomery Township School District for the period beginning on July 21, 2015 and expiring on June 30, 2020, in accordance with the terms of the Succeeding Employment Agreement annexed hereto and incorporated herein by reference; and

BE IT FURTHER RESOLVED that the Board approves the attached Succeeding Employment Agreement with Nancy Gartenberg for the position of Superintendent of Schools for the foregoing period of appointment; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President and Board Secretary/School Business Administrator to execute the Succeeding Employment Agreement on behalf of the Board.

ANNOUNCEMENTS BY THE PRESIDENT

ADJOURNMENT