

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

**Meeting, Tuesday, August 16, 2016  
7:00 p.m. Executive Session  
5:00 p.m. Public Session  
Board Office Large Conference Room**

**WORKSHOP AND BUSINESS MEETING A G E N D A**

OPENING OF THE MEETING

Call to Order - Board President

Statement of Open Meeting and Public Participation - In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing notice of the meeting on January 7, 2016 and August 12, 2016. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Postings, PTSA Officers, Courier News, Princeton Packet, Trenton Times, and The Star Ledger.

The Board reserves the right to enter into Executive Session during all meetings of the Board of Education.

This meeting is being tape-recorded for the purpose of Board review and future reference and to assist in the preparation of minutes.

It is the School Board's intention to conclude this meeting no later than 10:00 p.m.

SALUTE THE FLAG

ROLL CALL

BOARD SELF-EVALUATION

PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Board Self-Evaluation** for a maximum of five (5) minutes during this period of the meeting.

EXECUTIVE SESSION

It is recommended that the Board convene in Executive Session for the purpose of discussing items related to personnel and harassment, intimidation, and bullying incidents. When the need for confidentiality no longer exists, the matters will be disclosed to the public.

RECONVENE IN OPEN SESSION

COMMITTEE/REPRESENTATIVE REPORTS

### Representative Reports

- Student Representative Report
- MTEA Report
- Board Member Delegate/Representative Reports  
(SCSBA, PTSA, MAC, Legislative, NJSBA, Ed. Services Commission, etc.)

### Board Committee Reports

- Assessment, Curriculum and Instruction Committee Report
- Operations, Facilities and Finance Committee Report
- Human Resources and Negotiations Committee Report
- Policy Committee Report
- Communications Committee Report
- President's Report

BOARD/PUBLIC COMMENTS – Members of the public are allotted one opportunity to address the Board regarding **Board Committee, Representative Reports or any other business** for a maximum of five (5) minutes during this period of the meeting.

APPROVAL OF MINUTES – It is recommended that the Board approve the minutes of the following Board Meeting(s):

1. July 19, 2016 Executive Session Meeting
2. July 19, 2016 Workshop and Business Meeting

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

1. Email dated 7/20/16 from A. Wirsul regarding student parking
2. Email dated 7/30/16 from T. Lee regarding school calendar
3. Email dated 8/3/16 from S. Bhattacharya regarding transportation

### SUPERINTENDENT'S REPORT

#### **ACTION AGENDA**

#### PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Superintendent's Report and Action Agenda** for a maximum of five (5) minutes during this period of the meeting.

#### **1.0 ADMINISTRATIVE**

The Superintendent recommends that the Board of Education approve the administrative items as follows:

- 1.1 2016-2017 District Goals – Approve the following District Goals for the 2016-2017 school year:

- Goal 1: Growth in Achievement for All Students
- Goal 2: Cultivating a Culture that Emphasizes Student Resilience, Perseverance, Self-Awareness, and Growth
- Goal 3: Planning for Growth While Employing Fiscal Responsibility
- Goal 4: Develop Three-to-Five Year Strategic Plan for District

1.2 Professional Development Plan Fiscal Impact - In accordance with the 2016-2017 district goals, the Board hereby approves the District’s Professional Development Plan Fiscal Impact in the amount of \$258,409, as presented and approved in the District’s Annual Budget.

**2.0 CURRICULUM & INSTRUCTION**

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

2.1 FY2017 NCLB, Title I, Title IIA, Title III and Title III-Immigrant Grant Application – Approve submission of the proposed program plan and budget for the ESEA/NCLB FY2017 in the amount of:

Title I	\$134,816
Title IIA	\$ 43,249
Title III	\$ 18,373
Title III-Immigrant	\$ 20,918

2.2 Out-of-District Placements 2016-2017

Approve the following Out-of-District placements for the 2016/2017 school year.

Pupil ID	School	Dates	TUITION		Total for Year
			ESY	RSY	
102328	Hunterdon Preparatory School	7/13/16-6/16/17	\$6,357.50	\$45,774.00	\$52,131.50
158805	Somerset County Education Services Commission	7/5/16-8/15/16	\$5,875.00		\$5,875.00
102313	Children’s Day School	7/11/16-6/16/17	\$6,115.20	\$36,691.20	\$42,806.40
181471	Grove School	7/1/16-6/30/17			\$75,099.96
181939	Eden Autism School-Extended Day	7/5/16-6/21/17	\$798.00	\$8,778.00	\$9,576.00
102438	Newgrange School ½ days	9/6/16-6/21/17		\$27,856.68	\$27,856.68

2.3 Consultant Approvals - 2016/2017:

Approve the following consultants for the 2016/2017 school year.

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
Embrace Kids Foundation	Bedside Instruction	\$45.00/hour
Douglass Developmental Disabilities Center	Psycho-Educational Evaluations: Complete Evaluation Psychological Speech Educational Evaluation @ School (travel time) Call-Back meeting @ School Only Function Behavior Assessment Additional Follow-Up Meeting + travel School Based: Consult to School District BCBA Consultant + travel Consultant + travel Behavioral Observation Program Evaluation (school or home) Program Evaluation (school + home) Workshop - Full Day (6 hours) Workshop - Half Day (3 hours) Home Based: BCBA Program Coordinator Program Coordinator Consultant/Tutor Speech Parent Training - BCBA + travel Parent Training - Program Coordinator + travel	\$3,200.00 \$1,200.00 \$1,000.00 \$1,000.00 \$150.00/hour \$250.00/hour \$2,800.00/each \$200.00/hour \$160.00/hour \$150.00/hour \$1900.00/each \$2,500.00/each \$2,800.00/each \$1,550.00/each \$800.00/each \$100.00/hour \$95.00/hour \$65.00/hour \$150.00/hour \$160.00/hour \$150.00/hour
Robert Wood Johnson University Hospital	Medical Bedside Instruction	\$47.00/hour
MDW Educational Services, LLC	Educational services for visually impaired	\$120.00/hour

2.4 FY2017 IDEA Grant – Accept and approve the funding allocation and submissions of the FY2017 IDEA Grant in the following amounts:

Basic	\$821,282.00
PreSchool	\$23,825.00

2.5 Out-of-District Tuition Student Acceptance – Accept A.J. as a 7<sup>th</sup> grade student at Montgomery Upper Middle School for the 2016-2017 school year at the Board approved tuition rate.

2.6 Donation Acceptance – Accept the donation of \$6,000.00 from Bristol-Myer Squibb to Montgomery High School Robotics Team 1403.

**3.0 FINANCE**

The Superintendent recommends that the Board of Education approve the finance agenda as follows:

3.1 Financial Reports - As prepared by the School Business Administrator and Treasurer of School Moneys which are in agreement, and presented by the Superintendent, approve the following reports as of July 31, 2016:

- Board Secretary’s Report
- Treasurer’s Report
- Investment Report
- Food Services Report

3.2 Ratification of Transfers - ratify the transfer of funds among the general, special revenue and capital projects funds’ line items as of July 31, 2016

3.3 Receipt of Certification from Board Secretary - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Annette M. Wells, certify that as of July 31, 2016 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A:23-2.12 (a).

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

3.4 Certification of Board of Education - Pursuant to NJAC 6A:23-2-12 (c) 4, we certify that as of July 31, 2016 after review of the Board Secretary's and Treasurer’s monthly financial reports, in the minutes of the board each month that no major account or fund has been over expended in violation of NJAC 6A:23-2.12 (b).

3.5 Approval of Monthly Bills for August – approve the monthly bills as follows:

General Operating	\$4,903,393.77
Food Services	\$563.40

3.6 Travel Reimbursement – 2016/2017 – approve the Board member and/or staff conference and travel expenses as per the attached list.

3.7 Approval for “Share911.com” –approve the “Share911.com” system entered into on behalf of the Educational Services Commission of New Jersey Cooperative Pricing System #65MCESCCPS, “Share911.com” Bid #MRESC 15/16-80.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Total</u>
OnScene Technologies, Inc. Ramsey, NJ	“Share 911.com” Bid #MRESC 15/16-80	\$18,000.00

3.8 Receipt/Award of Quote – 2016 Ford F250 Regular Cab 4 X 4 Pickup Truck (Q17-24) –  
Quotes were received for a 2016 Ford F250 Regular Cab 4 X 4 Pickup Truck as follows:

<u>Vendor</u>	<u>Base Bid</u>
Ditschman/Flemington Ford Flemington, NJ	\$35,138.50
Flemington Buick, Chevrolet, GMC & Cadillac Flemington, NJ	\$40,166.00

It is recommended that the Board of Education award quote Q17-24 for a 2016 Ford F250 Regular Cab 4 X 4 Pickup Truck as follows:

<u>Vendor</u>	<u>Base Bid</u>
Ditschman/Flemington Ford Flemington, NJ	\$35,138.50

3.9 Approval for the Purchase of Managed Print Services and Equipment – approve the purchase of managed print services and equipment entered into on behalf of the State of the Division of Purchase and Property pursuant to N.J.S.A. 18A:18A-10 under the New Jersey State Contract Title, GSA/FSS Reprographics Schedule Use (#T-2075):

<u>Vendor</u>	<u>State Contract #</u>	<u>Total</u>
Xerox Corporation c/o Stewart Business Systems Burlington Twp., NJ	#51145	\$23,304.00

3.10 Approval for the Purchase of Managed Print Services and Equipment – approve the purchase of managed print services and equipment entered into on behalf of the State of the Division of Purchase and Property pursuant to N.J.S.A. 18A:18A-10 under the New Jersey State Contract Title, Copiers, Maint., and Supplies (#G-2075):

<u>Vendor</u>	<u>State Contract #</u>	<u>Total</u>
Xerox Corporation c/o Stewart Business Systems Burlington Twp., NJ	#40469	\$32,484.00

3.11 Receipt/Award of Quote – Purchase of Cafeteria Appliances for the Montgomery High School (Q17-29) – Quotes were received for cafeteria appliances for the Montgomery High School as follows:

<u>Vendor</u>	<u>Base Bid</u>
Automatic Ice Maker Co., Inc. Middlesex, NJ	\$38,845.00
JWJ Restaurant Equipment Outlet Middlesex, NJ	\$41,540.00

It is recommended that the Board of Education award quote Q17-29 for cafeteria appliances for the Montgomery High School as follows:

<u>Vendor</u>	
Automatic Ice Maker Co., Inc. Middlesex, NJ	\$38,845.00

- 3.12 Approval of Security Benefit 403(b) Retirement Plan – approve the following resolution regarding the 403(b) retirement plan:

RESOLVED, that the Board approve the appointment of Security Benefit, to provide to district's employees a 403(b) retirement plan offering in accordance with district policy 6520 Payroll Deductions.

- 3.13 Approval of change order- approve the following change order:

Contract:	Kitchen Piping Repairs at the Upper Middle School
Contractor:	Tri-Form Construction, Inc.
Change Order Number:	002
Change Order Amount:	Material not to exceed \$311.84

Description: Additional materials necessary to address the existing floor sink conditions follows:

- Supply and install a new floor sink and associated pipe and fittings for the three bay sink

- 3.14 Approval of change order - approve the following change order:

Contract:	Kitchen Piping Repairs at the Upper Middle School
Contractor:	Tri-Form Construction, Inc.
Change Order Number:	003
Change Order Amount:	Time and Material not to exceed \$1,391.25

Description: Additional labor and materials necessary to address the condition of the remaining existing pipe as follows:

- Insert a camera at the point where the remaining existing pipe extends out to the sewer line
- Insert a camera where the remaining existing pipe extends upstream into the building
- Provide recommendations for future repairs
- This change order will add one day to the original project completion date

- 3.15 Approval of ECRA Group, Inc. – approve the following resolution:

WHEREAS, the Montgomery Township Board of Education (hereinafter referred to as the "Board") desires to retain the professional services of ECRA Group, Inc. (hereinafter referred to as "ECRA") to provide research, evaluation, and strategic planning services to

the Montgomery Township School District (hereinafter referred to as “Strategic Planning Services”); and

WHEREAS, pursuant to N.J.S.A. 18A:18A-5, the awarding of contracts for the provision of extraordinary unspecifiable services are exempt from the bidding requirements of the Public School Contract Law; and

WHEREAS, the Board solicited competitive quotations for the Strategic Planning Services and received three (3) quotations; and

WHEREAS, the quotation submitted by ECRA is advantageous to the Board, price and other factors considered; and

WHEREAS, based upon its experience, ECRA is prepared to and desires to furnish research, evaluation, and strategic planning services to the Board; and

WHEREAS, the Board is desirous of awarding the contract to ECRA.

NOW, THEREFORE, BE IT RESOLVED that a contract is hereby awarded to ECRA Group, Inc. to provide research, evaluation, and strategic planning services for the following reasons:

1. ECRA possesses the necessary experience, resources and qualifications;
2. The fee structure proposed by ECRA is advantageous to the Board, price and other factors considered; and
3. The reputation and responsibility of ECRA are satisfactory.

BE IT RESOLVED that the terms, stipulations and conditions as set forth in the Agreement between the Board and ECRA, which is annexed to this Resolution, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Agreement and any other documents necessary to effectuate the terms of this Resolution. A Notice of Award should be posted in the Board’s official newspaper.

#### **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**