

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Minutes of the Tuesday, January 14, 2014 6:45 P.M. Workshop and Special Public Meeting

These minutes have not been formally approved and are subject to change or modification.

The Montgomery Township Board of Education held a Workshop and Special Public Meeting on Tuesday, January 14, 2014 at 6:45 p.m.

OPENING OF THE MEETING

- A. The Montgomery Township Board of Education held a workshop and special public meeting on Tuesday, January 14, 2014 in the Upper Middle School Media Center.
- B. Roll Call - The following Board members were present: Sandra Donnay (arrived at 7:30 p.m.), Dharmesh Doshi (arrived at 6:56 p.m.), Nicholas Hladick, Judy Humza, Anne Michaelson, Arun Rimal and Dr. Lei Yu

The following Board members were absent: Humberto Goldoni and Adelle Kirk-Csontos

Also Present: Nancy Gartenberg, Superintendent
Thomas E.C. Barclay, Assistant Superintendent
Thomas M. Venanzi, Business Administrator/
Board Secretary
Alexander Chen, Student Representative

- C. EXECUTIVE SESSION – A motion was made by Ms. Michaelson and seconded by Ms. Humza that the board adopt a resolution to go into executive session at 6:47 p.m.

WHEREAS, the Open Public Meetings Act, Chapter 231 of the Laws of 1975 provides that a public body may exclude the public from that portion of a meeting of which the public body discusses certain matters for which confidentiality is required as permitted in Section 7B of the act.

RESOLVED, by the Board of Education of the Township of Montgomery in the County of Somerset and State of New Jersey as follows:

1. Items related to personnel, student disciplinary matters and a personal matter involving a board member's request will be discussed.
2. The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

Upon call of the roll, the motion carried with a unanimous vote recorded.

Mr. Doshi arrived at 6:56 p.m.

D. RETURN FROM EXECUTIVE SESSION – The Board returned from Executive Session at 7:30 p.m.

Ms. Donnay arrived at 7:30 p.m.

E. President Rimal then read the following 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 8, 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.

F. President Rimal then led everyone in the Salute to the Flag.

G. President Rimal welcomed all to the workshop and special public meeting.

BOARD MEMBER CODE OF ETHICS TRAINING

Mr. Stephen Fogarty, board attorney, made the following presentation on the annual code of ethics training for board members:

The School Ethics Act & Recent Advisory Opinions/Decisions of the School Ethics Commission

*Presented to the Montgomery Township Board of Education
January 14, 2014*

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Legislative Findings:

*It is essential that the conduct of members of local boards of education and local school administrators hold the **respect and confidence** of the people.*

*These board members and administrators must **avoid conduct** which is in **violation of their public trust** or which creates a **justifiable impression** among the public that such trust is being violated.*

PART I: A Review of the Statute

THE SCHOOL ETHICS ACT
N.J.S.A. 18A:12-21 et seq.

Important Definitions:

- School Officials** • A board member, an officer or employee of the New Jersey School Boards Association (other than clerical, secretarial or maintenance staff) or an administrator.
- Interest** • Ownership or control of more than 10% of the profits, assets or stock of a business but does not include the control of assets in a labor union.
- Business** • Any corporation, partnership, firm, enterprise, franchise, association, trust, sole proprietorship, union, political organization, or other legal entity but shall not include a local school district or any other public entity.

Important Definitions:

- Member of Immediate Family**
 - Spouse, partner in a domestic union or dependent child of a school official residing in the same household.
- Relative**
 - Spouse, natural or adopted child, parent or sibling of a school official.
- Administrator**
 - Holds a position that authorizes to serve as administrator, principal or SBA; or
 - Holds a position where responsible for making recommendations regarding hiring or purchasing, or
 - Holds position requiring supervisor certificate and responsible for making recommendations regarding hiring or purchasing

Prohibited Acts (cont.):

- (E-1)**
 - No school official, or member of his immediate family, or business organization in which he has an interest, shall solicit or accept any gift, favor, loan, political contribution, service, promise of future employment, or other thing of value based upon an understanding that the gift, favor, loan, contribution, service, promise or other thing of value was given or offered for the purpose of influencing him, directly or indirectly, in the discharge of his official duties.
- (E-2)**
 - This provision shall not apply to the solicitation or acceptance of contributions to the campaign of an announced candidate for elective public office, if the school official has no knowledge or reason to believe that the campaign contribution, if accepted, was given with the intent to influence the school official in the discharge of his official duties.

Prohibited Acts:

- (A)**
 - No school official or member of his immediate family shall have an interest in a business organization or engage in any business, transaction, or professional activity, which is in substantial conflict with the proper discharge of his duties in the public interest.
- (B)**
 - No school official shall use or attempt to use his official position to secure unwarranted privileges, advantages or employment for himself, members of his immediate family or others.

Prohibited Acts (cont.):

- (F)**
 - No school official shall use, or allow to be used, his public office or employment, or any information, not generally available to the members of the public, which he receives or acquires in the course of and by reason of his office or employment, for the purpose of securing financial gain for himself, any member of his immediate family, or any business organization with which he is associated.
- (G)**
 - No school official or business organization in which he has an interest shall represent any person or party other than the school board or school district in connection with any cause, proceeding, application or other matter pending before the school district in which he serves or in any proceeding involving the school district in which he serves or for officers or employees of the New Jersey School Boards Association, any school district. This provision shall not be deemed to prohibit representation within the context of official labor union or similar representational responsibilities.

Prohibited Acts (cont.):

- (C-1)**
 - No school official shall act in his official capacity in any matter where he, a member of his immediate family, or a business organization in which he has an interest, has a direct or indirect financial involvement that might reasonably be expected to impair his objectivity or independence of judgment.
- (C-2)**
 - No school official shall act in his official capacity in any matter where he or a member of his immediate family has a personal involvement that is or creates some benefit to the school official or member of his immediate family.
- (D)**
 - No school official shall undertake any employment or service, whether compensated or not, which might reasonably be expected to prejudice his independence of judgment in the exercise of his official duties.

Permitted Acts

- No school official shall be deemed in conflict if, by reason of his participation in any matter required to be voted upon, no material or monetary gain accrues to him to any greater extent than any gain could reasonably be expected to accrue to any other member of that group.
- No elected member shall be prohibited from making an inquiry for information on behalf of a constituent, if no fee, reward or other thing of value is promised to, given to or accepted by the member or a member of his immediate family, whether directly or indirectly, in return therefor.
- Nothing shall prohibit any school official, or members of his immediate family, from representing himself, or themselves, in negotiations or proceedings concerning his, or their, own interests.

Code of Ethics for School Board Members:

(a) I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.

(b) I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.

(c) I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

Alleged Violations of the Act:

The School Ethics Commission

Established by the School Ethics Act, consisting of nine (9) members, not more than five (5) of whom shall be from the same political party: two (2) shall be board members, two (2) shall be school administrators and five (5) shall be persons who are not school officials. All members are appointed by the Governor.

Code of Ethics for School Board Members (cont.)

(d) I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

(e) I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.

(f) I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

SEC Jurisdiction:

Ethics Complaints • Any person, including a member of the SEC, may file a complaint alleging a violation of the provisions of the School Ethics Act or the Code of Ethics for School Board Members by submitting it, under oath, on a form prescribed by the commission, to the SEC.

Advisory Opinions • A school official may request and obtain from the SEC an advisory opinion as to whether any proposed activity or conduct would, in its opinion, constitute a violation of the provisions of the Act.

Pending Matters • The Commission shall *not* process any complaint, issue a final ruling or issue any advisory opinion on a matter actually pending in any court of law or administrative agency of this State.

Code of Ethics for School Board Members (cont.):

(g) I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.

(h) I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

(i) I will support and protect school personnel in proper performance of their duties.

(j) I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

PART II: Other Considerations

NEPOTISM POLICY
N.J.A.C. 6A:23A-6.2

Policy Requirements:

As a condition of receiving State aide, a school district must implement a nepotism policy that includes certain definitions and provisions ...

Exceptions:

A person employed by the district on the effective date of the policy or the date a relative becomes a school board member or chief school administrator shall not be prohibited from continuing to be employed or be promoted in the district.

A district may employ a relative of a chief school administrator or school board member provided that the district has obtained the approval of the executive county superintendent of schools. Such approval shall be granted only upon demonstration by the school district that it conducted a thorough search for candidates and that the proposed candidate is the only qualified and available person for the position.

Required Definitions:

Relative

- The individual's spouse, civil union partner domestic partner, or the parent, child, sibling, aunt, uncle, niece, nephew, grandparent, grandchild, son-in-law, daughter-in-law, stepparent, stepchild, stepbrother, stepsister, half-brother or half-sister of the individual or the individual's spouse, civil union partner or domestic partner, whether the relative is related to the individual or the individual's spouse, civil union partner or domestic partner by blood, marriage or adoption.

Immediate Family Member

- The person's spouse, partner in a civil union, or dependent child, residing in the same household.

Required Provisions (cont.):

#2: A provision prohibiting the CSA from recommending to the board any relative of a board member or CSA, unless the person is subject to the above exception.

Required Provisions:

#1: A provision prohibiting any **relative** of a school board member or chief administrator ("CSA") from being employed in an office or position in that district.

With certain exceptions...

Required Provisions (cont.):

#3: A provision prohibiting a district administrator from exercising direct or indirect authority, supervision or control over a relative of the administrator.

Where it is not feasible to eliminate such a direct or indirect supervisory relationship, appropriate screens and/or alternative supervision and reporting mechanisms must be put in place.

Required Provisions (cont.):

#4: A provision prohibiting a district administrator or board member who has a relative who is a member of the bargaining unit from discussing or voting on the proposed collective bargaining agreement with that unit or from participating in any way in negotiations, including, but not limited to, being a member of the negotiating team.

Nor should that district administrator be present with the board in closed session when negotiations strategies are being discussed; provided, however, that the administrator may serve as a technical resource to the negotiating team and may provide technical information necessary to the collective bargaining process when no one else in the district can provide such information.

Optional Provisions:

A school district or county vocational school district may exclude per diem substitutes and student employees from its board nepotism policy.

Board Policy 0142.1

Required Provisions (cont.):

#5: A provision prohibiting a district administrator or board member who has an immediate family member who is a member of the same Statewide union in another district from participating in any way in negotiations, including, but not limited to, being a member of the negotiating team or being present with the school board in closed sessions when negotiations strategies are being discussed, prior to the school board attaining a tentative memorandum of agreement with the bargaining unit that includes a salary guide and total compensation package.

However...

PART III: You Be the Judge

RECENT DECISIONS AND OPINIONS ISSUED BY THE SEC

Required Provisions (cont.):

Once the tentative memorandum of agreement is established, a district administrator with an immediate family member who is a member of the same Statewide union in another district may fully participate in the process, absent other conflicts.

Notwithstanding the above, a district administrator who has an immediate family member who is a member of the same Statewide union in another district may serve as a technical resource to the negotiating team and may provide technical information necessary to the collective bargaining process when no one else in the district can provide such information.

Recent Advisory Opinions:

May an assistant superintendent/interim superintendent serve as a paid educational consultant for a technology software company during personal and/or vacation time, where the district utilizes the company's software and services?

NO. Violation of N.J.S.A. 18A:12-24 (a), (c) and (d).

As chief school administrator, the interim superintendent had general supervision over the district's schools, which necessarily meant that he was the final authority for contracting for the provision of all goods and services and for evaluating those vendors already providing such goods. Therefore, if the interim superintendent accepted the educational consultant position he would be in the position to assess the quality of the goods and services used by the district while simultaneously receiving compensation from two companies that would be seeking favorable evaluations and competing for contracts in the district. This would violate the Act. It would be irrelevant that the consulting would be limited to personal and vacation time.

SEC Advisory Opinion A05-12 (June 26, 2012)

Recent Advisory Opinions:

May a board member, whose adult son is a custodial employee and association member, participate in negotiations for administrators, where no one in the administrators' bargaining unit is the son's immediate supervisor?

YES. No violation of N.J.S.A. 18A:12-24(c).

The Commission did not find any conflict with the board member's involvement in negotiations because there was no nexus or relationship between the son and the administrators that would give rise to a public perception that the board member's independence of judgment or objectivity would be compromised. However, if there is any latent financial connection with the administrators (e.g., benefits, salary, schedules, insurance), then this indirect financial involvement would create a conflict prohibiting her participation.

SEC Advisory Opinion A14-12 (July 26, 2012)

Recent Advisory Opinions:

May a board invoke the Doctrine of Necessity to permit conflicted board members to participate in a search for a Superintendent when less than a quorum is available to conduct a search?

NO. A quorum is not needed if three board members are available to conduct the search.

In 1996, the Commission reviewed the Doctrine of Necessity and concluded that if there were three members without a conflict who can negotiate on a board's behalf they must serve as the committee. *SEC Advisory Opinion A55-95 (January 23, 1996)*. Applying similar logic, if five members of a nine member board are unable to engage in a superintendent search, the Doctrine of Necessity cannot be invoked because three members are able to conduct the search.

SEC Advisory Opinion A24-12 (December 18, 2012)

Recent Advisory Opinions:

May a school board member, whose husband and brother teach in the district and who therefore recused herself from participation in an executive session evaluating the Superintendent's performance, read the executive session meeting minutes so as to understand the policies and decisions made during those closed executive sessions?

Sometimes. Only when Minutes are made available to the public, otherwise it would violate N.J.S.A. 18A:12-24(c).

The Commission determined that, due to the personal conflict, the board member's rights were limited to the rights given to the general public. As such, the board member could only view the Minutes once the need for confidentiality no longer existed and they were made available for public review. The Commission also cautioned that any board member who inappropriately shared the executive minutes with the conflicted board member prior to public release would violate N.J.S.A. 18A:12-24.1(g).

SEC Advisory Opinion A20-12 (October 31, 2012)

Recent Ethics Decisions:

Board member transmitted to the County Superintendent of Schools confidential correspondence from board counsel and posted on NJ.com inaccurate information regarding the salary negotiations for the interim Superintendent.

Violation of N.J.S.A. 18A:12-24.1 (g). A reasonable board member would have known that a letter from the board attorney marked "ATTORNEY-CLIENT PRIVILEGED-CONFIDENTIAL" should have been treated as confidential correspondence. Board member should not have transmitted counsel's confidential correspondence to anyone outside of the Board. Additionally, a board member has a duty to provide accurate information and to act in concert with his/her fellow board members.

I.M.O. Valerie Jordan, High Bridge Board of Educ. SEC Dkt. No. C03-09 (4/21/10); Comm. Educ. Agency Dkt No. 76-4/10 (6/7/10).

Recent Advisory Opinions:

May a board member participate in an executive session that considers the administrators' positions in schools in which the board member's brother teaches?

NO. This would violate the Act even though "sibling" does not fall within the definition of immediate family member.

The Commission compared the Act's definition of "immediate family member," which is limited to (1) a spouse and (2) a dependent child residing in the same household, with "relative," which is more broadly defined to include all children, parents and siblings of the school official. The Commission explained that although the applicable provisions of the Act only reference "immediate family members," the Commission has previously construed the Act broadly and held that board members should abstain from voting on all matters pertaining to "relatives" not just "immediate family members."

SEC Advisory Opinion A20-12 (October 31, 2012)

Recent Ethics Decisions:

Unbeknownst to the other board members, a board member received confidential student data. This data, which was stored on the board member's personal computer hard drive, was analyzed and used by the board member to advise building-level administrators on ways to correlate curriculum to the standardized test score results. These discussions centered, in part, around the confidential data acquired by the board member.

Violation of N.J.S.A. 18A:12-24.1 (d) and (g). Board member breached his confidentiality obligation. The data received by the board member included student names which was accessed and used by the board member. The board member identified and used the child of one of his fellow board members to illustrate the system he was promoting.

I.M.O. J. Garfield Jackson, East Orange Bd. of Ed., SEC Dkt. No. C37-07 (12/22/10); Comm. Educ. Agency Dkt No. 717-12/10(03/9/11).

Recent Ethics Decisions:

Four members of a five person board released to the media a redacted ethics complaint that they filed against the fifth board member, which alleged that the board member inappropriately tried to convince the superintendent to alter her son's transcript.

Violation of N.J.S.A. 18A:12-24.1 (b) and (g). Respondents took action to make public, reveal or disclose information that was confidential. Although board members enjoy a qualified privilege to share information with the media and the community, such privilege may not be carried out in disregard of a student's regulatory and statutory rights of confidentiality. Redaction of the student's name was insufficient.

S.L.G. and M.S. a/b/o D.S. v Granata, et al., Livingston Bd. of Educ., SEC Dkt. No. C18-102 (2/22/11); Comm. Educ. Agency Dkt No. 150-11 (4/11/11).

Recent Ethics Decisions:

Board President posts a comment on his Facebook page: "Now if we could only do something about our local terrorists that destroy dreams and burn futures" accompanied by a link to the school district website displaying a photograph of the superintendent.

Violation of N.J.S.A. 18A:12-24.1(i). The SEC determined that while the board member had the right to express disagreement with the board and the administration, the chosen method of doing so was inappropriate and an intentionally confrontational act. The SEC determined that the statement might reasonably be considered as undermining, opposing, compromising or harming the Superintendent in the proper performance of her duties. Commissioner concurred that comparing superintendent to a terrorist goes beyond the expression of differences or good faith criticism of performance, and that such a public slur by a board member was likely to undermine the superintendent's effectiveness. However, in the absence of prior violations, the Commissioner elected to change the penalty of censure to a reprimand.

Dunbar Bey v. Brown, Camden Bd of Educ, SEC Dkt. No. C25-11 (12/20/11) ; Comm. Educ. Agency Dkt. No. 365-12/11 (3/20/12)

Recent Ethics Decisions:

Board member accidentally votes to approve the reappointment of (1) his mother and (2) his mother's supervisor (the principal) not realizing their names were included in a large list of reappointments; once error was realized the board amended the vote to show an abstention.

Violation of N.J.S.A. 18A:12-24.1(c). The Commission reiterated that board members cannot vote on matters concerning "relatives" even though the Act only specifically references "immediate family members." Moreover, it was irrelevant to the Commission that the vote was in error. The board member's action, even though taken without any intent , still violated the Act and warranted a reprimand.

In re Joseph Raines, Asbury Park Bd. of Educ. SEC Dkt. No. C17-11 (2/28/12)

Recent Ethics Decisions:

Two board members, whose relatives were tenured teaching staff members in the district, participated in the search for a new superintendent, which included interviewing the acting superintendent of the district.

No violation of N.J.S.A. 18A:12-24(c). Board members acted reasonably and obtained legal advice prior to participating in the superintendent search. Counsel for board reviewed past advisory opinions and determined that participating in the in-house candidate's selection process did not violate the Act because the board members' respective relatives were tenured staff members subject to a collective bargaining agreement and therefore there was no direct or indirect financial interest. The Commission determined there was no violation of the Act and found that counsel had reasonably interpreted the Commission's prior analyses. However, the Commissioner also established, through this ruling, a new bright light rule going forward. Now, board members are expressly precluded from participating in the search for a new superintendent when an immediate family member or relative is employed by the board, irrespective of whether there is an in-house candidate being considered for the position.

Martinez v. Albolino and Stein, Hackensack Board of Education, SEC Docket No. C45-11 (June 27, 2012)

Recent Ethics Decisions:

Two boards members serve on *ad hoc* committee, which proposed that the district build a new playground and basketball court, and subsequently cast the deciding votes in a vote by the full board, in support of the same committee's final ground-building proposal.

No violation of N.J.S.A. 18A:12-24.1(c) or (f). The board members were acting within the scope of their duty as board members when they served on an *ad hoc* committee that brought its recommendations to the full board. Board members are frequently on *ad hoc* or subcommittees that investigate issues, then report and recommend action to the Board as a whole. Such service is within the scope of board members' duties.

Close v. Panzini, SEC Dkt. No. C25-08 (2/28/12)

Recent Ethics Decisions:

Board member made sexist and vulgar comments to other members. Board member also promised parking space to other member in exchange for a vote.

No Violation of N.J.S.A. 18A:12-24.1(e.) Board member's comments were found to be purely private in nature, despite being made in the presence of witnesses. The promise of a parking space was found to be hollow and not "private action" as the member lacked any authority to confer the space. The SEC noted that any action taking to execute the promise would be a violation.

Pilovsky v. Caputo, Barnegat Township Bd. of Educ., Docket No. C08-13 (SEC June 26, 2013)

Recent Ethics Decisions:

Respondent board member referred to candidate for board election as an "unhinged lunatic" and as having a "learning disability" on his Facebook page and made other defamatory statements

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No Violation of N.J.S.A. 18A:12-24.1(b), (c), (f), or (g). Notable as SEC reasoned that Complainant offered no facts to show that comments made on Facebook were public, stating that the mere fact the comments were made on a Facebook page does not provide they were accessible for public view.

Close v. Messinger, Pleasantville Bd. of Educ., Docket No. C14-13 (SEC July 31, 2013) (Cont'd on next slide)

Recent Ethics Decisions: Appellate Division

On appeal, the appellate panel concluded that the Commissioner's decision lacked sufficient clarity, failed to provide the level of guidance that is necessary as to who can issue RICE notice, and did not fully address other aspects of the board member's conduct that were alleged to constitute ethical violations.

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Specifically . . .

Recent Ethics Decisions:

- *The SEC did not discuss whether or not a violation would have been present if the Facebook page had been a public page. As such, board members should be instructed to exercise caution when discussing board matters on social media.*
- *See also: Bey v. Brown, Dkt. No. C25-11 (SEC Dec. 21, 2011): Board member's Facebook post "now only if we could do something about our local terrorists that destroy dreams and burn futures" that contained a link to a page of the district's website with a picture of the superintendent violated N.J.S.A. 18A:12-24(i).*

Recent Ethics Decisions: Appellate Division

1. The decision failed to clearly delineate the respective authority of a board president, board member, and full board in determining who is authorized to issue a RICE notice for the purpose of reviewing a school superintendent's employment;
and
2. The agency failed to determine whether the board member's conduct in speaking with newly-elected, but unsworn board members, and speaking with a former assistant superintendent regarding potential placement as interim superintendent constituted private action and/or compromised the board.

Recent Ethics Decisions: Appellate Division

Board member unilaterally issued a RICE notice to school superintendent. Prior to issuing the RICE notice, the board member discussed and intentionally planned the superintendent's removal with three (3) newly-elected but unsworn board members and repeatedly contacted a former assistant superintendent to see if she would be interested in becoming interim superintendent, even going so far as to discuss salary and benefits.

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The Commissioner determined that, in unilaterally directing the issuance of a RICE notice to a school superintendent without consulting any other board member, this board member took private action that had potential to compromise the board, contrary to N.J.S.A. 18A:12-24.1(e). (Continue to Next Slide)

QUESTIONS??

Time was allowed for questions and comments from the board and public.

COMMITTEE/REPRESENTATIVE REPORTS

Representative Reports

Student Representative Report

Mr. Chen informed the board that he was accepted and will be attending Columbia University in the fall. He reported that the high school temperatures have been very comfortable during the extreme cold temperatures and that the winter athletic programs and clubs are in full swing at the high school.

MTEA Report

Ms. Ginny Lucas, MTEA Secretary, congratulated the newly-elected board members. She also informed the board that the Music From The Heart production will not be held this year due to the various state changes which have increased the workload for teachers. She reported that the production has raised over \$130,000 for student scholarships over the years, and it is her hope that it will be brought back next school year.

Board Member Delegate/Representative Reports

No Report

Board Committee Reports

Assessment, Curriculum and Instruction Committee Report

Dr. Yu reported that the committee met on December 19 and discussed the following matters:

- 2014-15 budget requests
- Common Core Standards
- Establish meeting schedule with the next meeting scheduled for January 23

Finance and Budget Committee Report

There wasn't a report since there wasn't a committee meeting since the last report.

Human Resources Committee Report

There wasn't a report since there wasn't a committee meeting since the last report.

Operations and Facilities Committee Report

There wasn't a report since there wasn't a committee meeting since the last report.

Policy Committee Report

There wasn't a report since there wasn't a committee meeting since the last report.

President's Report

No Report

BOARD/PUBLIC COMMENTS

Mr. Chris Crow, MTEA President, informed the board that representatives from the MTEA attended a conference with the administration on labor/management relations. He also reiterated the point made previously about the cancellation of Music From The Heart being attributed to teachers being overloaded.

Mr. Alan Wirsul stated that the State of Delaware was successful in getting Race to the Top funding, and they are raising similar concerns about the impact of the common core having on the workload of teachers. He asked if we are providing high school teachers with data on students going back to fourth grade. He stated that the peer leadership program was discussed at the last meeting, and he felt that students should be required to express why they want to be in the program rather than having putting this on their college application as the motivator. He asked if teachers work collaboratively with other teachers from other districts since that is what is happening in Delaware. He also suggested that teachers should be videotaped, and students should be surveyed on their teachers as a way to improve teaching.

Ms. Donnay left the meeting at 8:57 p.m.

Mr. Wilbert Donnay welcomed the newly-elected board members and asked if they could share what issues they are concerned about for the upcoming year.

Mr. Barclay responded that teachers are provided with historical student records for their students. He also stated that many administrators and teachers collaborate with others in other school districts.

Ms. Humza stated that the peer leadership program is not just a sign-up program, and Mr. Chen followed up that there is an application process and interview in order to be considered for acceptance in the program.

Ms. Gartenberg stated that the board has the district goals to be their focus for the balance of the school year and goals will be updated for next school year.

REVIEW OF MINUTES

The board reviewed the minutes of the December 17 Executive Session Meeting and December 17 Workshop and Business Meeting. There were no comments for changes to the minutes. The minutes will be approved at the January 28 business meeting.

REVIEW DRAFT BUSINESS MEETING AGENDA FOR JANUARY 28, 2014

The Board reviewed the draft agenda for the January 28, 2014 Business Meeting.

BOARD/PUBLIC COMMENTS

Ms. Michele Parise raised her concern again about parents being required to pay the student activity fee if they are experiencing a hardship and not eligible for the free and reduced lunch program. She stated that payment of the fee in the past was voluntary, and she urged the board to go back to that requirement. She asked how much has been collected and where the funds go that are received.

Mr. Alan Wirsul stated that he has been attending board meetings for 30 years and the taxes have been increased every year, and it looks like the district is doing it again. He suggested that the

finance and budget committee meetings be open to the public. He urged new board members to suggest that the board move in the direction of opening budget meetings to the public.

Ms. Gartenberg responded that the student activity fee is required for students in grades 7-12 that participate in a club or athletic program. The administration will get back to Ms. Parise on her questions about the money that comes from the fee.

ACTION AGENDA

3.0 FINANCE

A motion was made by Ms. Humza and seconded by Dr. Yu to approve agenda item 3.1 as follows:

- 3.1 Travel Reimbursement – 2013/2014– approve the Board member and/or staff conference and travel expenses as per the attached list (see Page 13).

Upon call of the roll, the motion carried with a unanimous vote recorded.

4.0 PERSONNEL

A motion was made by Ms. Humza and seconded by Dr. Yu to approve agenda items 4.1 and 4.2 as attached (see Pages 14 - 16).

Upon call of the roll, the motion carried with a unanimous vote recorded.

ADJOURNMENT

A motion was made by Mr. Doshi and seconded by Ms. Humza to adjourn the meeting at 9:15 p.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,



Thomas M. Venanzi
School Business Administrator/
Board Secretary

**Montgomery Township Board of Education
Travel Reimbursement Requests
2013/2014**

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Registration	Other	Total**	Approved Year-to-Date Total**
Gina Altanasio	LMS	1/31/14	Implementing Rigorous Coherent Writing		\$18.60			\$165.00		\$183.60	\$183.60
Wejdan Beach	OHES	2/5/14	Restraint Training					\$100.00		\$100.00	\$100.00
Fiona Borland***	BO	1/30 - 1/31/14	Techspo				\$112.86			\$112.86	\$627.80
Kim Coliacovo	OHES	2/5/14	Restraint Training					\$100.00		\$100.00	\$125.00
Cynthia Cooper	OHES	2/5/14	Restraint Training		\$20.83			\$100.00		\$120.83	\$146.70
Cory Delgado	UMS	3/28/14	TCNJ Career Fair					\$18.75		\$18.75	\$2,177.63
Jennifer DelMuth	LMS	1/31/2014	Implementing Rigorous Coherent Writing					\$165.00		\$165.00	\$165.00
Auria Dsouza	OHES	2/5/2014	Restraint Training					\$100.00		\$100.00	\$125.00
Nancy Gartenberg***	BO	1/30 - 1/31/14	Techspo				\$112.86			\$112.86	\$2,988.77
Christine Grossman	MHS	2/27 - 2/28/14	ASAP of New Jersey 28th Annual Conf.		\$16.99			\$275.00		\$291.99	\$291.99
Evangelina Gumbs	MHS	2/12/2014	Common Core State Standards for Writing		\$31.18			\$235.00		\$266.18	\$266.18
Carla Hampton	MHS	2/20 - 2/22/14	University of California Irvine Counselor Fly-In Program	\$21.00	\$7.61				\$33.00	\$61.61	\$61.61
Temmy Kim	MHS	2/12/2014	Common Core State Standards for Writing		\$1.49			\$235.00		\$236.49	\$236.49
Rochelle Kyrk	LMS	1/28 - 1/29/14	Wilson Just Words Introductory Workshop		\$34.72			\$399.00		\$433.72	\$508.72
Kelly Mattis	BO	2/18 - 2/19/14	Human Resources & the Law					\$299.00		\$299.00	
Kelly Mattis	BO	3/28/2014	TCNJ Career Fair					\$18.75		\$18.75	\$317.75
Gale Murphy	MHS	2/20 & 2/27/14	Financial Crisis - Depression/Recession		\$16.74					\$16.74	\$130.34
Alison Pankowski	LMS	1/28 - 1/29/14	Wilson Just Words Introductory Workshop		\$34.72			\$399.00		\$433.72	\$978.16
Damian Pappa	MHS	3/28/2014	TCNJ Career Fair					\$18.75		\$18.75	\$275.99
Jennifer Riddell	MHS	3/28/2014	TCNJ Career Fair					\$18.75		\$18.75	\$18.75
Jessica Ritson	MHS	2/11 - 2/12/14	Master Scheduling Building Workshop		\$45.88			\$500.00		\$545.88	\$665.09
Suzan Szych	OHES	2/5/2014	Restraint Training					\$100.00		\$100.00	\$125.00

BOE 1/14/14

**Estimated

*Excluding Tolls

**Includes Registrations.

***Revised Lodging Amount

4.1 PERSONNEL

Resignations/Retirements/Terminations/Rescissions

Location	Name	Position	Effective	Reason	Dates of Employment/Notes
OHES	Diane Ruddock AID.OH.TIA.AU.01	TIA	01/27/2014	Resigned	09/01/2007 – 01/24/2014

Transfers/Voluntary Reassignments

New Position/Location	Name	Previous Position/Location	Step	Salary	Pro-rated	Dates of Employment/Notes
BSI/VES Full Time (Leave Replacement for Amanda Bassford)	Michelle Barbarasch (Leave Replacement) TCH.VS.BSI.MG.05	BSI/VES @ 50% (Leave Replacement for Amanda Yuhasz)	Step 2-3	56,165.00	Yes	02/10/14-06/30/14
Guidance Secretary/Clerk 50/50 MHS	Wanda McNeill SCK.HS.GUID.UG.01 (Replacing Laura Prokop)	Guidance Clerk MHS	1 & 9/10	41,004.00	Yes	03/01/14 – 06/30/14

Leaves of Absence

Location	Name	Position	Type of Leave	Dates of Leave/Notes
OHES	Ewa Cholody CUS.OH.CUST.NA.06	Custodian	Sick Bank Leave	12/21/2013-01/31/2014 (paid with benefits)
UMS	Kathleen Edmonds TCH.UM.SCNC.MG.03	Teacher/Science	Medical Leave	12/11/2013 – 02/28/2014 (using sick days)
OHES	Nicole Salles TCH.OH.RCTR.MG.11	Teacher/Resource Center	Sick Bank Leave	02/06/2014-02/28/2014 (paid with benefits)

2013 – 2014 Co-Curricular

Location	Name	Position	Stipend	Pre-Rated	Dates of Employment/Notes
MHS	Cheyanna Sullivan	Theater Arts: Choreographer	\$1,540.00		2013-2014 School Year
MHS	Christine Rizzo	P/T Dance Team Coach (Winter)	\$1,790.00	Yes	Reimbursed by Booster Club

Appointments/Substitute Teachers

Location	Name	Position	Status	Dates of Employment/Notes
DISTRICT	Adam Austerlitz	Substitute/Student Teacher	New	2013-2014 School Year
DISTRICT	Ella Danielle	Substitute/Student Teacher	New	2013-2014 School Year
DISTRICT	Theodore Lovenduski	Substitute/Student Teacher	New	2013-2014 School Year
DISTRICT	Gary Margerum	Substitute/Student Teacher	New	2013-2014 School Year
DISTRICT	Nicole Mascetti	Substitute/Student Teacher	New	2013-2014 School Year
DISTRICT	Cory Nickerson	Substitute/Student Teacher	New	2013-2014 School Year
DISTRICT	Michelle Torquato	Substitute/Student Teacher	New	2013-2014 School Year
OHES	Weijia Li	Internship ESL	New	01/27/2014-05/10/2014

MHS	Meredith Fine	Internship Guidance	New	01/15/2014-05/31/2015
MHS	Chris Runion	Internship Special Education	New	01/21/2014-05/09/2014

4.2 PERSONNEL

Resignations/Retirements/Terminations/Rescissions

Location	Name	Position	Effective	Reason	Dates of Employment/Notes
LMS	JoAnn Zisa LOA.LM.BSI.MG.02	Teacher/BSI	01/01/2014	Retired	09/01/1995-12/31/2013

Appointments/Reinstatements (Certificated Staff)

Location	Name	Position	Replacing	Step	Salary	Pro-rated	Dates of Employment/Notes
UMS	Diane Kanellis (Leave Replacement) TCH.UM.SCNC.MG.03	Teacher/Science Grade 7	Kathleen Edmonds	BA Step 2-3	\$56,165.00	Yes	01/13/2014- 02/28/2014