

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Skillman, New Jersey 08558

Meeting, Tuesday, June 17, 2014
7:00 p.m. Executive Session
7:30 p.m. Public Session
Upper Middle School Media Center

DRAFT AGENDA FOR REGULAR BUSINESS MEETING

District Goals 2013-2014

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 AchieveNJ 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.

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 _____. 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

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. May 13, 2014 Executive Session Meeting
2. May 13, 2014 Workshop and Special Meeting
3. May 27, 2014 Executive Session Meeting
4. May 27, 2014 Business Meeting
5. May 31, 2014 Special Public Meeting

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

SUPERINTENDENT’S REPORT

- 2013-2014 – District Goals Results
- Violence & Vandalism/HIB Report – September – December 2013

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. Teacher Absences Report

4. Fire/Security Drill Report

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

- 0141 Board Member Number and Term
- 0143 Board Member Election and Appointment
- 1581 Victim of Domestic or Sexual Violence Leave
- 3125 Employment of Teaching Staff Members
- 3230 Outside Activities for Teaching Staff Members
- 3240 Professional Development for Teachers and School Leaders
- 4125 Employment of Support Staff Members
- 4230 Outside Activities for Support Staff Members

2.0 CURRICULUM & INSTRUCTION

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

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

<u>Pupil ID</u>	<u>School</u>	<u>TUITION</u>		
		<u>ESY</u>	<u>RSY</u>	<u>Total for Year</u>
9216	Matheny Medical & Educational Center	\$15,910.00	\$78,690.00	\$94,600.00
9228	The Midland School	\$8046.00	\$48,276.00	\$56,322.00
9248	The Midland School	\$8046.00	\$48,276.00	\$56,322.00
9243	The Midland School	\$8046.00	\$48,276.00	\$56,322.00
311876	The Midland School	\$8046.00	\$48,276.00	\$56,322.00
280459	The Midland School	\$8046.00	\$48,276.00	\$56,322.00
55307	The Midland School	\$8046.00	\$48,276.00	\$56,322.00
9219	Bancroft School	\$9018.24	\$50,727.60	\$59,745.84
100415	Collier School	\$9,055.80	\$54,334.80	\$63,390.60
9226	The Midland School		\$48,276.00	\$48,276.00
102812	HI-STEP Summer Program @ Behavior Therapy Associates	\$4,250.00		\$4,250.00
102457	Titusville Academy	\$8,262.60		\$8,262.60

2.2 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 of Philadelphia	Tutoring Services	\$50.00/hour

2.3 Consultant Approvals 2014/2015 – Approve the following consultants for the 2014/15 school year.

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Alexander Road Associates	Psychiatric Evaluations, School Reports	\$495.00/hour
American Tutor, Inc.	Bedside Instruction	\$75.00/hour
AssistiveTek, LLC	Assistive Technology Evaluation Assistive Technology Consultation- min 2 hr	\$1,050.00 \$160.00/hour
Behavior Therapy Associates	Behavioral Consults/Functional Behavioral Assessments: Rita Gordon Dr. Cooperberg Dr. Selbst, Dr. Salzman Dr. Asher Dr. Gordon	\$160.00/hour \$240.00/hour \$260.00/hour \$280.00/hour \$320.00/hour
Bridges to Employment Division of Alternatives	Community Based Vocational Assessments Mini Assessment Transportation Additional One on One Instruction Community Experience: Career, Learning Experience, Job Placement & Coaching	\$1,200.00 ea \$780.00 ea \$75.00/day \$60.00/hour
Building Behavior Solutions, LLC	Conducting FBAs, Behavioral Consultation, Program Coordination Direct 1:1 ABA Therapy	\$135.00/hour \$80.00/hour
Children’s Hospital of Philadelphia	Tutoring Services After July 1, 2014	\$50.00/hour \$51.25/hour
Daytop Village of New Jersey, Inc.	Medical/Bedside Instruction General Education Student Special Education Student	\$120.00/day \$252.00/day

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Douglass Developmental Disabilities Center The State University of Rutgers	Consults + mileage & tolls Home Based Instruction: Coordinator Consult/Tutor Speech Parent Training + \$.31p/mi & tolls for travel Behavioral Observations: Program Evaluation: Home & School Psycho-Educational Evaluations: Complete Evaluation Psychological Speech Educational Vocational Evaluation Functional Behavioral Assessment Follow-up meeting + \$.31p/mi & tolls for travel	\$150.00/hour \$90.00/hour \$55.00/hour \$150.00/hour \$150.00/hour \$1,900.00/ea \$2,550.00 \$3,000.00 \$1,100.00 \$1,000.00 \$1,000.00 \$2,500.00 \$2,800.00 \$200.00/hour
Eden Autism Services	Consultation Training Travel time Evaluations	\$150.00/hour \$200.00/hour \$40.00/hour \$450.00
Education, Inc.	Bedside Instruction	\$47.00/hour
Embrace Kids Foundation	Bedside Instruction	\$45.00/hour
Excellence in Early Childhood Education and Training, LLC Lopusznick, Heather Preschool Consults	Consulting Services Full-day workshop	\$125.00/hour \$1,200.00/hour
Hunterdon Medical Center	Neurodevelopmental Evaluations 2014	\$868.00
INVO Healthcare	Occupational Therapy Physical Therapy Speech Language Pathology Board Certified Behavior Analyst Social Work	\$82.00/hour \$82.00/hour \$82.00/hour \$95.00/hour \$52.00/hour
JVS (Jewish Vocational Service)	Vocational Evaluation (2-3 day) No show Fee for Mobile Vocational Eval Participate - IEP Meeting Community Based Assessment Job Placement Services Job Coaching	\$850.00 \$100.00 \$250.00 \$60/hour \$60/hour \$60/hour \$75/day

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
	Work Adjustment Training Career Center	\$100/day
Kitzie, Mark, Psy.D.	Psychological Evaluation Meetings/Case Consultation	\$315.00 ea \$100.00/hour
Learning Tree Multi-Lingual Evaluation & Consultation	Bilingual Spanish CST Evaluations Bilingual CST Evaluations -other languages	\$650.00 ea \$750.00 ea
Life Enhancement Institute Nupur Lahiri, MD	Psychiatric Evaluations	\$500.00 ea
Mercer County Special Services	<u>Assessments:</u> Psych/Educ. Sp.&Lang Vocational <u>Evaluations:</u> Psychiatric	\$330.00 ea \$285.00 ea \$500.00 \$350.00 ea
Middlesex Regional Educational Services Commission	Medical/Bedside Instruction	\$41.00/hour
Mintz, Jesse, MD.,FAAP	Neuro-Developmental Pediatrics- Evaluations	\$450.00 ea
Morris-Union Jointure Commission	Occupational Therapy Sessions 1 session = 30 minutes	\$122.50/session
NJ Commission for the Blind and Visually Impaired	Education Services for Students Level 1 Level 2 Level 3 Level 4	\$1,750.00 \$4,200.00 \$11,750.00 \$13,325.00
New Jersey Dept. Of Education Specialized Child Study Team	Speech-Language Eval. Psychological Eval. Educational Eval. Staffing	\$400.00 ea \$400.00 ea \$400.00 ea \$150.00 ea
Occupational Therapy Consultants @ Midland School	OT/PT Services - Session = 40 min Evaluations	\$82.00/session \$375.00 ea
Orvos, Lisa	Behavioral Consultant	\$125.00/hour

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Pediatric Workshop Cynthia Argiro	<u>Physical Therapy</u> 20 minute session 40 minute session Evaluation	\$45.00 \$83.00 \$285.00
Penta Hearing Care	Complete Audiological Evaluations (2 appts) Complete Auditory Evaluations	\$543.00 ea \$240.00 ea
Princeton Mental Health Dr. Saranga Bhalla	Psychiatric Evaluations	\$550.00 ea
Professional Education Services	Home Instruction	\$56.71
Silvergate Prep	Bedside Instruction	\$50.00/hour
Tiny Tots Therapy, Inc.	OT/PT Services: In District Out of District At Home Services OT/PT Evaluations: In District Out of District Speech Services: In District Out of District At Home Services Speech Evaluations: In District Out of District	\$80.00/hour \$95.00/hour \$110.00/hour \$265.00 each \$300.00 each \$85.00/hour \$110.00/hour \$125.00/hour \$275.00 ea \$375.00 ea
Union County ESC	Medical/Bedside Instruction	\$68.00/hour
University Medical Center of Princeton at Plainsboro Mindi Klein, MSPT	Physical Therapy - visit - 30 minute session	\$89.00/visit
Valley Medical Services Dr. Lisa Nalven Dr. Santiago Marivic	Neurodevelopmental Evaluations	\$675.00 ea
Vista Rehab	PT Therapy 1 hr / 45 min ST Therapy 1 hr / 45 min OT Therapy 1 hr / 45 min PT/ST/OT Evaluations	\$105 / \$95 \$105 / \$95 \$105 / \$95 \$400

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 May 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 May 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 May 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 May 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 May – approve the monthly bills as follows:

General Operating
Food Service

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

3.7 Approval to Issue Checks – authorize the School Business Administrator to issue checks dated June 30, 2014 to be subsequently ratified by the Board of Education at its meeting of July 22, 2014.

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

<u>Account</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
Food Service	5276	09/12/12	\$4.50
General	32909	08/28/12	\$13.21
General	33117	09/19/12	\$55.00
General	34435	01/23/13	\$314.24
General	34549	01/22/13	\$442.00
General	35367	03/22/13	\$225.00
General	36198	06/26/13	\$442.00

General	36301	06/26/13	\$442.00
General	36343	06/26/13	\$442.00
General	36391	06/26/13	\$884.00
General	36504	06/26/13	\$18.91
General	36615	06/26/13	\$19.22
General	36670	06/30/13	\$42.41
Payroll	94659	05/24/12	\$1,879.04
Payroll	107992	03/01/13	\$55.61
Payroll	110902	04/30/13	\$1,411.18
Payroll	113674	06/21/13	\$139.05
Summer Enrichment	185	05/23/13	\$300.00

- 3.9 Authorization for Change Orders - approve authorization to the operations and facilities committee during the summer months of construction to approve change orders on facility projects in between board meetings capped at a limit of 2.5% of the base contract for the contractor for each change order with ratification to occur by the board of education at the subsequent business meeting.

- 3.10 Resolution for Participation in Coordinated Transportation for the 2014-15 School Year – approve the following resolution:

WHEREAS, the Montgomery Township Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Middlesex Regional Educational Services Commission, hereinafter referred to as the MRESC, offers coordinated transportation services; and

WHEREAS, the MRESC will organize and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus an administration fee of 2% or 4% for member districts, or of 6% for non-member districts, as presented to the Montgomery Township Board of Education as calculated by the billing formula adopted by the MRESC's Board of Education. Said formula shall be based on a route cost divided by the number of students allocated to each participating district. The total amount to be charged to districts will be adjusted based on actual costs.

- I. The MRESC will provide the following services:
 - a. Routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
 - b. Monthly billing and invoices;
 - c. Computer print-outs of student lists for all routes coordinated by MRESC;

- d. All necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
- e. Constant review and revision of routes;
- f. Provide transportation within three days or sooner after receipt of the formal written request; and

It is further agreed that the Montgomery Township Board of Education will provide the MRESC with the following:

- a. Requests for special transportation on approved forms to be provided by the MRESC, completed in full and signed by previously authorized district personnel;
 - b. Withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;
- II. Additional Cost – all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district. All such costs must first be approved by the Montgomery Township Board of Education.
- III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2014 and June 30, 2015.
- IV. Entire Agreement – this agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.
- 3.11 Receipt and Award of Bid – Fall Athletic Awards, Equipment, Supplies and Uniforms for the Montgomery Township School District (Bid #B15-06) – Bids were received on June 3, 2014 for fall athletic awards, equipment, supplies and uniforms for the Montgomery Township School District as follows:

Vendor

Base Bid

It is recommended that the Board of Education award Bid #B15-06 for fall athletic awards, equipment, supplies and uniforms for the Montgomery Township School District as follows:

Vendor

Total Bids Awarded

\$

- 3.12 Approval for the Removal and Installation of Carpet for the Montgomery Township Board of Education – approve the removal and installation of carpet for the Montgomery Township Board of Education’s district buildings entered into on behalf of the Middlesex

Regional Educational Services Commission Cooperative Pricing System
#65MCESCCPS, Commercial Carpet & Related Products Bid #MRESC 12/13-10.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Total</u>
Direct Flooring Flemington, NJ	Carpet Bid, Bid #MRESC 12/13-10	\$67,294.52

- 3.13 Approval for the Removal and Installation of Tile Flooring for the Montgomery Township Board of Education – approve the removal and installation of tile flooring for the Montgomery Township Board of Education’s district buildings entered into on behalf of the Middlesex Regional Educational Services Commission Cooperative Pricing System #65MCESCCPS, Commercial Carpet & Related Products Bid #MRESC 12/13-11.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Total</u>
Direct Flooring Flemington, NJ	Flooring Bid, Bid #MRESC 12/13-11	\$12,306.90

- 3.14 Receipt and Award of Quote – Fencing Projects for the Montgomery Township School District (Quote #15-10) – Quotes were received for various fencing projects for the Montgomery Township School District as follows:

<u>Vendor</u>	<u>Base Bid</u>
York Fence Co. Hillsborough, NJ	\$32,940.00
Herdt Fencing, Inc. Crosswicks, NJ	\$42,391.00

It is recommended that the Board of Education award Quote #Q15-10 for various fencing projects for the Montgomery Township School District as follows:

<u>Vendor</u>	
York Fence Co. Hillsborough, NJ	\$32,940.00

- 3.15 Approval of Weather Services 2014-15 School Year – approve Weatherworks services for the 2014-15 school year in the amount of \$595.

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