

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

**Meeting, Tuesday, October 21, 2014**  
**6:30 p.m. Executive Session**  
**7:30 p.m. Public Session**  
**Upper Middle School Media Center**

**AGENDA FOR REGULAR BUSINESS MEETING**

District Goals 2014-2015

Goal 1: To develop specific communication protocols with parents, staff and community members that are consistent in message and reflect the vision of the district to engage each child in reaching his/her fullest potential.

Goal 2: To review, evaluate and assess current programs and staffing structures to determine gaps/needs; make specific recommendations to the Board to address in a fiscally responsible and efficient manner in the following areas: special education, student/staff attendance and the organizational management structure of the district.

Goal 3: To identify and implement social-emotional programming appropriate for all schools by June 2015 and identify the appropriate assessments to measure the efficacy of the programs.

Goal 4: To explore the feasibility of full day kindergarten for the 2016-2017 school year.

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 8, 2014 and October 16, 2014. 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, a parent appeal to board policy and negotiations with the Montgomery Township Education Association. 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 9, 2014      Executive Session Meeting
2. September 9, 2014      Workshop and Special Meeting
3. September 16, 2014     Executive Session Meeting
4. September 16, 2014     Business Meeting

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

1. Email dated 9/14/14 from R. Fraticelle regarding food served in cafeterias
2. Email dated 9/16/14 from K. Powell regarding follow-up to 5/13/14
3. Email dated 9/16/14 from J. Kumpf regarding policy
4. Email dated 9/30/14 from S. Romagnoli regarding science education
5. Email dated 10/3/14 from S. Romagnoli regarding physics
6. Email dated 10/3/14 from T. Westervelt regarding contact information
7. Email dated 10/6/14 from M. Poola regarding physics
8. Email dated 10/11/14 from S. Croland regarding attendance

## SUPERINTENDENT’S REPORT

2013-2014 District Violence & Vandalism Report – 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
2. Harassment, Intimidation and Bullying (HIB) Report
3. Electronic Violence & Vandalism Report – Report Period 2
4. Teacher Absences Report
5. Fire/Security Drill Report

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

- |       |   |
|-------|---|
| 2412  | Home Instruction Due to Health Condition  |
| 2412R | Home Instruction Due to Health Condition  |
| 2417  | Student Intervention and Referral Services  |
| 2417R | Student Intervention and Referral Services  |
| 2481  | Home or Out-of-School Instruction for General Education Students for Reasons Other than a Temporary or Chronic Health Condition |
| 2481R | Home or Out-of-School Instruction for General Education Students for Reasons Other than a Temporary or Chronic Health Condition |
| 5200  | Attendance  |
| 5200R | Attendance  |
| 5331  | Management of Life-Threatening Allergies in Schools   |
| 5339  | Screening for Dyslexia  |
| 5610  | Suspension  |
| 5610R | Suspension  |
| 5611  | Removal of Students for Firearms Offenses   |
| 5611R | Removal of Students for Firearms Offenses   |
| 5612  | Assaults by Students on District Board of Education Members or Employees  |
| 5612R | Assaults by Students on District Board of Education Members or Employees  |
| 5613  | Removal of Students for Assaults with Weapons Offenses  |
| 5613R | Removal of Students for Assaults with Weapons Offenses  |
| 5620  | Expulsion   |
| 8462  | Reporting Potentially Missing or Abused Children  |
| 8462R | Reporting Potentially Missing or Abused Children  |

### Abolish Policy

- |      |                       |
|------|-----------------------|
| 1522 | School-Level Planning |
|------|-----------------------|

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

- 0167 Public Participation in Board Meetings
- 3283 Electronic Communications between Teaching Staff Members and Students
- 4283 Electronic Communications between Support Staff Members and Students

1.4 Agreement Between Education and Law Enforcement – Approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

**2.0 CURRICULUM & INSTRUCTION**

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

2.1 Textbook Approvals – Approve the following textbooks for use at Montgomery High School:

<u>Title</u>	<u>Course</u>
The Christmas Carol	English 12 AP Literature & Composition

2.2 FY2015 NCLB, Title I Grant Amendment – Approve an amendment to the FY 2015 NCLB Grant. The amendment is being requested to reallocate carryover funds with specific goals targeted through the remaining grant period.

2.3 Out-of-District Placements – Approve the following Out-of-District placements for the 2014/15 school year.

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
000397	Somerset County Secondary Academy	9/3/14 – 6/30/15		\$44,225.00	\$44,225.00
255132	Somerset County Secondary Academy	9/3/14 – 6/30/15		\$44,225.00	\$44,225.00
181961	Career Center of Somerset County ESC	9/3/14 – 6/30/15		\$56,900.00	\$56,900.00
255444	Somerset County TOPS	9/3/14 – 6/23/15		\$22,800	\$22,800
000618	Somerset County Vo-Tech	9/3/14 – 6/23/15		\$500.00	\$500.00
180604	Somerset County Vo-Tech	9/3/14 – 6/23/15		\$500.00	\$500.00
180630	Somerset County Vo-Tech	9/3/14 – 6/23/15		\$500.00	\$500.00
158504	Somerset County Academy of Health &	9/3/14 – 6/23/15		\$2,700.00	\$2,700.00

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
	Sciences				
181422	Somerset County Academy of Health & Sciences	9/3/14 – 6/23/15		\$2,700.00	\$2,700.00
101125	Somerset County TOPS	9/3/14 – 6/23/15		\$22,800.00	\$22,800.00
158805	Somerset County TOPS	9/3/14 – 6/23/15		\$22,800.00	\$22,800.00
103136	Somerset County TOPS	9/3/14 – 6/23/15		\$22,800.00	\$22,800.00
155822	Somerset County TOPS	9/3/14 – 6/23/15		\$22,800.00	\$22,800.00
280489	Somerset County Academy of Health & Sciences	9/3/14 – 6/23/15		\$2,700.00	\$2,700.00
000874	Somerset County Vo-Tech	9/3/14 – 6/23/15		\$1,000.00	\$1,000.00
000875	Somerset County Vo-Tech	9/3/14 – 6/23/15		\$500.00	\$500.00
257149	Somerset County TOPS	9/3/14 – 6/23/15		\$22,800.00	\$22,800.00
001205	Somerset County TOPS	9/3/14 – 6/23/15		\$22,800.00	\$22,800.00
080933	Somerset County TOPS	9/3/14 – 6/23/15		\$22,800.00	\$22,800.00
255791	Mary Dobbins School	9/22/14 – 6/22/15		\$54,525.50	\$54,525.50

2.4 Consultant Approvals – Approve the following consultants for the 2014-2015 school year:

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Robyn Merkel-Walsh Speech Pathologist	Oral Motor/Feeding/Prompt Evaluation Therapy - 45 min	\$800.00 each \$130.00/session
Professional Education Services	Home Instruction	\$58.35/hour (revised)
NJ Coalition of Inclusive Education	Consulting & Training Services to Academic Staff	\$1,100/Full Day \$550.00/Half Day
Teachers' College Reading & Writing Project Network	Ten days of site-based PD for K-8 teachers during the 14/15 school year	\$23,500.00

**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, 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 September 30, 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 September 30, 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 September 30, 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 October – approve the monthly bills as follows:

General Operating	\$8,558,075.80
Food Services	\$196,768.51

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

3.7 Acceptance/Filing of Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2014 – accept and file the Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2014.

Recommendations – None

3.8 Acceptance/Filing of Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance – for Fiscal Year Ended June 30, 2014 – accept and file the Auditor's Management Report on Administrative Findings – Financial Compliance and Performance for Fiscal Year Ended June 30, 2014.

3.9 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.

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

Whereas, the Montgomery Township School District has 17 projects identified in its current Long-Range Facility Plan that have not been initiated or advanced, and

Whereas, the 17 projects have an estimated total cost over the five-year period of \$1,672,150 and

Whereas, it is estimated that projects totaling the amount of \$475,600 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 \$1,196,550 that are eligible for State funding in the form of debt service aid or NJSCC grant funds in the amount of \$478,620 and

Whereas, the estimated local share of these eligible projects is \$1,193,830,

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 \$1,193,830.

3.11 Approval of change orders – approve the following change orders:

Contract:	Domestic Water Heater Replacement at LMS and MHS
Contractor:	Gabe Sganga, Inc.
Change Order Number:	001

Change Order Amount: -\$40,504.00

Description: A credit change order for having a custodian on fire watch while the fire alarm system was on test for the day of 7/19/14 – (\$504.00). Allowance on project not used – (\$40,000).

Original Contract Sum:	\$495,243.00
Original allowance amount not used and deducted:	-\$40,000.00
Contract Sum to be decreased by this change order in amount of:	-\$504.00
New Contract Sum:	\$454,739.00

Contract:	HVAC Upgrades at OHES
Contractor:	Envirocon, LLC
Change Order Number:	001
Change Order Amount:	-\$21,679.27

Description: Removal and reinstallation of roof mounted PV array + (\$1,820.73) deducted from contract allowance of \$23,500 and reduce contract sum by remaining allowance.

Original Contract Sum:	\$184,729.00
Deduct remaining allowance:	-\$21,679.27
New Contract Sum:	\$163,049.73

Contract:	Hardware and Door Replacement
Contractor:	C & M Doors
Change Order Number:	001
Change Order Amount:	-\$5,530.00

Description:

- Credit for furnishing & installation of hollow metal frames (VES) -\$2,700.00
- Credit for furnishing & Installation of Cylinders (LMS) -\$ 240.00
- Credit for furnishing & Installation of Cylinders (OHES) -\$ 240.00
- Cost to furnish and install exit devices (OHES) +\$1,890.00
- Cost to furnish and install rated exit devices (MHS) +\$ 760.00

Total amount of this change order	-\$ 530.00
Amount to be deducted for unused allowance	-\$5,000.00

Total amount of change order	-\$5,530.00
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Original Contract Sum:	\$43,900.00
Deduct for this change order:	-\$5,530.00
New Contract Sum:	\$38,370.00



- 3.12 Receipt and Award of Quote – L.E.D. Baseball Scoreboard Located at the Lower Middle School for the Montgomery High School (Quote #Q15-40) – Quotes were received on October 14, 2014 for the L.E.D. baseball scoreboard for the Montgomery High School as follows:

<u>Vendor</u>	<u>Base Bid</u>
K & J Accessories, Inc. Clifton, NJ	\$18,800.00
Daktronics, Inc. Brookings, SD	\$34,029.00

It is recommended that the Board of Education award quote #Q15-40 for the L.E.D. baseball scoreboard located at the Lower Middle School for the Montgomery High School as follows:

<u>Vendor</u>	
K & J Accessories, Inc. Clifton, NJ	\$18,800.00

#### **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**