

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Skillman, New Jersey 08558

Meeting, Tuesday, May 24, 2016
6:30 p.m. Executive Session
7:30 p.m. Public Session
Upper Middle School Media Center

AGENDA FOR REGULAR BUSINESS MEETING

2015-2016 District Goals

Goal 1: To review, evaluate and assess current programs and staffing structures to determine gaps/needs. Raise academic performance of all demographics and results should compare favorably against similar districts year after year. Special focus on the MHS Science department, where a measurement of student achievement will be developed in 2015 and used every year to measure positive progress.

Goal 2: To identify and implement social emotional learning programming to be addressed district wide through the counseling programs. Specifically, implement evidence based social and emotional learning programs with the aim to prevent bullying, discipline problems and improving school climate (and stress) for all children.

Goal 3: To identify and effectively utilize specific communication practices with students, parents, staff and community members that are timely, accessible, and consistent in message. Administer a district-wide communications survey and compare the results with the Spring 2013 results.

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 7, 2016 and May 18, 2016. 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, harassment, intimidation and bullying incidents and special education litigation. 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. April 12, 2016 Executive Session Meeting
2. April 12, 2016 Workshop and Business Meeting
3. April 16, 2016 Special Meeting
4. April 26, 2016 Executive Session Meeting
5. April 26, 2016 Organization of Business and Academic Affairs and Business Meeting

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

1. Email dated 4/22/16 from NJAEP regarding invitation to Governor's Awards

SUPERINTENDENT'S REPORT

- Montgomery High School Robotics Team
- Board Recognition
- District Goals Update
- Memorial Day Recognition

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.

EXECUTIVE SESSION

It is recommended that the Board convene in Executive Session for the purpose of discussing special education litigation. When the need for confidentiality no longer exists, the matters will be disclosed to the public.

ACTION AGENDA

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 reports:

1. Student Control Report
2. Harassment, Intimidation and Bullying (HIB) Report
3. Teacher Absence Report
4. Fire/Security Drill Report

1.2 Policy Review – Adopt the following policies as reviewed:

- 1140 Affirmative Action Program
- 3280 Liability for Pupil Welfare

1.3 Policy First Reading – Accept the following policies and regulations as a first reading:

- 3281 Inappropriate Staff Conduct (Teaching Staff)
- 4281 Inappropriate Staff Conduct (Support Staff)

2.0 CURRICULUM & INSTRUCTION

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

2.1 District 2016-2017 Fiscal Impact Report – Approve the 2016-2017 Fiscal Impact Report that is a component of our district teacher mentoring program for provisional teachers.

2.2 Out-of-District Placements – 2015/2016 as follows:

Approve the following Out-of-District placements for the 2015/16 school year.

Pupil ID	School	TUITION			
		Dates	ESY	RSY	Total for Year
104363	Rock Brook School	4/11/16-6/21/16		\$15,709.89	\$15,709.89

2.3 Consultant Approvals 2015/2016 –

Approve the following consultants for the 2015/16 school year.

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Hunterdon Medical Center Speech & Hearing Center	Comprehensive Audio Tympanometry & Acoustic Central Auditory Processing initial 1st hr Additional Central Auditory Processing (\$91.00/15 min internals x 4) OAE Comprehensive Complete Battery of Tests	\$163.00/each \$229.00/each \$542.00/each \$364.00/each \$268.00/each \$1566.00/Battery
Speech & Hearing Associates	Central Auditory Process Evaluation w/report* Comprehensive Peripheral Audiological Eval w/report Hearing Aid Evaluation w/report* Speech-Language w/report Bilingual Speech-Language Eval w/report Language Processing Evaluation w/report Speech-Language Therapy, per session AAC Evaluation In-School Consultation *Includes Comprehensive Peripheral Audiological Evaluation"	\$550.00/Eval \$250.00/Eval \$375.00/Eval \$550.00/Eval \$650.00/Eval \$750.00/Eval \$85.00/30 minutes \$150.00/1 hour \$750.00/Eval \$150.00/hour
Team Life	AED Training for District Code Blue Team June 6 & 9 @ MHS	\$4,050.00
Christian Smith	Provide five days assistance in instrumental music placements for current 3 rd grade student and develop appropriate instrumentation for 4 th grade bands. Work will be completed by June 15, 2016.	\$500.00

2.4 Consultant Approvals 2016/2017 –

Approve the following consultants for the 2016/17 school year.

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Dr. Chloe Bland United Way of Northern New Jersey	Provide two hour Workshop on <i>Microaggressions in the Classroom</i> to district administrators on July 12, 2016.	\$600.00

2.5 Out-of-District Placements – 2016-2017 as follows:

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

Pupil ID	School	TUITION			
		Dates	ESY	RSY	Total for Year
101538	The Rugby School	7/11/16-6/30/17	\$11,088.90	\$67,642.29	\$78,731.19

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 April 30, 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 April 30, 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 April 30, 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 April 30, 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 May – approve the monthly bills as follows:

General Operating	\$6,856,230.69
Food Service	\$ 170,855.99

3.6 Travel Reimbursement – 2015/2016 and 2016/2017 – approve the Board member and/or staff conference and travel expenses as per the attached list.

- 3.7 Appointment of Professional Service – approve the appointment of Phoenix Advisors as Financial Advisor for Continuing Disclosure Agent services for \$850 for all-inclusive services.
- 3.8 Schedule for Requisition of Taxes - approve the schedule for requisition of taxes from Montgomery Township for the 2016-2017 school year.

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION
TAX LEVY SCHEDULE FOR 2016-2017
MONTGOMERY TOWNSHIP**

	General Fund	Debt Service	Total
1-Jul-16	\$5,973,367.80	\$1,730,500.50	\$7,703,868.30
1-Aug-16	\$5,973,367.80	\$1,730,500.50	\$7,703,868.30
1-Sep-16	\$5,777,901.23		\$5,777,901.23
3-Oct-16	\$5,777,901.23		\$5,777,901.23
1-Nov-16	\$5,777,901.22		\$5,777,901.22
1-Dec-16	\$5,777,901.22		\$5,777,901.22
TOTAL 2016	\$35,058,340.50	\$3,461,001.00	\$38,519,341.50
3-Jan-17	\$5,843,056.75	\$1,153,667.00	\$6,996,723.75
1-Feb-17	\$5,843,056.75	\$1,153,667.00	\$6,996,723.75
1-Mar-17	\$5,843,056.75	\$1,153,667.00	\$6,996,723.75
3-Apr-17	\$5,843,056.75		\$5,843,056.75
1-May-17	\$5,843,056.75		\$5,843,056.75
1-Jun-17	\$5,843,056.75		\$5,843,056.75
TOTAL 2017	\$35,058,340.50	\$3,461,001.00	\$38,519,341.50
TOTAL LEVY	\$70,116,681.00	\$6,922,002.00	\$77,038,683.00

- 3.9 Schedule for Requisition of Taxes - approve the schedule for requisition of taxes from Borough of Rocky Hill for the 2016-2017 school year.

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION
TAX LEVY SCHEDULE FOR 2016-2017
ROCKY HILL**

	General Fund	Debt Service	Total
1-Jul-16	\$169,769.00	\$14,260.00	\$184,029.00
1-Aug-16	\$184,029.00		\$184,029.00
1-Sep-16	\$138,022.75		\$138,022.75
3-Oct-16	\$138,021.75		\$138,021.75
1-Nov-16	\$138,021.75		\$138,021.75
1-Dec-16	\$138,021.75		\$138,021.75
TOTAL 2016	\$905,886.00	\$14,260.00	\$920,146.00
3-Jan-17	\$150,981.00	\$14,259.00	\$165,240.00
1-Feb-17	\$150,981.00		\$150,981.00
1-Mar-17	\$150,981.00		\$150,981.00
3-Apr-17	\$150,981.00		\$150,981.00
1-May-17	\$150,981.00		\$150,981.00
1-Jun-17	\$150,981.00		\$150,981.00
TOTAL 2017	\$905,886.00	\$14,259.00	\$920,145.00
TOTAL LEVY	\$1,811,772.00	\$28,519.00	\$1,840,291.00

- 3.10 Approval of Fees for the 2016-17 School Year – approve the following fees for the 2016-17 school year:

- High School student parking fee -- \$200
- Student Activity Participation Fee at the High School and Upper Middle School for those students participating in athletics and clubs -- \$100 per student with a \$200 family cap
- High School football games – Adults \$5, Students \$2
- High School basketball games – Adults \$4, Students \$2
- High School wrestling matches – Adults \$4, Students \$2
- High School fall play – Adults \$6, Students \$5
- High School spring musical – Adults \$8, students \$7
- Upper Middle School spring musical – Adults \$10, Students \$5

3.11 Resolution to Renew Insurance Broker of Record/Consultant as Extraordinary Unspecifiable Service (EUS)

Approve the renewal of Brown and Brown Benefit Advisors as the Board's group insurance broker of record for all medical, prescription, dental and disability insurance programs as an Extraordinary Unspecifiable Service for the 2016-17 school year and as Consultant as Program Manager for Medical Coverage for the school employee health benefits program effective July 1, 2016 at a monthly fee of \$4,000.

3.12 Resolution to Renew Insurance Brokers of Record as Extraordinary Unspecifiable Service (EUS)

Approve the renewal of CBIZ Insurance Services/Brown and Brown Benefits Advisors as the Board's insurance broker of record for all property and casualty insurance programs as an Extraordinary Unspecifiable Service for the 2016-17 school year.

3.13 Renewal of Contract/Custodial Services for the Lower Montgomery Middle School (Bid #B15-05) – renew for the 2016-2017 school year the following bid: B15-05 of 2014-2015, awarded on May 27, 2014 and renewed on April 28, 2015 in accordance with N.J.S.A. 18A:18A-42.

Vendor

All Clean Building Service, Inc.
Lawrenceville, NJ

July 1, 2016 – June 30, 2017

9/1/16-6/30/17 7/1/16-8/31/16

Day & Evening

Summer

Cleaning

Cleaning

\$148,740.00

\$18,090.00

Extra Services and Charge Back Hourly Rates:

	Hourly Rate	Overtime Rate Saturday/Sunday
Daytime Shift Supervisor	\$28.14	\$38.19
Nighttime Shift Supervisor	\$28.14	\$38.19
Daytime Worker	\$25.13	\$35.18
Nighttime Worker	\$25.13	\$35.18

The renewal is at a .5% increase to the Board of Education.

3.14 Approval for the Purchase of Two (2) 54 Passenger School Busses – approve the purchase of one two (2) 54 Passenger School Busses, entered into on behalf of the Middlesex Regional Educational Services Commission Cooperative Pricing System #65MCESCCPS, School Bus Bid # MRESC 15/16-37.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Bus Description</u>	<u>Total</u>
Truck King International Sales & Service, Inc. Newark, NJ	School Bus, Bid #MRESC 15/16-37	54 Passenger	\$187,332.58

- 3.15 Approval for the Purchase of One (1) 10 Passenger/3 Wheelchair Accessible School Bus – approve the purchase of one (1) 10 Passenger/3 Wheelchair Accessible School Bus entered into on behalf of the Middlesex Regional Educational Services Commission Cooperative Pricing System #65MCESCCPS, School Bus Bid # MRESC 15/16-37.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Bus Description</u>	<u>Total</u>
Van-Con, Inc. Middlesex, NJ	School Bus, Bid #MRESC 15/16-37	10 Passenger / 3 Wheelchair Accessible School Bus	\$62,112.03

- 3.16 Approval for the Purchase of One (1) 24 Passenger School Bus-Type B – approve the purchase of one (1) 24 Passenger School Bus-Type B entered into on behalf of the Middlesex Regional Educational Services Commission Cooperative Pricing System #65MCESCCPS, School Bus Bid # MRESC 15/16-37.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Bus Description</u>	<u>Total</u>
Wolffington Body Company, Inc.	School Bus, Bid #MRESC 15/16-37	24 Passenger School Bus- Type B	\$62,825.60

- 3.17 Approval to Provide Transportation for the Montgomery Township Recreation Department – approve to provide transportation for the Montgomery Township Recreation Department summer Rec-N-Crew program to various locations in New Jersey and Pennsylvania between June 29 – August 3 at a rate of \$45/hour.

- 3.18 Settlement Agreement– Approve the following resolution pertaining to a special education settlement agreement:

BE IT RESOLVED by the Montgomery Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the Parents of a student whose name is on file in the Superintendent’s office, and which Agreement is located in the student’s file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release and any other documents necessary to effectuate the settlement.

- 3.19 Approval for the Repair of Terrazzo Floors at Orchard Hill Elementary School – approve the repair of terrazzo floors at Orchard Hill Elementary School entered into on behalf of the Middlesex Regional Educational Services Commission Cooperative Pricing System #65MCESCCPS, Commercial Flooring & Related Services Bid #MRESC 14/15-64.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Total</u>
Direct Flooring Flemington, NJ	Flooring and Related Services, Bid #MRESC 14/15-64	\$14,017.56

- 3.20 Approval for the Removal of Carpet/Tile and Installation of Carpet/Tile Flooring at the Orchard Hill and Village Elementary Schools – approve the removal of carpet/tile and installation of carpet/tile flooring for the Orchard Hill and Village Elementary School entered into on behalf of the Middlesex Regional Educational Services Commission Cooperative Pricing System #65MCESCCPS, Commercial Carpet & Related Products Bid #MRESC 14/15-79.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Total</u>
Direct Flooring Flemington, NJ	Carpet and Related Services, Bid #MRESC 14/15-79	\$22,668.66

- 3.21 Approval for the Purchase of District Technology Equipment and Supplies – approve the purchase of software and licenses, laptops, desktops, tough books, chromebooks, and other miscellaneous technology supplies entered into on behalf of the Middlesex Regional Educational Services Commission Cooperative Pricing System #65MCESCCPS, Technology Supplies Bid # MRESC 15/16-11.

<u>Vendor</u>	<u>Contract Title and MRESC Contract #</u>	<u>Total</u>
CDW-G Vernon Hills, IL	Technology Supplies Bid # MRESC 15/16-11	\$405,798.47

- 3.22 Frontline Technologies Renewal – Approve the annual license renewal for Aesop and MLP Oasys/Danielson teacher evaluation model at a cost of \$33,788.50 for the 2016-2017 school year.

- 3.23 Approve the Following Resolution Authorizing an Agreement with Hunterdon County Educational Services Commission:

WHEREAS, N.J.S.A. 18A:18A-11 authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on May 24, 2016 the governing body of the Montgomery Township Board of Education, County of Somerset, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Montgomery Township Board of Education

Pursuant to the provisions of N.J.S.A. 18A:18A-11, the School Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

The Lead Agency shall be responsible for complying with the provisions of the Public Schools Contracts Law (N.J.S.A. 18A:18A-11 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

3.24 Approve the Following Resolution for the Purchase of Proprietary Apple Products through Hunterdon County Educational Services Commission:

WHEREAS, the Hunterdon County Educational Services Commission (“HCESC”), as Lead Agency for the HCESC cooperative pricing system (system identifier 34HUNCCP), has awarded a contract for proprietary Apple technology products (bid number HCESC-TEC-16-01), effective March 25, 2016 following the public solicitation of sealed bids pursuant to N.J.S.A. 18A:18A-15, N.J.S.A. 40A:11-13 and N.J.A.C. 5:34-9.1; and

WHEREAS, the Montgomery Township Board of Education is a member of the HCESC cooperative pricing system and is authorized to make purchases from contracts awarded by the HCESC pursuant to N.J.A.C. 5:34-7.1 et seq.; and

WHEREAS, the Apple technology products covered by the HCESC contract sought by the Montgomery Township Board of Education are of such a specialized nature that only such products will meet the needs of the Montgomery Township Board of Education; and

WHEREAS, the Montgomery Township Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products were used to supplement the existing technology; and

WHEREAS, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the Montgomery Township Board of Education or an unsupportable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws;

NOW, THEREFORE, BE IT RESOLVED that the Montgomery Township Board of Education hereby authorizes the purchase of proprietary Apple technology products through HCESC Contract (HCESC-TEC-16-01) from *Apple, Inc. 5505 W. Parmer Lane, MS 578-ROA Austin, TX 78727-6524*, for the following items:

iMac	iPad Air	Memory
Mac mini	iPad mini	Input Devices
MacBook	iPad Pro	Cases & Covers
MacBook Air	Displays	Protection Plans
MackBook Pro	Mac Pro	

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