

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Skillman, New Jersey 08558

Meeting, Tuesday, August 18, 2015
7:00 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 August 13, 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 items related to personnel and student and employee disciplinary matters. 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. July 21, 2015 Executive Session Meeting
2. July 21, 2015 Workshop and Business Meeting

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

1. Email dated 7/21/2015 from C. Cudmore regarding support for superintendent
2. Email dated 7/22/2015 from A. Wirsul regarding executive session minutes
3. Email dated 7/22/2015 from A. Wirsul regarding "Note from Annie"
4. Email dated 7/23/2015 from A. Wirsul regarding board meeting observations
5. Email dated 7/31/2015 from T. Tagliareni regarding personnel
6. Email dated 8/9/2015 from J. Grant regarding an invitation

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:

Harassment, Intimidation and Bullying (HIB) Report

1.2 Policy First Reading – Accept the following policy as a first reading:

5430 Class Rank

1.3 2015-2016 Board Goals – Approve the 2015-2016 Board Goals:

Goal 1: To engender support for the referendum in collaboration with our administration through effective communication with our community and our stakeholders.

- Take individual BOE member accountability for understanding all aspects of the referendum, including objectives, process, projects and financial impact
- Ensure active participation by all BOE members in school/community events and opportunities to communicate about the referendum
- Develop communications plan and calendar to share referendum information with as many stakeholders as possible
- Create easy to understand communication tools for BOE member use and public distribution (FAQs, key talking points, etc.)

Goal 2: To continue to build Board collaboration by actively participating in ongoing professional development, workshops and trainings.

- Explore utilizing our reorganization meeting as a vehicle for training to foster teamwork and an understanding of board members' role and responsibilities
- Encourage BOE attendance at important non-mandated training sessions such as the NJSBA Conference and Negotiations

Goal 3: To improve Board operations by implementing the following protocols for all Board members:

- Respond in timely way to emails regarding meetings and information requests from administrators and BOE President
- Review BOE Workshop and Action meeting agendas and send questions in advance to the appropriate administrators and/or Board President (no later than 24 hours prior to public meeting)
- Review all Committee Meeting notes when distributed and reach out to the appropriate Committee Chair for clarification (no later than 24 hours prior to public meeting)
- Conclude all closed sessions with a reminder of the need for confidentiality
- Confine closed session to agenda items only
- Police ourselves in being accountable; once the board arrives at a decision, the Board should act and speak as a whole

1.4 2015-2016 District Goals – Approve the 2015-2016 District Goals:

Goal 1: To identify and effectively utilize specific communication protocols with parents, staff and community members that are consistent in message.

Goal 2: To review, evaluate and assess current programs and staffing structures to determine gaps/needs.

Goal 3: To identify and implement social emotional learning programming district wide.

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	TUITION			
		Dates	ESY	RSY	Total for Year
102313	CPC High Point School	7/6/15-6/16/16	\$8,812.50	\$63,450.00	\$72,262.50
102822	Hunterdon Preparatory School	9/3/15-6/14/16 ½ days		\$29,088.00	\$29,088.00
101812	Center School	9/2/15-6/23/16		\$55,427.40	\$55,427.40
180650	New Hope Academy	9/1/15-6/10/16		\$40,900.00	\$40,900.00
103326	New Hope Academy	9/1/15-6/10/16		\$40,900.00	\$40,900.00
000185	New Hope Academy	9/1/15-6/10/16		\$40,900.00	\$40,900.00
000383	New Hope Academy	9/1/15-6/10/16		\$40,900.00	\$40,900.00
101610	New Hope Academy	9/1/15-6/10/16		\$36,810.00	\$36,810.00

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

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Wilson Language Training	Level I & Level II Certification Training	\$7,290.00
Beyond Communications	Teacher of Deaf Services	\$160.00/hour
Lawrence Booth	Medical Bedside Instruction	\$60.00/hour
Red-e Set Grow, LLC	One day on-site PD to train teachers to administer Online PAR Dyslexia Testing	\$2,250.00
PPD Performance Dynamics: Helene Mazur	Administer DISC Assessments to up to five administrators	\$750.00

- 2.3 **Acceptance of Tuition Student** – Approve M.N. as a 7th grade tuition student at Upper Middle School for the 2015/2016 school year.

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 July 31, 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 July 31, 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 July 31, 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

- 3.4 **Certification of Board of Education** - Pursuant to NJAC 6A:23-2-12 (c) 4, we certify that as of July 31, 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 Monthly Bills for August** – approve the monthly bills as follows:

General Operating	\$6,113,806.66
Food Service	<u>\$ 63.95</u>
Total	\$6,113,870.61

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

- 3.7 **Renewal of Contract/Building Use at the Montgomery Township School District (Bid #B15-01)** – It is recommended that the Board of Education renew for the 2015-2016 school year the following bid; B15-01 of 2014-2015, awarded on April 22, 2014 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	<u>Use of OHES, VES & LMMS</u>	<u>Alternate use of UMMS</u>
Princeton Family YMCA Princeton, NJ	\$135,000.00	\$15,000.00

- 3.8 Receipt and Award of Bid – Non-Public Student Transportation Services – to and from School (Bid #B16-06) – Bids were received on July 29, 2015 for non-public student transportation services – to and from school as follows:

<u>Vendor</u>	<u>Base Bid</u> <u>Route #NP1</u>
First Student Monmouth Junction, NJ	\$45,540.00

It is recommended that the Board of Education award Bid #B16-06 for non-public student transportation services – to and from school as follows:

<u>Vendor</u>	<u>Route #NP1</u>
First Student Monmouth Junction, NJ	\$45,540.00

- 3.9 Approval for the Purchase of Diesel Fuel – It is recommended that the Board of Education approve the purchase of #2D Diesel Ultra Low Sulfur Fuel and #2D Winter Blend Ultra Low Sulfur Fuel entered into on behalf of the Somerset County Cooperative Pricing Bid #2SOCCP, Diesel Fuel (Ultra Low Sulfur Diesel) and Winter Blend Diesel, #CC-0036-13R.

<u>Vendor</u>	<u>Fuel Type</u>	<u>Fixed Delivery Prices</u>
Allied Oil, LLC Hillsborough, NJ	#2D Diesel Ultra Low Sulfur Fuel (April 16 th through October 31 st)	\$0.0470 per gallon

- 3.10 Resolution Authorizing the Procurement of Goods and Services through State Agency for the 2015-2016 School Year

Whereas, the Montgomery Township Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

Whereas, the Montgomery Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

Whereas, the Montgomery Township Board of Education intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

Resolved, the Montgomery Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2015-2016 school year pursuant to all conditions of the individual State contracts; and be it further

Resolved, that the Montgomery Township Board of Education School Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

Resolved, that the duration of the contracts between the Montgomery Township Board of Education and the Referenced State Contract Vendors shall be from July 1, 2015, to June 30, 2016.

Commodity/Service	Vendors	State Contract #
WSCA Computer Contract (M-0483)	Apple Computer Inc.	#70259
	Dell Marketing	#70256
	Hewlett Packard Company	#70262
	Howard Industries Inc.	#70264
	Lenovo United States	#70263
	Oracle America Inc.	#70258
Software License & Related Services (M-0003)	Dell Marketing	#77003
	SHI International Corp.	#77560
Data Communications Equipment (M-7000)	Aruba Networks	#88133
	Barracuda Networks Inc.	#88792
	Brocade Communications	#87718
	Cisco Systems Inc.	#87720
	Dell Marketing LP	#88796
	Extreme Networks	#87722
	FS Networks	#88536
	Hewlett Packard Company	#88130
Air Conditioning, Heating & Ventilating Repair Parts (T-0537)	Juniper Networks Inc.	#87927
	Industrial Controls Dist.	#81040
Maint. & Repair for Heavy Duty Vehicles (T-2108)	Bucks County Intl Inc.	#89266
	Creston Hydraulics Inc.	#89297
	H A Dehart & Son Inc.	#89272
	Mercer Spring	#89285
	R & H Truck Parts & Service Inc.	#89270
	Irvin Raphel, Inc.	#89265
Cabling Products & Services, Data Center Management Solutions (T-1778)	Graybar Electric Co. Inc.	#85151
Scientific Equipment Accessories Maintenance and Supplies (T-0115)	Fisher Scientific Co., LLC	#75827
	Flinn Scientific Inc.	#75832
	PASCO Scientific	#75835
	VWR Scientific	#75846
Classroom & Library Furniture (G-1219)	Adelphia Steel Equip Co.	#83724
	Bretford Manufacturing	#83736

**Library Supplies, School Supplies
& Teaching Aids
(T-0114)**

Brodart Company	#83737
Jasper Seating Company Inc.	#83741
Virco Inc.	#83753
BMI Educational Service	#80999
Brodart Company	#81004
Brodhead Garrett	#80984
CMF Business Supplies	#80977
Demco Inc.	#80987
ETA Cuisenaire	#80985
Fisher Scientific Company	#80978
Frey Scientific	#81001
Kaplan School Supply Corp.	#80988
Kurtz Brothers	#80982
Lakeshore Learning	#80991
Materials	
Lightspeed Technologies Inc.	#80998
Paper Clips, Inc.	#80981
S & S Worldwide Inc.	#80976
School Specialty	#80986
Includes: Abilitations Special Needs	
ABC Early Childhood	
Childcraft	
Premier Agenda's Inc.	
Sax Arts & Crafts	
Sportime	
Steps to Literacy	#80980
Tequipment Inc.	#80992
Tom Caine & Associates,	#80994
LLC	
Troxell Communications Inc.	#80996
VWR International LLC	#80997
W. B. Mason	#80975
Wards Natural Science	#81002

**Office Supplies & Recycled Copy
Paper Statewide
(T-0052)**

W. B. Mason	#88839
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**Plumbing & Heating Supplies/
Equipment
(T-0207)**

Madison Plumbing Supply	#74876
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**Sporting Goods
(T-0118)**

Fitness Lifestyles Inc.	#81163
Leisure Unlimited Corp.	#81159
Levy's Inc.	#81161
Metuchen Center	#81162

**Telecommunications Equipment
& Services
(T-1316)**

Unify Inc.	#80803
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**Tires & Tubes
(M-8000)**

Goodyear Tire & Rubber Co.	#82527
Authorized Dealer:	

	Custom Bandag, Inc. Service Tire Truck Center Inc.	
Wireless Devices and Services (T-216A)	Verizon Wireless Inc.	#82583
Parts and Repairs for Lawn and Grounds Equipment (T-2187)	Cammps Hardware & Lawn Products Inc.	#76915
	Central Jersey Equipment, LLC	#76914
	Cherry Valley Tractor Sales	#76907
	Lawson Products Inc.	#76910
	Storr Tractor Company	#76921
OEM Automotive Parts and And Accessories For Light Duty Vehicles (T-2760)	Flemington Dodge Chrysler	#79599
	Flemington Buick Chevrolet	#79159
	Malouf Ford Inc.	#79165
Publication Media (G-3000)	EBSCO Subscription Services	#86068
	Perma Bound	#86070
Radio Communications Equipment and Accessories (T-0109)	Battery Zone Inc.	#83910
	Motorola Solutions Inc.	#83909
	Authorized Dealer: M & W Communications Inc.	
	Pinnacle Wireless Inc.	
	New Jersey Business Sys.	#83899
	Pinnacle Wireless Inc.	#83918
Furniture: Office, Lounge (G-2004)	Adelphia Steel Equip Co.	#81606
	Authorized Dealer: Ergospace Design, Inc.	
	Nickerson NJ Inc.	
	W.B. Mason	
	Bretford Manufacturing	#81612
	Authorized Dealer: Tanner of North Jersey, Inc.	
	Global Distributors Inc.	#81713
	Authorized Dealer: Global Industries, Inc.	
	The Hon Company	#81641
	Jasper Seating Co.	#81718
	Kimball International	#81628
	Authorized Dealer: Dancker, Sellow Douglas, Inc.	
	Steelcase Inc.	#81639
	Authorized Dealer: Dancker, Sellow Douglas, Inc.	
Mailroom Equipment, Accessories, Supplies & Maintenance (T-0200)	Mailfinance Inc.	#75239
	Neopost USA Inc.	#75256

HVAC, Refrigeration and Boiler Services-Statewide (T-1372)	Core Mechanical Inc.	#88697
	Marlee Contractors	#88692
GSA/FSS Reprographics Schedule Use (T-2075)	Ricoh Americas Corp.	#51464 & #51465
	Sharp Electronics Corp	#51143
	Xerox Corporation	#51145
Locksmith Service & Associated Parts (T-0675)	Caola Company	#80173
Electric Equipment & Supplies, Luminaires w/Associated Lamps Light Poles – DOT (T-2419)	Griffith Electric Supply Co, Inc.	#88957
	Pemberton Electrical Supply Co.	#88955
Electrical Equipment & Supplies, North, Central & South Regions (T-0167)	Griffith Electric Supply Co, Inc.	#85580
	Jewel Electric Supply Co.	#85578
	Pemberton Electrical Supply Co.	#85579
Building Management – Life Safety Equipment; AED (T-2478)	Cardiac Science Corp. Authorized Dealer: Team Life	#84690

- 3.11 Approval of Joint Transportation Agreement – approve joint transportation agreement with Montgomery as the host and Hillsborough as the joiner at a total cost of \$7,914.00 to Hillsborough for the 2015 Extended School Year as Follows:

<u>Route#</u>	<u>Destination</u>	<u>#Montgomery Students</u>	<u>#Hillsborough Students</u>	<u>Joiner Cost</u>
SUM13	Eden	2	2	\$4,739.00
SUM15	Montgomery Academy	1	5	\$3,175.00

4.0 PERSONNEL

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

ANNOUNCEMENTS BY THE PRESIDENT

ADJOURNMENT