

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Minutes of the Tuesday, February 25, 2014 6:00 P.M Business Meeting

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

The Montgomery Township Board of Education held a business meeting on Tuesday, February 25, 2014 at 6:00 p.m.

OPENING OF THE MEETING

- A. The Montgomery Township Board of Education held a business meeting on Tuesday, February 25, 2014 in the Upper Middle School Media Center.
- B. Roll Call - The following Board members were present: Sandra Donnay, Dharmesh Doshi (arrived at 6:05 p.m.), Humberto Goldoni, Nicholas Hladick, Judy Humza, Adelle Kirk-Csontos (left at 7:25 p.m.), Anne Michaelson (arrived at 6:15 p.m.) and Dr. Lei Yu

The following Board members were absent: Arun Rimal

Also Present: Nancy Gartenberg, Superintendent
Thomas E. C. Barclay, Assistant Superintendent
Thomas M. Venanzi, Business Administrator/
Board Secretary
Annette Wells, Associate Business Administrator/
Assistant Board Secretary
William Smith, Student Representative

- C. EXECUTIVE SESSION – A motion was made by Mr. Goldoni and seconded by Ms. Humza that the board adopt a resolution to go into executive session at 6:02 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 appeals and negotiations with the Association of Principals and Supervisors of Montgomery Township 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 6:05 p.m.
Ms. Michaelson arrived at 6:15 p.m.
Ms. Kirk-Csontos left the meeting at 7:25 p.m.

- D. RETURN FROM EXECUTIVE SESSION – The Board returned from Executive Session at 7:30 p.m.
- E. Mr. Goldoni 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 and February 19, 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. Mr. Goldoni then led everyone in the Salute to the Flag.
- G. Mr. Goldoni welcomed all to the business meeting.

APPROVAL OF MINUTES

A motion was made by Ms. Humza and seconded by Dr. Yu to approve the following minutes:

January 7, 2014 Organization Meeting

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Hladick and seconded by Mr. Doshi to approve the following minutes:

January 14, 2014 Executive Session Meeting
January 14, 2014 Workshop and Special Meeting
January 28, 2014 Executive Session Meeting
January 28, 2014 Business Meeting

Upon call of the question, the motion carried with six members voting in favor and Mr. Goldoni abstaining.

ACCEPTANCE OF CORRESPONDENCE

A motion was made by Mr. Hladick and seconded by Mr. Doshi to accept the correspondence as follows:

1. E-mail dated 2/3/2014 from P. Simpkins regarding HIB review
2. E-mail dated 2/5/2014 from L. Winer regarding school calendar
3. E-mail dated 2/5/2014 from A. Ohki regarding school calendar
4. E-mail dated 2/11/2014 from S. Yan regarding school calendar

Upon call of the question, the motion carried unanimously.

NEW BUSINESS FROM BOARD/PUBLIC

Mr. Alan Wirsul stated that he felt it was the wrong decision to approve the purchase of iPads at the last meeting. He stated that technology changes rapidly. He recommended the Samsung product over the Apple. He stated advantages that the Samsung had over the Apple, including more applications and less cost.

Mr. Wirsul questioned if the iPads had been purchased and if the vote could be recalled.

Mr. Barclay responded that a purchase order has already gone out for the iPads.


SUPERINTENDENT’S REPORT

Ms. Mary McLoughlin, Director of Pupil Services, gave the following presentation on the 2014-15 Pupil Services budget:

**Special Education
Budget Session
Proposed 2014-2015**

February 25, 2014

Mary E. McLoughlin, Director of Pupil Services



Special Education:

- **Federal:** *Individuals with Disabilities Education Act of 2004 (IDEA 2004)*
- **State:** *N.J.A.C 6A:14:* Individuals with disabilities receive
 - A free and appropriate public education (FAPE)
 - in the least restrictive environment (LRE).

Law

Goal 1: To develop specific communication protocols with parents, staff and community members that are consistent in message and reflect the vision of "Connected, Known and Valued," with particular focus on the implementation of Achieve NJ and curriculum initiatives.

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 2014 and identify the appropriate assessments to measure the efficacy of the programs.

District Goals

- The Individuals with Disabilities Education Act (IDEA) is a law ensuring services to children with disabilities throughout the nation. IDEA governs how states and public agencies provide early intervention, special education and related services to more than 6.5 million eligible infants, toddlers, children and youth with disabilities.
- **Part B** - Children and youth (ages 3-21) receive special education and related services under IDEA Part B.
- **Part C** - Infants and toddlers with disabilities (birth-2) and their families receive early intervention services under IDEA Part C.

IDEA

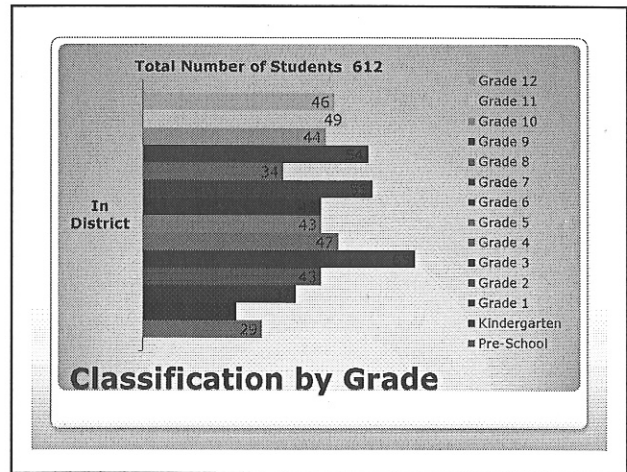
Eligibility: Three Prongs

- A student shall be determined eligible and classified "eligible for special education and related services" when it is determined that:

The student has one (1) or more of the fourteen (14) disabilities defined in N.J.A.C. 6A:14-3.5(c), AND

The disability adversely affects the student's educational performance; AND

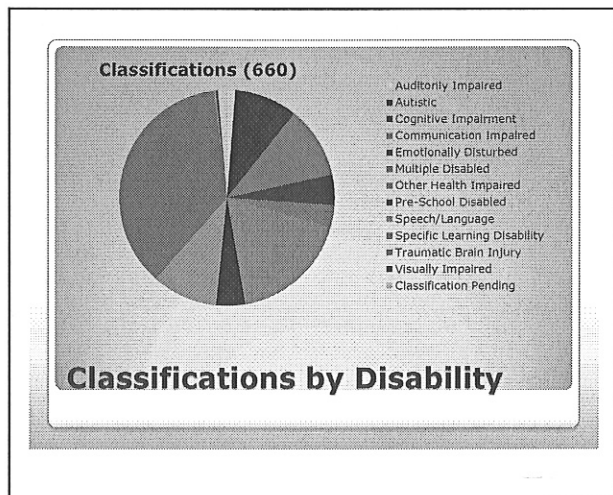
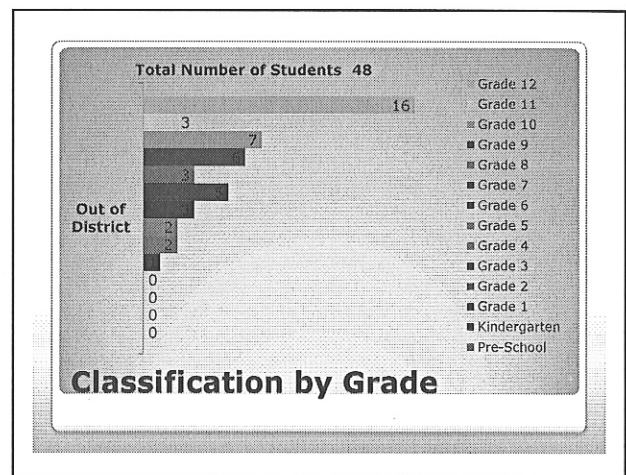
The student is in need of special education and related services.



What Determines an IEP:

- Testing
- Student Needs
- Student Functioning/Performance
- Classification/Eligibility Category

IEP
Individualized Education Program



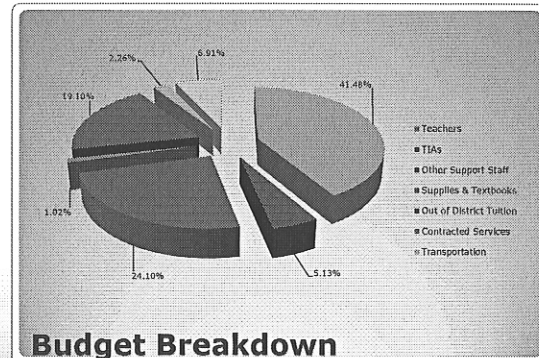
- IDEA Grant
- Extraordinary Aid
- Local School Budget

Special Education Funding Sources

The Office of Special Education Programs (OSEP), through Part B of the Individuals with Disabilities Education Act (IDEA), provides formula grants to states to assist them in providing a free appropriate public education in the least restrictive environment for children with disabilities ages 3 through 21 (Part B, Sections 611 and 619).

Montgomery Township School District	
Preschool Grant (3-5):	\$22,422.00
Nonpublic Share:	-\$ 590.00
Basic Grant (5-21):	\$792,329.00
Nonpublic Share:	-\$ 17,607.00
Total awarded to MTSD:	\$796,554.00

2013-2014 IDEA Grant



Budget Breakdown

- Extraordinary Aid assists districts with students with high educational costs and are classified.
- Extraordinary Aid may be sought for providing direct instructional and support services.
- The amount received for 2012-13 in Extraordinary Aid was \$440,121.00

Extraordinary Aid

- Completed June 2013
- Track current expenditures for ODP public/private. Establish in-district and/or public school placement protocols.
- Audit and analyze current costs for ODP for Special Education - private and public placements. Include transportation, tuition, ESY, aides.
- Identify potential for SE classroom capacity within district by school
- Reinstate Director of Pupil Services
- Develop long-range plan for staffing and program development for in-district programs.
- Reduce achievement gap between SE and Total Students on state assessments.

Special Education Program Review 2013

	2013-14 CURRENT	2014-15 PROPOSED
TOTAL SPECIAL EDUCATION COSTS	\$11,847,918.00	\$13,169,550.00
OUT OF DISTRICT COSTS	\$2,250,886.00	\$1,514,797.00
OUT OF DISTRICT STUDENTS	48*	52*
SPEECH/LANGUAGE STUDENTS	65*	
SPECIAL EDUCATION STUDENTS	600*	
COST PER PUPIL	\$18,368.67	
TOTAL STUDENTS	4,780	
% SPECIAL EDUCATION STUDENTS	13.78%	

* Source: IEP Direct as of Feb-18-2014

Special Education Teachers (6)

District Goal 2

To meet state mandated teacher-student ratio for class type

- Autism program at OHES
- In Class Support Grade 1 @ OHES
- In Class Support Grade 2 @ OHES
- LLD program at LMS
- In Class Support at UMS
- LLD program (Skybox) at MHS

Required Staffing 2014-2015

Wilson-Certified Teacher
District Goal 1 & 2
 To meet student IEP needs at LMS/UMS

Teacher Instructional Assistants
District Goal 2
 OHES 1.5 TIA for students

Unbudgeted Needs 2014-2015
District Goal 2
 Teacher Instructional Assistants (TIAs)

- OHES .5 TIA for student
- OHES 1.0 TIA for student
- OHES .5 TIA for student
- LMS 1.0 TIA for student
- UMS 1.0 TIA for student

*All based on IEP needs and have been listed in the school year

Required Staffing 2014-2015

Unfunded Mandates

Board Certified Behavior Analyst (BCBA):
 For autism program P-12
District Goals 2 & 3

- Currently contract BCBA services for our autism program (outside agency)
- To train Teaching staff and TIA'S in Applied Behavior Analysis (ABA)
- To provide *consistency* in our autism program P-12
- To design individual programs for students with autism

Proposed Staffing 2014-2015

- **Dyslexia Law**
- **Janet's Law**

**New State Mandates:
 Funded by Local Budget**

Social Worker
District Goals 2 & 3
 To serve as CST member at VES and provide counseling at MHS as per students' IEPs.

Reading Interventionist
District Goals 1 & 2
 K-12 To train staff on reading disorders and screening tools and continue Wilson training through the district to expand to academic support and general education.

Proposed Staffing 2014-2015

- Establishes that the term dyslexia be defined in the special education code.
- Mandates annual training in dyslexia and reading disorders:
 - For K-3 general education teachers,
 - K-12 special education teachers,
 - CST members, ESL teachers and Academic Support Teachers.
- State will determine assessment tools to screen for dyslexia.

Dyslexia Laws

Janet's Law requires public schools to have automated external defibrillators for youth athletic events and to establish certain plans relating to sudden cardiac events.


Janet's Law

Time was allowed for questions and comments from the board.

Ms. Kelly Mattis, Human Resources Director, gave the following presentation on personnel changes included in the 2014-15 budget:

**Human Resources
Budget Session
Proposed 2014-2015**

February, 25, 2014
Kelly M. Mattis
Director of Human Resources



	2011	2012	2013
OHES (PK-2)	900	845	790
VES (3-4)	725	683	663
LMS (5-6)	828	793	776
UMS (7-8)	873	820	838
MHS (9-12)	1723	1741	1721
Total	5049	4882	4788

*Enrollment numbers from October 2013 ASSA Report

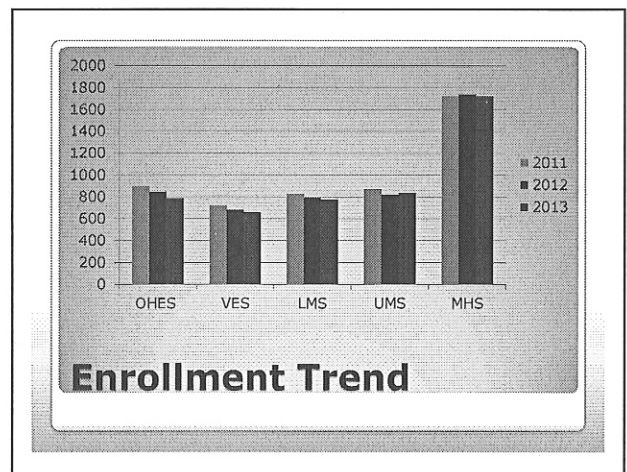
Enrollment Trend

Goal 1: To develop specific communication protocols with parents, staff and community members that are consistent in message and reflect the vision of "Connected, Known and Valued," with particular focus on the implementation of Achieve NJ and curriculum initiatives.

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 2014 and identify the appropriate assessments to measure the efficacy of the programs.

District Goals



Grade Level	Class Size Averages*
• K-2	• 20-22
• Grades 3-8	• 23-25
• Grades 9-12 General	• 23-27
• Grades 9-12 English	• 22
• Literacy Support	• 10

*outlined in Regulation 2312

Policy 2312—Class Size

- Health and Physical Education Teacher
 - Justification:
 - Additional Sections of Classes to Meet the Needs of Peer Leadership Instruction
 - Social and Emotional Growth Programming Goal
 - Funding for Position—Internal
- Montgomery Township High School**

Proposed Personnel Adjustments 2014-2015

- Special Education Teacher
 - Language Learning Disabilities Teacher
 - .8 Social Worker (.2 VES)
- Montgomery Township High School**

Proposed Additions to Personnel Certificated Staff 2014-2015 School Year

- Mathematics Teacher
 - Justification:
 - Additional Course Sections Needed:
 - 8th Grade Algebra I, Part 2 Honors
 - 8th Grade Geometry Honors
 - Algebra II Honors (currently at MHS)
 - Academic Support
 - Academic Support
 - Funding Source—Internal
- Upper Middle School**

- Special Education Teachers
 - 1 In Class Support Teacher
 - .5 Wilson Reading Program Teacher

Upper Middle School

- Special Education Teachers
 - Autism Program Teacher
 - In Class Support Teacher
 - In Class Support Teacher

Orchard Elementary School

- Special Education Teacher
 - .5 Wilson Reading Program Teacher
 - 1 Language Learning Disabilities Teacher

Lower Middle School

District-Wide

- Special Education Professional
 - .2 Social Worker (.8 MHS)

Village Elementary School

- Special Education Professionals
 - Board Certified Behavioral Analyst
 - District Reading Interventionist

Montgomery Township School District

**Proposed Additions
to Personnel
Non-Certificated
Staff
2014-2015
School Year**

- Technology Aide
 - Currently 2 days/week @ VES
 - Currently 4 days/week @ LMS and OHES
 - Currently 5 days/week @ UMS and MHS
- Additional Technology Aide:
 - Dedicated Technology Aide in each school
 - In compliance with Technology Plan
 - 21st Century Skills: creativity, critical thinking, collaboration, and communication
 - Administration of PARCC 2015

**Village Elementary
School**

- Teacher Instructional Aide (TIA)
 - 1 Personal TIA

Upper Middle School

- Teacher Instructional Aide (TIA)
 - .5 Personal TIA
 - .5 Personal TIA
 - .5 Program TIA
 - 1 Personal TIA
 - 1 Program TIA

**Orchard Elementary
School**

- Teacher Instructional Aide (TIA)
 - 1 Personal TIA

Lower Middle School

- Transportation
 - Part-time Clerk
 - PM assignment—3 hours
 - Needed to provide communication to parents/coaches/drivers
 - Answering phones, clerical, radio communication, data entry
 - 3 tier busing

**Transportation
Department**

Proposed Additions to Personnel Extra-Curricular 2014-2015 School Year

• Extra-Curricular—MHS

- Head Dance Team Coach \$5,700
- Third year of the sixth year takeover plan
- The Board is scheduled to fund the stipend
- Recommended Stipend - equal to the cheerleading stipend
- 20 students are in the program

Montgomery Township High School

• New Coaching Positions

- MHS
 - Volleyball*
 - Dance Team*
 - Diving Coach (new)
- UMS
 - Girls Lacrosse*
 - Boys Lacrosse*

*provisional teams

Extra-Curricular Recommendations

• Extra-Curricular—MHS

- Diving Coach \$3,450
- 15-20 divers on the team
- 55-60 students involved in the swim program
- Increases supervision and safety of our student athletes
- Recommended stipend is based on 50% of the head swim coaches stipend (6,900)

Montgomery Township High School

• Extra-Curricular—MHS

- Head Girls Volleyball Coach \$6,400
- Third year of the sixth year takeover plan
- The Board is scheduled to fund the stipend
- Recommended Stipend - similar to Swimming, Gymnastics & Fencing regarding number of games & practices and length of time with the students
- 24-26 players in the program.

Montgomery Township High School

• Extra-Curricular—UMS

- Boys Lacrosse and Girls Lacrosse \$4,117 ea.
- Third year of the sixth year takeover plan
- The Board is scheduled to fund the stipend
- Recommended Stipend - equal to the other head spring UMS coaches' stipends
- 20-24 students in each program

Upper Middle School

- Additions to Personnel

	Salary	Benefits
• Teachers (9) • (7 SE+2 Gen. Ed.)	513,270	233,523
• Professionals (3) • (3 SE)	183,090	76,537
• Support Staff (6.9) • (5.5 SE = 1.4)	165,618	239,381
• Coaches (5)	23,784	1,820
• Total	\$885,762	\$551,257

2014-2015 Personnel Adjustments

- 2013-2014
- 2014-2015
- \$59,792,365
- \$62,552,154
- Difference: \$2,759,789 increase (4.6%)

Total Personnel Budget Projection Fund Summary

- Reduction to Personnel (Internal Sources)

- 4.6 Certificated Positions Due to Natural Attrition
- 1 Aide

2014-2015 Personnel Adjustments

- Goal 1: To develop specific communication protocols with parents, staff and community members that are consistent in message and reflect the vision of "Connected, Known and Valued," with particular focus on the implementation of Achieve NJ and curriculum initiatives.
- 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 2014 and identify the appropriate assessments to measure the efficacy of the programs.

District Goals

- Reductions to Personnel

	Salary	Benefits
• Teachers (4.6)	262,338	129,735
• Support Staff (1)	10,887	29,172
• Total	\$273,225	\$158,907
• Net Adjustment	\$612,537	\$392,350

2014-2015 Personnel Adjustments

Time was allowed for questions and comments from the board.

ACTION AGENDA

PUBLIC COMMENTS

Ms. Debra O'Reilly, special education teacher and MTEA Vice President, questioned if the new BCBA will also be a case manager? She also questioned if the new part time TIAs were sharing time with one student.

Mr. Wirsul expressed that he felt the transportation clerk position would be an excellent opportunity for a senior student to volunteer. He also stated that the special education program changes will be a tremendous challenge. He added that he would be concerned if the board continues to face law suits from special education parents. Mr. Wirsul reiterated that the Samsung is a better product and is less money than the iPads and that the district can pull back the order.

Ms. Gartenberg responded that the BCBA will be a district person who will act as a resource for teachers, students and case managers.

Ms. McLoughlin responded that the majority of the part-time TIAs are already in place this year but were unbudgeted positions. There are also three part-time early intervention TIAs for the half-day program.

Ms. Gartenberg responded that the transportation position would not be appropriate for a high school student due to overall responsibility, dealing with sensitive issues and making emergency decisions.

Mr. Barclay responded that the 60 iPads were intended for kindergarten students. He stated that they are perfectly suited for this student level. He added that the Samsung is being considered for our high school students. The district orders particular platforms intended for specific students or teachers. The products are well vetted with district stakeholders.

1.0 ADMINISTRATIVE

A motion was made by Ms. Humza and seconded by Mr. Hladick to approve agenda items 1.1(including numbers 1, 3 and 4), 1.2, 1.3 and 1.4 as follows:

1.1 Routine Monthly Report – Accept the following report:

1. Student Care and Control
3. Teacher Absences Report
4. Fire/Security Drill Report

1.2 Policy Committee Charter – Approve the Charter of the Policy Committee (see Page 18).

1.3 School Calendar 2014-2015 – Approve the academic calendar for the 2014-2015 school year (see Page 19).

- 1.4 Amended School Calendar 2013-2014 – Approve the amended academic calendar for the 2013-2014 school year (see Page 20).

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

A motion was made by Mr. Doshi and seconded by Ms. Humza to approve agenda item 1.1(number 2 minus incident LMS121213001) as follows:

- 1.1 Routine Monthly Report – Accept the following report:
 - 2. Harassment, Intimidation and Bullying (HIB) Report

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

A motion was made by Mr. Hladick and seconded by Dr. Yu to approve agenda item 1.1(number 2 including only incident LMSW121213001) as follows:

- 1.1 Routine Monthly Report – Accept the following report:
 - 2. Harassment, Intimidation and Bullying (HIB) Report

Upon call of the roll, the motion carried with five members voting in favor and Mr. Doshi and Mr. Hladick voting against.

2.0 CURRICULUM & INSTRUCTION

A motion was made by Dr. Yu and seconded by Ms. Humza to approve agenda items 2.1 through 2.3 as follows:

- 2.1 Out-of-District Placements – Approve the following Out-of-District placements for the 2013/14 school year.

<u>Pupil ID#</u>	<u>School</u>	<u>TUITION</u>			
		<u>Anticipated Start Date</u>	<u>ESY</u>	<u>RSY</u>	<u>Total for Year</u>
001183	Fusion Academy, NJ	11/21/13		\$40,450.00	\$40,450.00
102328	Cherokee Creek Boys School, SC	10/15/13		\$40,300.00	\$40,300.00

2.2 Chapter 192/193 Funding Approval - Approve additional funding under the provisions of Chapters 192/193, Nonpublic Auxiliary and Handicapped Services, in the amount of \$1,583.00 for the 2013-14 school year to be allocated as follows:

	<u>New Funding</u>	<u>Year-to-Date</u>
Chapter 193 Corrective Speech	\$469.00	\$5,156.00
Chapter 193 Exam and Classification	\$1,114.00	\$11,140.00

2.3 Consultant Approvals 2013/2014 – Approve the following consultants for the 2013/14 school year.

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Children’s Hospital	Neurological Evaluation	\$930.00ea (revised)
CATIES @ The College of New Jersey	Assistive Technology Evaluation	\$1000.00ea

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

3.0 FINANCE

A motion was made by Mr. Doshi and seconded by Dr. Yu to approve agenda items 3.1 through 3.8 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 January 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 January 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 January 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 January 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 February – approve the monthly bills as follows:

General Operating	\$6,919,181.07
Food Service	\$143,245.92

3.6 Travel Reimbursement – 2013/2014 and 2014/2015– approve the Board member and/or staff conference and travel expenses as per the attached list (see Pages 21 - 22).

3.7 Receipt and Award of Bid – HVAC Parts for the RTU’s at the Montgomery High School (Bid #B14-09) – Bids were received on January 30, 2014 for HVAC parts for the RTU’s at the Montgomery High School as follows:

<u>Vendor</u>	<u>Base Bid</u>
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No bids were received on January 30, 2014 for the above-referenced bid, request Board approval to quote the service.

3.8 Withdrawal from Capital Reserve for Approved Amendments to the Long-Range Facility Plan – approve the following resolution:

WHEREAS, the Montgomery Township Board of Education has annually appropriated unexpended balances from the general fund to the capital reserve for the purpose of replacing the synthetic turf at cougar stadium at Montgomery High School; and

WHEREAS, there are currently adequate funds set aside in the capital reserve for this purpose and in the amount of \$1,088,684.66; and

WHEREAS, the estimated costs for this project are \$871,000 which also includes addressing drainage issues with the project; and

WHEREAS, funds can be withdrawn from capital reserve for approved projects in the district’s long-range facility plan by board resolution.

NOW, THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education approves the withdrawal of \$871,000 from capital reserve for the replacement of the synthetic turf at cougar stadium at Montgomery High School and to authorize the appropriation of these funds in the capital projects fund immediately.

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

4.0 PERSONNEL

A motion was made by Mr. Hladick and seconded by Dr. Yu to approve agenda item 4.1 as attached (see Pages 23 - 25).

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

ANNOUNCEMENTS BY THE PRESIDENT

Mr. Goldoni announced that an Open Public Finance and Budget Committee Meeting will be held on March 20, 2014 at 7:00 p.m. in the Upper Middle School Library.

ADJOURNMENT

A motion was made by Ms. Humza and seconded by Mr. Hladick to adjourn the meeting at 8:50 p.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,



Thomas M. Venanzi
School Business Administrator/
Board Secretary

Charter of the Policy Committee

This charter constitutes a statement of the Policy Committee's structure and responsibilities. It provides guidance for the Policy Committee's interaction with the full Board, District management and others.

Philosophy

The Policy Committee will provide oversight to ensure policies support the goals and needs of the Board of Education and School District, as well as ensure that District policies are in conformance with law and the general practices of school districts in the State of New Jersey. The committee will engage all school district stakeholders in the revision and implementation of policies.

Organization

The Policy Committee shall be comprised of three or four Board members. The Superintendent shall designate the District representative to the Policy Committee. The Board President and Superintendent shall serve as ex-officio members of the Policy Committee.

Purpose

Working in partnership with the district, the Policy Committee shall:

- Develop policies in support of the goals and needs of the Board of Education and School District.
- Ensure that District policies are in conformance with law and the general practices of school district in the State of New Jersey commensurate with providing a high quality, effective and efficient system of education for all students in the Montgomery Township School District.

Responsibilities

- Obtain the full Board's approval of this Charter and annually reassess this Charter with all members of the Board;
- Provide and solicit input for current policy revisions and/or new policies;
- Recommend revisions to current policies and general guidelines for new policies;
- Review policy drafts and revise accordingly;
- Periodically monitor and evaluate effectiveness of all district policies
- Prepare and submit minutes of all PC meetings to the full Board for their information and approval;
- Report all significant matters discussed at each PC meeting with the full Board;
- Perform other activities which maybe be assigned by the full Board.

Meetings

The Policy Committee shall meet on regularly scheduled basis (at least 6 times per year). The Policy Committee may hold meetings at such other times, as it deems appropriate, to fulfill its responsibilities. The Policy Committee shall report regularly with respect of its activities and make recommendations to the full Board for its consideration.

MONTGOMERY TOWNSHIP SCHOOL DISTRICT 2014-2015

September 2014 18 days				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			
October 2014 22 days				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
November 2014 16 days				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
December 2014 17 days				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
January 2015 18 days				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September

- 1 Labor Day—*Schools Closed*
- 2-3 Staff In-service—*Schools Closed*
- 4 Schools open for all students
- 25 Rosh Hashanah—*Schools Closed*

October

- 13 Staff In-service—*Schools Closed*

November

- 6-7 NJEA Convention—*Schools Closed*
- 26 Early Dismissal
- 27-28 Thanksgiving Recess—*Schools Closed*

December

- 24-31 Winter Recess —*Schools Closed*

January

- 1-2 Winter Recess—*Schools Closed*
- 16 Staff In-service—*Schools Closed*
- 19 Martin Luther King, Jr. Day—*Schools Closed*

February

- 13 Staff In-service—*Schools Closed*
- 16-17 Presidents' Days—*Schools Closed*

April

- 2-10 Spring Recess —*Schools Closed*

May

- 22-26 Memorial Day Break—*Schools Closed*

June

- 22 8th Grade Promotion
- 23 Last Day for students; Early Dismissal and High School Graduation
- 24 Staff In-service—*Schools Closed*

Parent Teacher Conferences

November 20, 21, 24, 25
Early dismissal for all Pre-K—Grade 8 students

March 24, 25, 26, 27
Early dismissal for all Pre-K—Grade 4 students
Total number of school days = 180

EMERGENCY CLOSINGS

If emergency closings occur, the following days will be used to compensate for school closings:

- Feb. 17, Apr. 2, May 22, 26
- If additional emergency closings occur, days from Spring Recess will be used as needed in the following order:
Apr. 10, 9, 8

School personnel and students will be expected to attend on contingency plan days.

○ = Early Dismissal □ = Staff In-service

February 2015 17 days				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
March 2015 22 days				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
April 2015 15 days				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	
May 2015 18 days				
M	T	W	Th	F
				1
6	7	8	9	10
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
June 2015 17 days				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

AMENDED MONTGOMERY TOWNSHIP SCHOOL DISTRICT 2013-2014

September 2013 17 days						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
October 2013 22 days						
S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
November 2013 17 days						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
December 2013 14 days						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
January 2014 19 days						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September

- 2 Labor Day—*Schools Closed*
- 3 Staff In-service—*Schools Closed*
- 4 Staff In-service—*Schools Closed*
- 5 Rosh Hashanah—*Schools Closed*
- 6 Schools open for all students

October

- 14 Staff In-service—*Schools Closed*

November

- 7-8 NJEA Convention—*Schools Closed*
- 27 Early Dismissal
- 28-29 Thanksgiving Recess—*Schools Closed*

December

- 10 Snow Day—*Schools Closed*
- 23-31 Winter Recess—*Schools Closed*

January

- 1 New Years Day—*Schools Closed*
- 3 Snow Day—*Schools Closed*
- 20 Martin Luther King, Jr. Day—*Schools Closed*
- 22 Snow Day—*Schools Closed*

February

- 3 Snow Day—*Schools Closed*
- 5 Snow Day—*Schools Closed*
- 13 Snow Day—*Schools Closed*
- 14 Staff In-service—*Schools Closed*
- 17 Presidents' Day—*Schools Closed*

April

- 16-18 Spring Recess—*Schools Closed*

May

- 26 Memorial Day—*Schools Closed*

June

- 19 8th Grade Promotion
- 20 Last Day for students; Early Dismissal and High School Graduation
- 23-24 Staff In-service—*Schools Closed*

Parent Teacher Conferences

- November 21, 22, 25, 26
- Early dismissal for all Pre-K—Grade 8 students
- April 8, 9, 10, 11
- Early dismissal for all Pre-K—Grade 4 students

Total number of school days = 180

EMERGENCY CLOSINGS

If additional emergency closings occur, days from Spring Recess will be used as needed in the following order:

April 16; 17

School personnel and students will be expected to attend on contingency plan days.

○ = Early Dismissal △ = Snow Day □ = Staff In-service

Board Approved: January 22, 2013 Amended : February 21, 2014
The Board of Education reserves the right to amend this calendar.

February 2014 15 days						
S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
March 2014 21 days						
S	M	T	W	R	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
April 2014 19 days						
S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
May 2014 21 days						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
June 2014 15 days						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**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**
Michelle Barbarasch	VES	5/29/14	Comprehension of the Core	\$15.00	\$10.54					\$25.54	\$25.54
Marlene Biava	VES	5/29/14	Comprehension of the Core	\$15.00	\$10.54					\$25.54	\$25.54
Samantha Borelli	VES	3/28/14	Rutgers 46th Annual Reading & Writing Conf.	\$10.00	\$10.54			\$150.00		\$170.54	\$170.54
Laura Boss	OHES	3/28/14	Rutgers 46th Annual Reading & Writing Conf.	\$20.00	\$1.55			\$150.00		\$171.55	\$171.55
Cheryann Brown	VES	5/29/14	Comprehension of the Core	\$15.00	\$10.54					\$25.54	\$25.54
Lindsay Camarda	VES	3/13/14	Teach Like a Pirate		\$7.44			\$35.00		\$42.44	\$42.44
Robert Chesbro	UMS	3/13/14	Teach Like a Pirate		\$3.10			\$35.00		\$38.10	\$38.10
Kate Dunham	VES	3/28/14	Rutgers 46th Annual Reading & Writing Conf.	\$15.00	\$10.54			\$150.00		\$175.54	\$175.54
Corie Gaylord	MHS	3/18/14	Legal One Training Addressing Student Residency and Attendance Challenges					\$75.00		\$75.00	\$1,304.50
Sara Grande	VES	5/29/14	Comprehension of the Core	\$15.00	\$10.54					\$25.54	\$25.54
Alfred Hadlinger	VES	3/19/14	NJASK District Test Coordinator Training		\$10.54					\$10.54	\$10.54
Elsa Lirinski	MHS	3/14 - 3/15/14	FLENU					\$180.00		\$180.00	\$180.00
Diana Lotacono	VES	3/28/2014	Rutgers 46th Annual Reading & Writing Conf.	\$15.00	\$10.54					\$25.54	\$25.54
Glnny Lucas	VES	3/28/2014	Rutgers 46th Annual Reading & Writing Conf.	\$15.00	\$10.54			\$150.00		\$175.54	\$175.54
Evan Malakates	VES	3/28/2014	Rutgers 46th Annual Reading & Writing Conf.	\$10.00	\$10.54			\$150.00		\$170.54	\$170.54
Violet Markmann****	UMS	3/13/2014	Teach Like a Pirate		\$6.20			\$37.25		\$43.45	\$43.45
Tony Maselli	MHS	3/25/2014	Leadership Training Course					\$125.00		\$125.00	
Tony Maselli	MHS	3/25 - 3/29/14	State Athletic Directors' Workshop		\$62.62			\$350.00		\$412.62	\$537.62
Kelly Mattis	BO	4/22/2014	Human Resources for Anyone Newly Assigned HR Responsibilities					\$149.00		\$149.00	\$690.75

Montgomery Township Board of Education Travel Reimbursement Requests (cont'd) 2013/2014

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Registration	Other	Total**	Approved Year-to-Date Total**
Suzanne Muller****	UMS	3/13/2014	Teach Like a Pirate		\$6.20			\$37.25		\$43.45	\$143.45
Chris Reginio	MHS	3/21/2014	Montclair State Conference for Business Educators		\$15.50			\$65.00		\$80.50	\$80.50
Jessica Roberts	OHES	3/13/2014	Teach Like a Pirate					\$35.00		\$35.00	\$35.00
Jaimie Scott	OHES	3/13/2014	Teach Like a Pirate					\$35.00		\$35.00	\$35.00
Kathleen Scotti	OHES	3/28/2014	Rutgers 46th Annual Reading & Writing Conf.		\$4.85			\$180.00		\$184.85	\$184.85
Gloria Stuart	OHES	3/14 - 3/15/14	FLENU					\$180.00		\$180.00	\$180.00
Kaitlin Uhaze	VES	5/29/2014	Comprehension of the Core	\$15.00	\$10.54					\$25.54	\$25.54
Jennifer Yulo	VES	3/28/2014	Rutgers 46th Annual Reading & Writing Conf.	\$15.00	\$10.54			\$150.00		\$175.54	\$175.54

**Estimated

BOE 2/25/14

*Excluding Tolls
**Includes Registrations.

***Revised Lodging Amount

****Suzanne Muller paid for her registration fee as well as Violet Markmann's registration fee.

Travel Reimbursement Request 2014/2015

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Registration	Other	Total**	Approved Year-to-Date Total**
Gale Murphy	MHS	7/21 - 7/25/14	APUS History Summer Institute		\$74.40			\$880.00		\$954.40	954.4

4.1 PERSONNEL

Resignations/Retirements/Terminations/Rescissions

Location	Name	Position	Effective	Reason	Dates of Employment/Notes
DISTRICT	Thomas Barclay ASP.BO.ASPT.NA.01	Assistant Superintendent	07/01/2014	Retirement	07/01/2001 – 06/30/2014
LMS	Susan Fenske TCH.LM.RCTR.MG.11	Teacher/Grade 6 Resource Center	07/01/2014	Retirement	09/01/2001 – 06/30/2014
MHS	Susan Zickus SEC.HS.ATHL.UG.01	Secretary/Bookkeeper	07/01/2014	Retirement	09/01/2003 – 06/30/2014

Leaves of Absence

Location	Name	Position	Type of Leave	Dates of Leave/Notes
OHES	Nicole Salles TCH.OH.RCTR.MG.11	Teacher/Resource Center	Sick Bank Leave	02/10/2014 - 03/05/2014 paid w/benefits (revised)
DISTRICT	Tadeusz Kudelko MNT.BO.MANT.NA.05	Maintenance	Sick Bank Leave	02/26/2014 – 03/25/2014 paid w/benefits

Appointments/Reinstatements (Certificated Staff)

Location	Name	Position	Replacing	Step	Salary	Pro-rated	Dates of Employments/Notes
MHS	Matthew Goff (Leave Replacement) TCH.HS.ENGL.MG.12	Teacher/English	Kelly O'Toole	BA 1	\$55,665.00	Yes	02/11/2014 – 05/14/2014
OHES/VES	Anita LaPorte (Leave Replacement) TCH.FL.SPCH.MG.01	Speech Language Specialist	Diana Evans	MA 1	\$61,565.00	Yes	02/25/2014 – 06/30/2014
LMS	Steven Perone (Leave Replacement) TCH.LM.HPE.MG.01	Health & Phys. Ed.	Debra Camanis	BA 1	\$55,665.00	Yes	02/24/2014 – 04/11/2014

Appointments/Reinstatements (Non-Certificated Staff)

Location	Name	Position	Replacing	Step	Salary	Prorated	Dates of Employments/Notes
YES	Donna Rechter AID. VS. TIA.EO.03	TIA @ 48%	Heather Moran	1	\$10,745.00	Yes	02/26/2014 – 06/30/2014

Tuition Reimbursement

Location	Name	School	Semester	Credits	Reimbursed Amount	Course
UMS	Sophia Altieri	GRATZ College	Fall 2013	3	1,020.00	Rescind Universal Design
UMS	Sophia Altieri	GRATZ College	Spring 2014	3	1,020.00	Cooperative Discipline

Appointments/Substitute Teachers

Location	Name	Position	Status	Dates of Employment/Notes
DISTRICT	Courtney Eldridge	Substitute Teacher	New	2013 – 2014 School Year
DISTRICT	Matthew Lynch	Substitute Teacher	New	2013 – 2014 School Year
DISTRICT	Catherine Mallon	Substitute Teacher	New	2013 – 2014 School Year
DISTRICT	Janine Maslyn	Substitute Teacher	New	2013 – 2014 School Year
DISTRICT	Katie Schuh	Substitute Teacher	New	2013 – 2014 School Year
DISTRICT	Josephine Waltz	Substitute Teacher	New	2013 – 2014 School Year

2013-2014 Spring Coaching Recommendations

Location	Name	Position	Stipend	Pro-rated	Dates of Employment/Notes
UMS	Katie Schuh	Softball, Head Coach	\$4,117.00		2013-14 Spring Season

Family Astro Staff Work 2014

Location	Name	Position	Hr. Rate	Dates /Notes
OHEs	Alexa Komar	Teacher	\$20.00	Family Astro Event-6 sessions (27 hours) \$540.00
OHEs	Chris Yap	Teacher	\$20.00	Family Astro Event-6 sessions (27 hours) \$540.00
OHEs	Heather Lilly	Teacher	\$20.00	Family Astro Event-6 sessions (27 hours) \$540.00
OHEs	Gena Leimbacher	Teacher	\$20.00	Family Astro Event-6 sessions (18 hours) \$360.00
OHEs	Diamond Zucchetti	Teacher	\$20.00	Family Astro Event-6 sessions (18 hours) \$360.00
OHEs	Chris Capelli	Teacher	\$20.00	Family Astro Event-6 sessions (9 hours) \$180.00
OHEs	Jessica Roberts	Teacher	\$20.00	Family Astro Event-6 sessions (9 hours) \$180.00
OHEs	Lisa Castano	Teacher	\$20.00	Family Astro Event-6 sessions (9 hours) \$180.00
OHEs	Kimberly Critelli	Teacher	\$20.00	Family Astro Event-6 sessions (9 hours) \$180.00
OHEs	Nancy Ziedonis	Teacher	\$20.00	Family Astro Event-6 sessions (9 hours) \$180.00