

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

**Meeting, Tuesday, August 26, 2014
7:00 p.m. Executive Session
7:30 p.m. Public Session**

BOARD OF EDUCATION OFFICE 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 8, 2014 and August 20, 2014. 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 negotiations with the Communication workers of America. When the need for confidentiality no longer exists, the matter will be disclosed to the public.

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

SALUTE THE FLAG

ROLL CALL

SUPERINTENDENT'S REPORT

- HIB Self-Assessment 2013-2014
- 2014-2015 Mentoring Plan Financial Implications

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
- Finance and Budget Committee Report
- Human Resources Committee Report
- Operations and Facilities Committee Report
- Policy 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 22, 2014 Executive Session Meeting
2. July 22, 2014 Workshop and Business Meeting

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

1. Email dated 7/24/2014 from W. Beadling regarding textbook
2. Email dated 7/24/2014 from W. Beadling regarding new development
3. Email dated 8/1/2014 from S. Liu regarding IGEM

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 Reports – Accept the following reports:

1. Harassment, Intimidation and Bullying (HIB) Report dated August 15, 2014
2. Harassment, Intimidation and Bully (HIB) Self-Assessment Reports for 2013-2014

1.2 Policy Acceptance/First Reading – Accept the following policies as a first reading:

- 0144 Board Member Orientation
- 0155 Board Committees
- 0167 Public Participation in Board Meetings

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

- 5300 Automated External Defibrillators (AEDS)
- 5300R Automated External Defibrillators (AEDS) Regulation
- 5331R Management of Life-Threatening Allergies in Schools Regulation

1.4 HRAC Charter Revision – Approve the revised Human Resources Advisory Committee (HRAC) Charter.

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 2014/15 school year.

Pupil ID	School	Anticipated Start Date	TUITION		
			ESY	RSY	Total for Year
158510	Bridge Academy	September 4, 2014		\$19,900.00	\$19,000.00
180479	East Amwell School District	September 3, 2014		\$36,900.00	\$36,900.00
181961	Somerset County Educational Services Commission	July 1, 2014	\$5540.00		\$5540.00
255791	Hunterdon Learning Center	August 7, 2014	\$1,680.00	\$43,200.00	\$44,880.00
255512	Collier School	September 3, 2014		\$54,335.00	\$54,335.00
181939	Eden School Extended Day Program- Fridays	July 11, 2014	\$361.75	\$2,749.30	\$3,111.05
101348	Mountain Lakes School District	Moving Out of District –End of August		-\$62,500.00	-\$62,500.00

2.2 Consultant Approvals 2014/2015 – Approve the following consultants for the 2014/15 school year:

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
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Alexander Road Associates	Psychological Evaluation Psycho-educational Evaluation (Revised)	\$250.00/Intake \$2,300.00 Evaluations \$230.00/hr Additional Time
Children's Specialized Hospital	Speech/Language Evaluation Auditory Processing Evaluation Educational Evaluation Occupational Therapy Evaluation	\$713.00 each \$678.00 each \$732.00 each \$660.00 each
Children's Development Center, Morristown Medical Center	Neurodevelopmental Exam Learning Evaluation Psychosocial Intake Speech Evaluation Psychological Evaluation	\$675.00 \$484.00 \$181.00 \$292.00 \$508.00
IDE Corp.	One full day of site-based PD on ideas and strategies for advancing student achievement for all K-12 teachers & workshop for K-12 district supervisors on 9/3/2014	\$4,000.00

- 2.3 Grant Approval and Acceptance - Approve BMS grant proposal and acceptance in the amount of \$6,000 to fund robotics program. The money will be used to fund the FIRST Robotics Team 1403 Cougar Robotics competition.

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, 2014:
- 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, 2014
- 3.3 Receipt of Certification from Board Secretary - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Thomas M. Venanzi, certify that as of July 31, 2014 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, 2014 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	\$6,494,050.27
Food Services	\$24,910.89

3.6 Travel Reimbursement – 2014/2015 – approve the Board member and/or staff conference and travel expenses as per the attached list.

3.7 Approval of Joint Transportation Agreement – approve joint transportation agreement with Montgomery as the host and Hillsborough as the joiner at a total cost of \$12,749.00 to Hillsborough for the 2014 Extended School Year as follows:

<u>Route#</u>	<u>Destination</u>	<u>#Montgomery Students</u>	<u>#Hillsborough Students</u>	<u>Joiner Cost</u>
SUM 30	Eden	1	3	\$6,476.00
SUM 31	Midland	2	2	\$6,273.00

3.8 Approval of Joint transportation Agreement – approve joint transportation with Montgomery as the host and Hillsborough as the joiner at a total cost of \$29,194.00 to Hillsborough for the 2014-2015 School Year as Follows:

<u>Route#</u>	<u>Destination</u>	<u>#Montgomery Students</u>	<u>#Hillsborough Students</u>	<u>Joiner Cost</u>
EDEN	Eden	1	3	\$29,194.00

3.9 Authorize a Review of Compliance with Prior Annual Continuing Disclosure Obligations and Participation in the Securities and Exchange Commission's Municipalities Continuing Disclosure Cooperative Initiative - Approve the following Resolution:

WHEREAS, the above-defined Issuer has previously issued one or more series of bonds, including bond issues in the past five (5) years pursuant to one or more preliminary and final official statements (collectively, the "Bonds"); and

WHEREAS, in connection with the issuance of such Bonds, the Issuer covenanted with Bondholders to provide certain secondary market disclosure information on an annual basis to the Nationally Recognized Municipal Securities Information Repositories (pre-2009) and to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port (2009 to present) ("EMMA"), which secondary market disclosure information may consist of one or more of the following: audited financial statements, budgets, other financial and operating data and ratings changes; and

WHEREAS, the Securities and Exchange Commission (the "SEC") has recently focused attention on what it alleges is widespread failure of local government issuers across the nation to meet their continuing disclosure obligations and misrepresentation through

material misstatements in an official statement (innocently, inadvertently or otherwise) of past compliance with continuing disclosure obligations; and

WHEREAS, in an effort to remedy these perceived issues, the SEC has implemented the Municipalities Continuing Disclosure Cooperation Initiative (the "SEC Initiative"), a limited-time program ending at 5:00 p.m. on December 1, 2014, that encourages issuers of municipal bonds, including the Issuer, to self-report possible material misstatements or omissions, made in the past five (5) years in an official statement regarding compliance with prior continuing disclosure obligations; and

WHEREAS, should the SEC determine that an issuer has made material misstatements in an official statement regarding compliance with prior continuing disclosure obligations, issuers participating in the SEC Initiative agree to accept certain non-monetary penalties, in lieu of unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not participate in the SEC Initiative; and

WHEREAS, by participating in the SEC Initiative, issuers agree to accept the following penalties, if imposed by the SEC (i) compliance with a cease and desist order in which the issuer neither admits nor denies the findings of the SEC, (ii) implementation of policies, procedures and training regarding continuing disclosure obligations, (iii) compliance with all existing continuing disclosure undertakings, (iv) cooperation with any further SEC investigation, (v) disclosure of settlement terms in any final official statement issued within five years of the date of institution of the proceedings, and (vi) production to the SEC of a compliance certificate regarding the applicable undertakings on the one year anniversary of the proceedings; and

WHEREAS, on July 24, 2014, the Division of Local Government Services issued Local Finance Notice 2014-9 (i) alerting local governments to the SEC Initiative, (ii) strongly recommending that local governments examine their continuing disclosure contractual obligations and past official statements in order to determine if it is advisable for an issuer to participate in the SEC Initiative, and (iii) cautioning, among other things, that local governments that fail to complete a disclosure assessment in connection with the SEC Initiative will likely have difficulty accessing capital markets; and

WHEREAS, the Issuer desires to conduct a disclosure audit that will (i) summarize the results of the Issuer's prior compliance with its secondary market disclosure obligations, and (ii) compare those results to the statements made by the Issuer in its official statements regarding past compliance (the "Disclosure Audit"); and

WHEREAS, the Issuer further desires to retain the services of a disclosure specialist to conduct the Disclosure Audit; and

WHEREAS, based on the results of the Disclosure Audit, and weighing heavily the known non-monetary penalties that may come through the Issuer's participation in the SEC Initiative versus the unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not self-report, the Issuer further desires to delegate to the Business Administrator/Board Secretary, in consultation with the Issuer's general counsel, bond counsel, auditor and other finance professionals,

the power to prepare and submit all documentation required to enter the Issuer's Bond issues into the SEC Initiative, as necessary;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ISSUER, AS FOLLOWS:

Section 1. The Issuer hereby authorizes completion of the Disclosure Audit.

Section 2. The Issuer hereby authorizes the Business Administrator/Board Secretary to engage the services of a disclosure specialist to complete the Disclosure Audit; provided that the award of any contract in connection therewith meets the requirements of the Public Schools Contracts Law (N.J.S.A. 18A:18A-1 *et seq.*).

Section 3. In the event the Disclosure Audit reveals that the Issuer may have made a material misstatement regarding the Issuer's compliance with prior continuing disclosure undertakings, the Issuer hereby authorizes and directs the Business Administrator/Board Secretary to prepare and submit all documentation necessary to enter the Issuer's applicable Bond issues into the SEC Initiative.

Section 4. Any action taken by the Business Administrator/Board Secretary or any other officer of the Issuer, with respect to the Disclosure Audit, the engagement of a disclosure specialist and participation in the SEC Initiative, is hereby ratified and confirmed.

Section 5. This resolution shall take effect immediately.

3.10 Resolution Authorizing the Procurement of Goods and Services through State Agency for the 2014-2015 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 2014-2015 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, 2014, to June 30, 2015.

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)	Cisco Systems Inc.	#83083
	Enterasys Networks Inc.	#83090
	Hewlett Packard Company	#83081
	Meru Networks	#83087
Air Conditioning, Heating & Ventilating Repair Parts (T-0537)	Industrial Controls Dist.	#81040
	Lincoln Supply LLC	#81042
Automotive Parts for Heavy Duty Vehicles (T-2085)	Arcola Sales & Service Corp	#73700
	Bus Parts Warehouse	#73725
	Cliffside Body Corp.	#73781
	H A Dehart & Son Inc.	#73771
	Hoover Truck Centers, Inc.	#73702
	Lawson Products Inc.	#73736
	Mercer Spring	#73726
	Pardos Truck Service Parts	#73724
	R & H Truck Parts & Service Inc.	#73732
	Maint. & Repair for Heavy Duty Vehicles (T-2108)	Arcola Sales & Service Corp
Atlantic Detroit Diesel Allison LLC		#73511
Cliffside Body Corp.		#73499
H A Dehart & Son Inc.		#73483
Mercer Spring		#73520
R & H Truck Parts & Service Inc.		#73512
Robert H. Hoover & Sons		#73513
Cabling Products & Services, Data		Graybar Electric Co. Inc.

**Center Management Solutions
 (T-1778)**

**Scientific Equipment Accessories
 Maintenance and Supplies
 (T-0115)**

Fisher Scientific Co., LLC #75827
 Flinn Scientific Inc. #75832
 Leica Microsystems Inc. #75825
 Para Scientific Co. #75822
 PASCO Scientific #75835
 VWR Scientific #75846

**Walk-in Bldg. Supplies
 (M-8001)**

Home Depot #83930
 Lowes Home Centers Inc. #82951

**Classroom & Library Furniture
 (G-1219)**

Adelphia Steel Equip Co. #83724
 Bretford Manufacturing #83736
 Brodart Company #83737
 Jasper Seating Company Inc. #83741
 Liat, LLC #83742
 Mity Lite Inc. #83748
 PS Furniture Inc. #83751
 Virco Inc. #83753

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

Action Office Supplies #80979
 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 & Equipment (M-0052)	Staples Contract & Commercial, Inc.	#77429
Plumbing & Heating Supplies/ Equipment (T-0207)	Madison Plumbing Supply	#74876
Sporting Goods (T-0118)	Fitness Lifestyles Inc. Leisure Unlimited Corp. Levy's Inc. Metuchen Center	#81163 #81159 #81161 #81162
Data Communications Network Services (T-1776)	AT&T	#85944
Telecommunications Equipment & Services (T-1316)	Siemens Information and Communications Network	#80803
Tires & Tubes (M-8000)	Goodyear Tire & Rubber Co. <i>Authorized Dealer:</i> <i>Custom Bandag, Inc.</i> <i>Service Tire Truck Center Inc.</i>	#82527
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. Central Jersey Equipment, LLC Cherry Valley Tractor Sales Lawson Products Inc. Storr Tractor Company	#76915 #76914 #76907 #76910 #76921
OEM Automotive Parts and Accessories For Light Duty Vehicles (T-2760)	Flemington Dodge Chrysler Flemington Buick Chevrolet Malouf Ford Inc.	#79599 #79159 #79165
Publication Media (G-3000)	EBSCO Subscription Services Perma Bound	#86068 #86070
Radio Communications Equipment and Accessories (T-0109)	Battery Zone Inc. Motorola Solutions Inc. <i>Authorized Dealer:</i> M & W Communications Inc. Pinnacle Wireless Inc. New Jersey Business Systems	#83910 #83909 #83899
Furniture: Office, Lounge (G-2004)	Adelphia Steel Equip Co. <i>Authorized Dealer:</i>	#81606

	Ergospace Design, Inc. Nickerson NJ Inc. W.B. Mason	
	Bretford Manufacturing Authorized Dealer: Tanner of North Jersey, Inc.	#81612
	Global Distributors Inc. Authorized Dealer: Global Industries, Inc.	#81713
	The Hon Company	#81641
	Jasper Seating Co.	#81718
	Kimball International Authorized Dealer: Dancker, Sellow Douglas, Inc.	#81628
	Steelcase Inc. Authorized Dealer: Dancker, Sellow Douglas, Inc.	#81639
Mailroom Equipment, Accessories, Supplies & Maintenance (T-0200)	Mailfinance Inc. Neopost USA Inc.	#75239 #75256
HVAC, Refrigeration and Boiler Services-Statewide (T-1372)	Peterson Service Co. Inc.	#81014
GSA/FSS Reprographics Schedule Use (T-2075)	Ricoh Americas Corp. Sharp Electronics Corp Xerox Corporation	#51464 #51143 #51145
Locksmith Service & Associated Parts (T-0675)	Caola Company	#80173
Commodities Council Department of Human Services (T-1817)	Access NJ Inc./CNA Services	#89072
Electric Equipment & Supplies, Luminaires w/Associated Lamps Light Poles – DOT (T-2419)	Pemberton Electrical Supply Co.	#75875
Electrical Equipment & Supplies, North, Central & South Regions (T-0167)	Griffith Electric Supply Co, Inc. Jewel Electric Supply Co. Pemberton Electrical Supply Co.	#85580 #85578 #85579
Building Management – Life Safety Equipment; AED (T-2478)	Cardiac Science Corp. Authorized Dealer: Team Life	#84690

3.11 Approval for Assessment and Data Management System – approve Performance Matters, LLC as the hosting services manager for the district’s assessment and data management from August 9, 2014 to August 8, 2015 for \$38,500.00.

3.12 Authorization to Cancel Outstanding Checks - authorize the School Business Administrator/Board Secretary to cancel the following outstanding checks:

<u>Account</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
Athletic	1820	01/13/2011	\$87.50
Athletic	1901	02/22/2011	\$50.00
Athletic	2208	09/09/2011	\$63.00
Athletic	2260	09/22/2011	\$80.00
Athletic	2305	11/01/2011	\$63.00
Athletic	2353	11/01/2011	\$70.00
Athletic	2364	11/01/2011	\$70.00
Athletic	2500	01/24/2012	\$72.50
Athletic	2630	02/13/2012	\$57.50
Athletic	2654	02/13/2012	\$87.50
Athletic	2674	03/15/2012	\$50.00
Athletic	2676	03/15/2012	\$80.00
Athletic	2773	04/18/2012	\$59.00
Athletic	2851	04/24/2012	\$70.00
Athletic	3963	10/16/2013	\$67.50
Athletic	4167	01/17/2014	\$77.50

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