

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

**Meeting, Tuesday, March 28, 2017**  
**6:45 p.m. Executive Session**  
**7:30 p.m. Public Session**  
**Upper Middle School Media Center**

**AGENDA FOR REGULAR BUSINESS MEETING**

2016-2017 District Goals

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

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 6, 2017 and March 24, 2017. 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 a parent appeal on a student disciplinary matter, items related to personnel, negotiations, 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 – 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. February 14, 2017 Executive Session Meeting
2. February 14, 2017 Workshop and Business Meeting
3. February 22, 2017 Special Meeting
4. February 23, 2017 Special Meeting
5. February 28, 2017 Executive Session Meeting
6. February 28, 2017 Business Meeting

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

1. Email dated 3/6/17 from C. Petrane regarding Education Foundation
2. Email dated 3/17/17 from K. Haule regarding science
3. Email dated 3/17/17 from J. Barth regarding science
4. Email dated 3/17/17 from N. Desai regarding science
5. Email dated 3/17/17 from J. Lu regarding science
6. Email dated 3/18/17 from A. Yang regarding science
7. Email dated 3/18/17 from S. Tallavajhala regarding science
8. Email dated 3/19/17 from G. Anithanam regarding science
9. Email dated 3/20/17 from D. Yang regarding science
10. Email dated 3/20/17 from J. McNulty regarding science
11. Email dated 3/20/17 from C. Merkel regarding science
12. Email dated 3/21/17 from M. Lister regarding March BOE meeting
13. Email dated 3/22/17 from N. Avish regarding science

SUPERINTENDENT'S REPORT

- Student Presentation – Hackathon, April 22, 2017
- Harassment, Intimidation & Bullying – Investigations, Trainings and Programs
- Violence and Vandalism Report – Report Period 1

## 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.

## 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:

- a. Student Control Report
- b. Harassment, Intimidation and Bullying (HIB) Report
- c. EVVRS Report – Report Period 1 – September – December 2016
- d. Fire/Security Drill Report

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

- |          |  |
|----------|--|
| 2460     | Special Education  |
| 2460R    | Special Education  |
| 2460.1R  | Special Education – Location, Identification, and Referral                                   |
| 2460.8R  | Special Education – Free and Appropriate Public Education                                    |
| 2460.9R  | Special Education – Transition From Early Intervention Programs to<br>Preschool Programs     |
| 2460.15R | Special Education – In-Service Training Needs for Professional and<br>Paraprofessional Staff |
| 2460.16R | Special Education – Instructional Material to Blind or Print-Disabled<br>Pupils              |
| 2467     | Surrogate Parents and Foster Parents   |

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

- |         |   |
|---------|---|
| 2415.30 | Title I - Educational Stability for Children in Foster Care |
|---------|---|

### **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 2016-2017

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

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
102313	Children's Day School	Withdrawn as of 3/1/17		- \$13,249.60	-\$13,249.60
102693	Rugby School	Withdrawn as of 2/17/17		- \$31,048.92	-\$31,048.92
101538	Rugby School	Withdrawn as of 2/17/17		- \$31,048.92	-\$31,048.92
000383	New Hope Academy	2/27/17		\$16,814.28	\$16,814.28

## 2.2 Consultant Approvals 2016/2017

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

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Rutgers UBHC Child & Adolescent Inpatient Unit	Bedside Instruction	\$65.00
Project U.S.E. (Urban Suburban Environments)	One day PD to train Gr. 9-12 HPE teachers on challenge course in April, 2017	\$1,200.00

## 3.0 FINANCE

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

3.1 Financial Reports - As prepared by the School Business Administrator and Treasurer of School Moneys which are in agreement, and presented by the Superintendent, approve the following reports as of February 28, 2017:

- 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 February 28, 2017.

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 February 28, 2017 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 February 28, 2017 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 March – approve the monthly bills as follows:

General Operating	\$4,689,671.35
Food Services	\$156,681.69

3.6 Travel Reimbursement – 2016/2017 and 2017/2018 – approve the Board member and/or staff conference and travel expenses as per the attached list.

3.7 Renewal of Bus Routes – approve renewal of Bids B11-09, B16-01 and B17-03, multi-contracts RTT11, RTT16 and RTT17 to Montgomery High School, Montgomery Upper Middle School, Montgomery Lower Middle School, Village Elementary School and Orchard Hill Elementary School for the 2017-2018 school year to Irvin Raphael, Inc. East Brunswick as follows:

TRIPLE	ROUTE#	2016-17 Cost	INCREASE	2017-18 Cost	Mileage +/-
TT27	1H	18827.25	56.48	18883.73	1.95
	2LM	18827.25	56.48	18883.73	1.95
	1V	18827.25	56.48	18883.73	1.95
TT3	5H	18827.25	56.48	18883.73	1.95
	16LM	18827.25	56.48	18883.73	1.95
	16R	18827.25	56.48	18883.73	1.95
TT6	10H	18827.25	56.48	18883.73	1.95
	20LM	18827.25	56.48	18883.73	1.95
	6R	18827.25	56.48	18883.73	1.95
TT7	11H	18827.25	56.48	18883.73	1.95
	17LM	18827.25	56.48	18883.73	1.95
	3R	18827.25	56.48	18883.73	1.95
TT9	15H	18827.25	56.48	18883.73	1.95
	7LM	18827.25	56.48	18883.73	1.95
	7R	18827.25	56.48	18883.73	1.95
TT11	25H	18827.25	56.48	18883.73	1.95
	4LM	18827.25	56.48	18883.73	1.95
	9R	18827.25	56.48	18883.73	1.95
TT21	18H	18827.25	56.48	18883.73	1.95
	7UM	18827.25	56.48	18883.73	1.95
	10V	18827.25	56.48	18883.73	1.95
TT23	21H	18827.25	56.48	18883.73	1.95
	17UM	18827.25	56.48	18883.73	1.95
	8V	18827.25	56.48	18883.73	1.95
TT24	23H	18827.25	56.48	18883.73	1.95

	19UM	18827.25	56.48	18883.73	1.95
	12V	18827.25	56.48	18883.73	1.95
TT4	6H	19002.70	57.00	19059.70	1.95
	3LM	19002.70	57.00	19059.70	1.95
	3R	19002.70	57.00	19059.70	1.95
TT12	26H	19002.70	57.00	19059.70	1.95
	5LM	19002.70	57.00	19059.70	1.95
	12R	19002.70	57.00	19059.70	1.95
TT2	4H	20666.00	61.99	20727.99	1.95
	18LM	20666.00	61.99	20727.99	1.95
	14R	20668.00	62.00	20730.00	1.95
TT8	14H	20666.00	61.99	20727.99	1.95
	13LM	20666.00	61.99	20727.99	1.95
	8R	20668.00	62.00	20730.00	1.95
			<b>Total:</b>	<b>\$748,590.87</b>	

- 3.8 Renewal of Contract/District Fire Alarm Testing, Maintenance and Repair (B17-05) – It is recommended that the Board of Education renew for the 2017-2018 school year the following bid B17-05 of 2016-2017, awarded on July 19, 2016 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	<b>July 1, 2016 – June 30, 2017</b>
<b>Alarm &amp; Communications Technologies, Inc.</b>	Yearly Maint. \$26,553.00
<b>Wharton, NJ</b>	Straight Time- \$105.00
	Mon.-Friday, 8:00 AM-5:00 PM
	After Hours and \$157.50
	Weekends
	Holidays \$210.00
	Discount Off List: 20%

The renewal is at no increase to the Board of Education.

- 3.9 Approval of Boiler Inspection, Cleaning and Repair – It is recommended that the Board of Education approve the contract for district boiler inspection, cleaning and repair entered into on behalf of the Educational Data Services, Inc., Boiler Inspection, Cleaning and Repair, EDS Bid #6860.

<u>Vendor</u>	<u>Contract Title and Contract #</u>	<u>Total</u>
Mack Industries, Inc. Trenton, NJ	Boiler Inspection Cleaning and Repair, EDS Bid #6860	\$13,414.00

- 3.10 Approval of Boiler Repair (Emergency Callout) – It is recommended that the Board of Education approve the contract for district boiler repair on as need bases entered into on behalf of the Educational Data Services, Inc., Boiler Repair (Emergency Callout) EDS Bid #6861.

<u>Vendor</u>	<u>Contract Title and Contract #</u>		
Mack Industries, Inc. Trenton, NJ	Boiler Repair (Emergency Repair) EDS Bid #6861	Hourly Rate-	\$82.00
		8:00 AM-5:00 PM	
		After Hours & Sat.	\$123.00
		Sun. & Holidays	\$164.00
		Disc. Off List	10%

3.11 Receipt and Award of Bid – New Walkway at Montgomery High School (Bid #CP18-08/PSA-6423HS) – Bids were received on March 21, 2017 for new walkways at Montgomery High School as follows:

<u>Vendor</u>	<u>Base Bid</u>
T. Fiotakis Construction LLC Edison, NJ	\$28,100.00
Diamond Construction Brick, NJ	\$34,500.00
Kalogridis Contracting LLC North Brunswick, NJ	\$35,400.00
Your Way Construction Inc. Irvington, NJ	\$37,800.00
Rusling Paving & Concrete LLC Trenton, NJ	\$41,000.00
S. Batata Construction Parlin, NJ	\$49,500.00
V & K Construction, Inc. Edison, NJ	\$54,000.00
Berto Construction Inc. Rahway, NJ	\$56,459.00

WHEREAS, T. Fiotakis Construction, LLC submitted the putative low bid for the Project in the amount of \$108,100, which bid is materially defective insofar as the bidder is not classified by the New Jersey Department of the Treasury, Division of Property Management and Construction (hereinafter “DPMC”) in either trade C054 Site Work and/or C059 Road construction and Paving, as required by N.J.S.A. 18A:18A-26 and the bid documents, which is a material, nonwaivable defect; and

WHEREAS, the lowest responsible bid was submitted by Diamond Construction, with a base bid in the amount of \$34,500; and

WHEREAS, the bid submitted by Diamond Construction conforms in all material respects to the bid specifications and it is the Board's desire to award the bid to Diamond Construction.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The bid submitted by T. Fiotakis Construction, LLC is hereby rejected as the bidder is not classified by the DPMC in C054 Site Work and/or C059 Road construction and Paving as required by N.J.S.A. 18A:18A-26 and the bid documents.
2. The Board hereby awards the bid for the Project to Diamond Construction in a total contract sum of \$34,500.

3.12 Receipt and Award of Bid – New Playground at Lower Montgomery Middle School (Bid #CP18-09/PSA-6423LMS) – Bids were received on March 21, 2017 for a new playground at Lower Montgomery Middle School as follows:

<u>Vendor</u>	<u>Base Bid</u>	<u>Alternate No. 1</u>
Whirl Corporation, Inc. Port Monmouth, NJ	\$105,400.00	\$25,200.00
T Fiotakis Construction, LLC Edison, NJ	\$108,100.00	\$18,000.00
V & K Construction, Inc. Edison, NJ	\$113,000.00	Add-\$20,000.00
Your Way Construction, Inc. Irvington, NJ	\$121,100.00	Add-\$21,868.00

WHEREAS, T. Fiotakis Construction, LLC submitted the putative low bid for the Project in the amount of \$108,100, together with Alternate No. 1 in the amount of \$18,100 for a total contract price of \$126,200, which bid is materially defective insofar as the bidder is not classified by the New Jersey Department of the Treasury, Division of Property Management and Construction (hereinafter "DPMC") in either trade C008 General Construction and/or C054 Site Work, as required by N.J.S.A. 18A:18A-26 and the bid documents, which is a material, nonwaivable defect; and

WHEREAS, the lowest responsible bid was submitted by Whirl Corporation, Inc., with a base bid in the amount of \$105,400, together with Alternate No. 1 in the amount of \$25,200 for a total contract price of \$130,600; and

WHEREAS, the bid submitted by Whirl Corporation, Inc. conforms in all material respects to the bid specifications and it is the Board's desire to award the bid to Whirl Corporation, Inc.



NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The bid submitted by T. Fiotakis Construction, LLC is hereby rejected as the bidder is not classified in either trade C008 General Construction and/or C054 Site Work, as required by N.J.S.A. 18A:18A-26 and the bid documents
2. The Board hereby awards the bid for the Project to Whirl Corporation, Inc. in a total contract sum of \$130,600.

3.13 Receipt and Award of Bid – District Wide Gymnasium Upgrades at Orchard Hill Elementary School and Upper Montgomery Middle School (Bid #CP18-10/PSA-6423OH1/6423OH2/ 6423UMS) – Bids were received on March 21, 2017 for district wide gymnasium upgrades at Orchard Hill Elementary School and Upper Montgomery Middle School as follows:

<u>Vendor</u>	<u>Base Bid</u>	<u>Alternate No. 1</u>
De Sapia Construction, Inc. Frenchtown, NJ	\$522,000.00	Deduct-\$20,000.00
Apex Enterprises of Union, Inc. Neptune City, NJ	\$723,000.00	Deduct-\$29,000.00

WHEREAS, on March 21, 2017, the Board received two (2) bids for District Wide Gymnasium Upgrades (hereinafter referred to as the “Project”); and

WHEREAS, upon review, the Board finds that the bid forms for the Project did not set forth that a New Jersey Department of the Treasury, Division of Property Management and Construction C047 Electric Classification is necessary for the work to be performed; and

WHEREAS, this aforementioned deficiency requires substantial revisions to the specifications of the Project, and

WHEREAS, the Board may reject bids, in accordance with N.J.S.A. 18A:18A-22, where the Board wants to substantially revise the specifications.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Board hereby rejects all bids received for the Project in accordance with N.J.S.A. 18A:18A-22(d) as substantial revisions are required to the specifications.
2. The specifications for the Project shall be revised consistent with the terms of this Resolution. The Board Secretary/School Business Administrator is hereby authorized to re-advertise for bids consistent with the original specifications and plans for the Project in accordance with N.J.S.A. 18A:18A-4.

3.14 Receipt and Award of Bid – Home Economics Conversion at Upper Montgomery Middle School (Bid #CP18-11/PSA-6423UMS) – Bids were received on March 21, 2017 for home economics conversion at Upper Montgomery Middle School as follows:

<u>Vendor</u>	<u>Base Bid</u>
Tri-Form Construction Inc. Metuchen, NJ	\$164,900.00
GL Group, Inc. Bloomingdale, NJ	\$171,469.87
Ascend Construction Management, Inc. Ocean, NJ	\$178,900.00
De Sapio Construction, Inc. Frenchtown, NJ	\$217,000.00
Salazar & Associates, Inc. Union, NJ	\$229,208.00
Paley Construction Co. Piscataway, NJ	\$239,624.00
EMY Solutions LLC Dayton, NJ	\$249,000.00
Dobtol Construction LLC Hackensack, NJ	\$253,000.00
Apex Enterprises of Union, Inc. Neptune City, NJ	\$266,000.00
K & D Contractors, LLC Kenilworth, NJ	\$278,000.00

It is recommended that the Board of Education award Bid #CP18-11 (PSA-6423UMS) for home economics conversion at Upper Montgomery Middle School as follows:

<u>Vendor</u>	
Tri-Form Construction Inc. Metuchen, NJ	\$164,900.00

3.15 Receipt and Award of Bid – Media Center Renovations at Upper Montgomery Middle School (Bid #CP18-12/PSA-6423UMS) – Bids were received on March 21, 2017 for media center renovations at Upper Montgomery Middle School as follows:

<u>Vendor</u>	<u>Base Bid</u>	<u>Alternate A-1</u>	<u>Alternate A-2</u>	<u>Alternate A-3</u>	<u>Alternate A-4</u>
GL Group, Inc. Bloomingdale, NJ	\$220,007.38	Add-\$3,500.00	Add-\$1,500.00	Add-\$1,200.00	Add-\$7,000.00
Northeastern Interior Services, LLC Fairfield, NJ	\$244,320.00	Add-\$9,200.00	Add-\$22,000.00	Add-\$5,200.00	Add-\$31,000.00
K & D Contractors, LLC Kenilworth, NJ	\$312,400.00	Add-\$15,375.00	Add-\$22,878.00	Add-\$5,412.00	Add-\$47,970.00
Paley Construction Co. Piscataway, NJ	\$306,672.00	Add-\$9,725.00	Add-\$26,435.00	Add-\$8,919.00	Add-\$35,830.00
De Sapio Construction Frenchtown, NJ	\$319,400.00	Add-\$16,000.00	Add-\$20,000.00	Add-\$1,000.00	Add-\$33,000.00
Salazar & Assoc., Inc. Union, NJ	\$320,975.00	Add-\$10,935.00	Add-\$65,950.00	Add-\$13,000.00	Add-\$19,500.00
Apex Enterprises of Union Neptune City, NJ	\$323,000.00	Add-\$28,000.00	Add-\$35,000.00	Add-\$23,000.00	Add-\$15,000.00
SLS Construction Elmwood Park, NJ	\$353,750.00	Add-\$17,324.00	Add-\$23,090.00	Add-\$3,990.00	Add-\$12,800.00

WHEREAS, the Montgomery Township Board of Education (hereinafter referred to as the “Board”) advertised for bids for Media Center Upgrades at the Montgomery Upper Middle School (hereinafter referred to as the “Project”); and

WHEREAS, on March 21, 2017, the Board received eight (8) bids for the Project, as reflected on the attached bid tabulation sheet; and

WHEREAS, the GL Group, Inc. (hereinafter referred to as “GL”) submitted the lowest numerical bid for the Project, with a base bid in the amount of \$220,007.38 together with Alternate No. 1 in the amount of \$3,500; Alternate No. 2 in the amount of \$1,500; Alternate No. 3 in the amount of \$1,200; and Alternate No. 4 in the amount of \$7,000 for a total contract sum of \$233,207.38; and

WHEREAS, GL has requested to withdraw its bid due to a mathematical error, which error is evident on the face of the bid; and

WHEREAS, it is in the Board’s best interests to permit GL to withdraw its bid; and

WHEREAS, the second lowest bid for the Project was submitted by Northeastern Interior Services, LLC (hereinafter referred to as “Northeastern”) with a base bid in the amount of

\$244,320, together with Alternate No. 1 in the amount of \$9,200; Alternate No. 2 in the amount of \$22,000; Alternate No. 3 in the amount of \$5,200; and Alternate No. 4 in the amount of \$31,000 for a total contract sum of \$311,720; and

WHEREAS, the bid submitted by Northeastern is responsive in all material respects and it is the Board's desires to award the contract for the Project to Northeastern.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The bid submitted by the GL Group, Inc. is hereby withdrawn.
2. The Board hereby awards the contract for the Media Center Upgrades at the Montgomery Upper Middle School to Northeastern Interior Services, LLC in a total contract amount of \$311,720.

BE IT FURTHER RESOLVED, that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

- 3.16 Resolution Approving the Termination of Participation Under the State Health Benefits Program and School Employees' Health Benefits Program – approve the following resolution:

BE IT RESOLVED:

The Montgomery Township Board of Education hereby resolves to terminate its participation in the program (Medical Plan and Dental Plan coverage) thereby canceling coverage provided by the State Health Benefits Program and/or School Employees' Health Benefits Program (N.J.S.A. 52:14-27.25 et seq.) for all of its active and retired employees.

We shall notify all active employees of the date of their termination of coverage under the program.

We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.

We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health and dental insurance plan.

We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

3.17 Approve the Following Resolution Regarding Group Medical Insurance –

Per the recommendation of its group insurance broker-of-record, Brown & Brown Benefit Advisors, Inc., the Board of Education hereby resolves, effective July 1, 2017, to make the following changes to its group medical insurance carrier:

1. Terminate its participation in the New Jersey School Employees' Health Benefits Program (SEHBP)
2. Select Horizon Blue Cross Blue Shield of New Jersey as its group medical insurance carrier, at the rates, benefits, terms, and conditions represented in their proposal of February 15, 2017 (attached herein). Benefits will be consistent with the requirements of the respective collective bargaining agreements.
3. Designate Brown & Brown Benefit Advisors, Inc., as the Board's broker-of-record for our new Horizon group medical insurance programs. Brown & Brown Benefit Advisors, Inc. is authorized to act on behalf of the Board in all matters related to these programs.

Brown & Brown Benefit Advisors, Inc.'s responsibilities will include, but are not limited to, negotiating annual renewal rates, marketing our group insurance programs, and aiding our staff in the resolution of billing, enrollment, and claim problems.

Brown & Brown Benefit Advisors, Inc. is authorized to receive commission payment from Horizon, percentages for which are included in Horizon's proposed rates.

All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

**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