

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Skillman, New Jersey 08558

Meeting, Tuesday, October 20, 2015
7:00 p.m. Executive Session
7:30 p.m. Public Session
Upper Middle School Media Center

AGENDA FOR REGULAR BUSINESS MEETING

2015-2016 District Goals

Goal 1: To review, evaluate and assess current programs and staffing structures to determine gaps/needs. Raise academic performance of all demographics and results should compare favorably against similar districts year after year. Special focus on the MHS Science department, where a measurement of student achievement will be developed in 2015 and used every year to measure positive progress.

Goal 2: To identify and implement social emotional learning programming to be addressed district wide through the counseling programs. Specifically, implement evidence based social and emotional learning programs with the aim to prevent bullying, discipline problems and improving school climate (and stress) for all children.

Goal 3: To identify and effectively utilize specific communication practices with students, parents, staff and community members that are timely, accessible, and consistent in message. Administer a district-wide communications survey and compare the results with the Spring 2013 results.

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 meeting on January 7, 2015 and October 16, 2015. 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, 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

EXECUTIVE SESSION

It is recommended that the Board convene in Executive Session for the purpose of discussing items related to personnel, student disciplinary matters and special education litigation. 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

NEW BUSINESS FROM BOARD/PUBLIC

Members of the public are allotted one opportunity to bring any new/old business to the Board for a maximum of five (5) minutes per speaker. The board president may need to refer an issue to the superintendent if the particular issue has not been handled through the appropriate chain of command within the school district before coming to the board for a response. All responses will be provided at the end of this session.

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

- | | |
|-----------------------|------------------------------|
| 1. September 8, 2015 | Executive Session Meeting |
| 2. September 8, 2015 | Workshop and Special Meeting |
| 3. September 15, 2015 | Executive Session Meeting |
| 4. September 15, 2015 | Business Meeting |

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

1. Email dated 9/7/2015 from A. Michaelson regarding achievement gap and racism
2. Email dated 9/11/2015 from T. Wilson regarding vacancies
3. Email dated 9/14/2015 from A. Kirk-Csontos regarding BOE members conflicted
4. Email dated 9/16/2015 from C. Horn regarding class rank
5. Email dated 9/16/2015 from K. Williams regarding Texas student
6. Email dated 9/17/2015 from R. Singh regarding class rank
7. Email dated 9/17/2015 from C. Petrane regarding community presentation
8. Email dated 9/29/2015 from D. O'Reilly regarding teacher for a day invitation

SUPERINTENDENT'S REPORT

District Violence & Vandalism Report 2014-2015 – Opportunity for Public Hearing

ACTION AGENDA

PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Superintendent's Report** or the **Action Agenda** for a maximum of five (5) minutes during this period of the meeting. All responses will be provided at the end of this session.

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 Report
2. EVVRS Report Period Two – 2014-2015
3. Harassment, Intimidation and Bullying (HIB) Report
4. Teacher Absence Report
5. Fire/Security Drill Report

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

7450 Property Inventory

1.3 Policy Second Reading and Adoption – Accept and adopt the following policies following a second reading:

5430 Class Rank

1.4 Appointment of Affirmative Action/504 Officer - It is recommended that the Board appoint the following personnel as Affirmative Action/504 Officers:

- Karen Dudley (OHES), Jaime Maccarone (VES), Georgianna Kichura (MMS – Lower Campus), Karin Kidd (MMS – Upper Campus), Naoma Green (MHS) - Students
- Mary McLoughlin, District Personnel

1.5 State Memorandum of Agreement – Approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2015-2016 school year, which is on file in the Superintendent's office.

1.6 Waiver Application – Approve the waiver application regarding evaluations of tenured teachers.

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 COSTS			
		Dates	ESY	RSY	Total for Year
103868	Somerset County Vocational & Technical Schools	9/1/15-6/30/16		\$510.00	\$510.00
180630	Somerset County Vocational & Technical Schools	9/1/15-6/30/16		\$510.00	\$510.00
000140	Somerset County Vocational & Technical Schools	9/1/15-6/30/16		\$510.00	\$510.00
000618	Somerset County Vocational & Technical Schools	9/1/15-6/30/16		\$765.00	\$765.00
180604	Somerset County Vocational & Technical Schools	9/1/15-6/30/16		\$765.00	\$765.00
155822	Somerset County Vocational & Technical Schools	9/1/15-6/30/16		\$765.00	\$765.00
000874	Somerset County Vocational & Technical Schools	9/1/15-6/30/16		\$1,020.00	\$1,020.00
158504	Somerset County Vocational & Technical Schools Health/Science Academy	9/1/15-6/30/16		\$2,705.00	\$2,705.00
181422	Somerset County Vocational & Technical Schools Health/Science Academy	9/1/15-6/30/16		\$2,705.00	\$2,705.00
103136	Somerset County Vocational & Technical Schools Health/Science Academy	9/1/15-6/30/16		\$2,705.00	\$2,705.00
000219	Somerset County Vocational & Technical Schools Health/Science Academy	9/1/15-6/30/16		\$2,705.00	\$2,705.00

Pupil ID	School	TUITION COSTS			
		Dates	ESY	RSY	Total for Year
102286	Somerset County Vocational & Technical Schools Health/Science Academy	9/1/15-6/30/16		\$2,705.00	\$2,705.00
101125	Somerset County Vocational & Technical Schools – TOPS	9/1/15-6/30/16		\$23,250.00	\$23,250.00
158805	Somerset County Vocational & Technical Schools – TOPS	9/1/15-6/30/16		\$23,250.00	\$23,250.00
101559	Somerset County Vocational & Technical Schools – TOPS	9/1/15-6/30/16		\$23,250.00	\$23,250.00
180933	Somerset County Vocational & Technical Schools - TOPS	9/1/15-6/30/16		\$23,250.00	\$23,250.00
102327	Somerset County Vocational & Technical Schools - TOPS	9/1/15-6/30/16		\$23,250.00	\$23,250.00
103382	Academy Learning Center	9/1/15-6/20/16		\$52,740.00	\$52,740.00
103382	Academy Learning Center 1:1 Aide	9/1/15-6/20/16		\$35,460.00	\$35,460.00
180880	East Mountain School	9/3/15-6/20/16		\$61,450.20	\$61,450.20
103411	Somerset County ESC Career Center – ½ day	9/9/15-6/30/16 12:45-2:07 pm		\$14,000.00	\$14,000.00
102148	New Hope Academy	9/28/15-6/10/16		\$33,742.17	\$33,742.17
102822	Hunterdon Polytech ½ day	9/2/15-6/15/16		\$5,437.00	\$5,437.00
102822	Hunter Polytech – Shared Aide	9/2/15-6/15-16		\$3,188.00	\$3,188.00

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

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Perry A. Zirkel	Professional Development Program on Section 504/ADA Student Issues Full day including travel	\$3,500.00/day
Bayada Home Health Care	Registered Nurse/Bus-students with Medical Needs 2 students 3 or more students	\$60.00/hour \$75.00/hour
Eileen Foti (Art Horizons)	One-day paper making PD for K-12 art teachers	\$950.00

Princeton Speech Language & Learning Center	LiPS Reading Program (reading, spelling, speech) 45 minute session	\$118.00/session
James Curry	Provide residency consult services for the 2015-2016 school year.	Rescind
Carlos Rodriguez	Provide residency consult services for the 2015-2016 school year.	Not to exceed \$1,500.00

2.3 Classroom Based Research Project – Approve Lauren Rocha, kindergarten teacher at Orchard Hill Elementary School, to complete a research project in accordance with Policy 3245.

2.4 Nursing Services Plan – Approve the Nursing Services Plan for 2015-2016.

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 September 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 September 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 September 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

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

General Operating \$9,058,190.41

Food Service \$181,554.50

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

- 3.7 Submission of Comprehensive Maintenance Three-Year Plan – approve the following resolution regarding the approval and submission of the district’s comprehensive maintenance plan:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Montgomery Township School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Whereas, specific proposed expenditures will be subject to review and approval by the Board of Education prior to the commitment of any funds,

Now, therefore, be it resolved, that the Montgomery Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Montgomery Township School District in compliance with Department of Education requirements.

- 3.8 Maximum Capital Reserve Deposit – That the Montgomery Township Board of Education adopt the following statement:

Whereas, the Montgomery Township School District has 55 projects identified in its current Long-Range Facility Plan that have not been initiated or advanced, and

Whereas, the 55 projects have an estimated total cost over the five-year period of \$19,619,080 and

Whereas, it is estimated that projects totaling the amount of \$1,613,282 have been identified as Other Capital Projects that are not eligible for State funding in the form of debt service aid or NJSCC grant funds, and

Whereas, it is estimated that the district has remaining projects in the amount of \$18,005,798 that are eligible for State funding in the form of debt service aid or NJSCC grant funds in the amount of \$7,202,319 and

Whereas, the estimated local share of these eligible projects is \$10,803,479,

Now, therefore be it resolved, that the **maximum** amount the Montgomery School District may deposit in its capital reserve for the local share of eligible projects is \$10,803,479.

- 3.9 Approval of Joint Transportation Agreement – approve joint transportation with Montgomery as the host and Hillsborough as the joiner at a total cost of \$25,435 to Hillsborough for the 2015-2016 School Year as Follows:

<u>Route#</u>	<u>Destination</u>	<u># Montgomery Students</u>	<u>#Hillsborough Students</u>	<u>Joiner Cost</u>
EDEN	Eden	2	2	\$25,345

- 3.10 Approval of Joint Transportation Agreement – approve joint transportation with Hunterdon Central Regional as the host and Montgomery as the joiner at a total cost of \$6,300 to Montgomery for the 2015-2016 School Year as Follows:

<u>Route#</u>	<u>Destination</u>	<u># Hunterdon Students</u>	<u>#Montgomery Students</u>	<u>Joiner Cost</u>
97931	Poly Tech to Hunterdon Prep	2	1	\$6,300

- 3.11 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.

<u>Commodity/Service</u>	<u>Vendors</u>	<u>State Contract #</u>
Software License & Related Services (M-003)	CDW Government LLC	#89819
	Dell Marketing LP	#89850
	Insight Public Sector Inc.	#89853
	Shi International Corp.	#89851
WSCA Computer Contract (M-0483)	Cisco Systems Inc.	#89966
	Dell Marketing	#89967
	Hewlett Packard Company	#89974
	Howard Industries Inc.	#89976

- 3.12 Receipt and Award of Bid – Winter Athletic Awards, Equipment, Supplies and Uniforms for the Montgomery Township School District (Bid #B16-07) – Bids were received on October 9, 2015 for winter 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	\$21,815.78
BSN Sports, Passon's Sports & US Games Jenkintown, PA	\$18,767.15
Leisure Sporting Goods Iselin, NJ	\$15,399.37
Triple Crown Sports, Inc. Old Bridge, NJ	\$12,410.74
Riddell Elyria, OH	\$7,822.60
Pyramid School Products Tampa, FL	\$7,211.50
Aluminum Athletic Equipment Royersford, PA	\$1,978.20
Absolute Fencing Gear, Inc. Bridgewater, NJ	\$1,809.80

Blue Gauntlet Fencing Gear, Inc. Saddle Brook, NJ	\$1,688.00
Neff Motivation, Inc. Greenville, OH	\$1,684.80
M-F AC, LLC West Warwick, RI	\$1,183.00
Deary's Gymnastics Supply Danielson, CT	\$924.00
S& S Worldwide Colchester, CT	\$698.80
Partac Peat Corporation Great Meadows, NJ	\$465.50

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:

Metuchen Center Inc., Sayreville, NJ - The low bid received for *mini DVD tapes* for basketball is being rejected because the vendor did not bid on the correct item. Also, the low bid received for *men's winter track uniform tops* is being rejected because the uniform top and bottom must be awarded to the same vendor and must match existing uniform currently being used.

Pyramid School Products, Tampa, FL - The low bid received for *wrestling uniforms* is being rejected because the replacement uniforms offered would not match the existing uniform currently being used.

Riddell, Elyria, OH - The low bid received for baseball hats is being rejected because the vendor cannot supply the requested item. The vendor substituted another style that does not match the existing hat.

It is recommended that the Board of Education award Bid #B16-07 for winter athletic awards, equipment, supplies and uniforms for the Montgomery Township School District as follows:

<u>Vendor</u>	
Leisure Sporting Goods Iselin, NJ	\$12,768.60
BSN Sports, Passon's Sports & US Games Jenkintown, PA	\$5,902.87

Triple Crown Sports, Inc. Old Bridge, NJ	\$2,375.80
Blue Gauntlet Fencing Gear, Inc. Saddle Brook, NJ	\$1,655.00
Metuchen Center Inc. Sayreville, NJ	\$1,071.50
Pyramid School Products Tampa, FL	\$867.24
Partac Peat Corporation Great Meadows, NJ	\$465.50
Aluminum Athletic Equipment Royersford, PA	\$260.00
Riddell Elyria, OH	\$248.64
S& S Worldwide Colchester, CT	\$128.16
Absolute Fencing Gear, Inc. Bridgewater, NJ	\$32.30

3.13 Nonpublic Security Aid Program 2015-2016 – approve the following nonpublic services agreement:

WHEREAS, the Nonpublic Security Aid Program has been authorized in the Appropriations Act for Fiscal Year 2015-2016; and

WHEREAS, Nonpublic Security Aid shall be paid to school districts and allocated for nonpublic school pupils in a manner that is consistent with the provisions of the federal and state constitutions; and

WHEREAS, said program requires the Board of Education in each public school district in New Jersey to provide security services, equipment, and technology to the nonpublic schools located in the public school district; and

WHEREAS, it is the responsibility of the chief school administrator of the public school district or designee to confer with the administrator of each participating nonpublic school within the district to advise the nonpublic school of the limit of funds available and to agree upon the security to be provided to the nonpublic school within the limits of the funds that are available for the nonpublic school; and

WHEREAS, it is the responsibility of the public school district to send written verification that conferences were held with each nonpublic school administrator to the County Superintendent, along with a copy of each agreement, prior to the State's deadline; and

WHEREAS, it shall be the responsibility of each public school district to provide the agreed upon security which may include security services, equipment and technology; and

WHEREAS, the Somerset County Educational Services Commission (SCESC) has agreed to administer the responsibilities associated with this program for the purpose of greater cost effectiveness through joint purchasing and centralized administration,

NOW, THEREFORE, BE IT RESOLVED that the Montgomery Township School District (District) enters into an agreement with the SCESC, whereby the SCESC will administer the Nonpublic Security Aid Program for nonpublic schools located within the boundaries for the 2015-2016 school year and are awarded funding and as authorized by the District, and

BE IT FURTHER RESOLVED that the SCESC will coordinate the Annual Consultation Meeting between the District and its nonpublic schools, according to the provisions set forth by the State of New Jersey Department of Education, and

BE IT FURTHER RESOLVED that the SCESC will invoice the District for security items as expended in accordance with the Guidelines for Administering the Nonpublic Security Aid Program. No other funding is due the Commission in order to operate this program.

- 3.14 Approval to Transfer \$100,000 from the Capital Reserve Account to the Capital Project Fund – approve the transfer of \$100,000 from the Capital Reserve Account to the Capital Project Fund to pay for professional fees associated with the proposed referendum project.

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