

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

Meeting, Tuesday, December 13, 2022

6:00 p.m. Executive Session

7:30 p.m. Public Session

Montgomery Lower Middle School Cafeteria

BUSINESS MEETING AGENDA

2022-2023 District Goals

- Goal 1: Academic - Increase the understanding and implementation of *Universal Design for Learning*, a framework that guides the design of learning experiences to proactively meet the needs of all types of learners, in order to improve student success across all classroom settings.
- Goal 2: Equity - Increase *cultural competency* among administration, staff, and students in order to create a work and learning environment that supports diversity, equity, and inclusion.
- Goal 3: SEL - Increase staff training and implementation of research-based, trauma-informed strategies that will decrease stress, promote wellness, build resilience and create a supportive learning environment for all students, administration, and staff.
- Goal 4: Communication - Improve all methods of communication to deliver clear and transparent district messaging to all district stakeholders by leveraging social media platforms, the website, and email blasts to increase engagement with the community.

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 5, 2022 and December 8, 2022. 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, Montgomery 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.

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 of Education adopt a resolution to convene in executive session as follows:

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.

WHEREAS, the items that are permitted to be discussed in executive session are as follows:

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law
- 7) pending or anticipated litigation or contract negotiations and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session
- 9) deliberation after a public hearing that could result in a civil penalty or other loss

NOW THEREFORE BE IT RESOLVED, that the Board of Education will be discussing items 3, 4, 7, and 8. Action may take place on these items.

The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

ROLL CALL

RECONVENE IN OPEN SESSION – 7:30 p.m.

SALUTE THE FLAG

ANNOUNCEMENT OF NOVEMBER 8, 2022 PUBLIC QUESTION RESULTS

Mr. Venanzi will announce the results of the following public question, which was voted on at the November 8, 2022 election.

PROPOSAL FOR ADDITIONAL FUNDS FOR FULL DAY KINDERGARTEN

- (a) There shall be raised an additional \$1,620,152 for General Funds in the 2022-2023 School Year to provide for a Full Day Kindergarten Program. These taxes will be used exclusively for additional costs required to provide for a Full Day Kindergarten Program including additional costs for salaries, benefits and/or other compensation or expense as required for teachers, specials, basic skills, special education, counselors, paraprofessionals and lunch room aids, curriculum, technology, facilities operating costs, utilities and related costs. Approval of these taxes **will result** in a permanent increase in the district's tax levy; and

- (b) There shall be raised an additional \$669,763 for General Funds in the 2022-2023 School Year for facilities improvements at the Early Childhood Center formerly known as the Kid Connection Building. These taxes will be used exclusively for facilities improvements required for use of the building for the Full Day Pre-Kindergarten Program. Approval of these taxes **will not result** in a permanent increase in the district's tax levy.

These proposed additional expenditures are in addition to those necessary to achieve the New Jersey Student Learning Standards

School Election Results

3,892 - YES

3,849 - NO

MTSD STUDENT REPRESENTATIVE REPORT

SUPERINTENDENT'S REPORT / PRESENTATIONS

- Montgomery High School - School Leadership Team (SLT)
- New Jersey Graduation Proficiency Assessment Results 2022
- Board Member Recognition

NEW BUSINESS FROM BOARD/PUBLIC

The Board of Education welcomes and encourages input from the public. Members of the public are allotted one opportunity to bring any new business to the Board for up to a maximum of three (3) minutes per speaker. All comments or questions must be directed to the board president.

Before you make your comment, please state your name and address and write both in the notebook provided. Being mindful of privacy rights regarding students and board employees and to avoid any potential liability on the part of the speaker, the board discourages references to specific individuals. While directing your comments or questions to the board president, please understand that the public comment portions of the meeting are not structured as question and answer sessions but rather are offered as opportunities for you to share your thoughts with the board. 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 with the school district. However, responses may be provided at the end of this session. There are times when comments and questions will require additional fact gathering before a response is provided.

COMMITTEE/REPRESENTATIVE REPORTS

Representative Reports

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

Board Committee Reports

- Assessment, Curriculum and Instruction Committee (ACI)
- Equity Committee (EC)
- Anti-Racism and Reform Sub-Committee (ARRSC)
- Operations, Facilities and Finance Committee (OFF)
- Policy and Communications Committee (PCC)
- Human Resource Committee (HRC)
- Officers' Report

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

1. October 18, 2022 Executive Session Meeting
2. November 15, 2022 Executive Session I Meeting
3. November 15, 2022 Executive Session II Meeting
4. November 15, 2022 Business Meeting

CORRESPONDENCE TO THE BOARD – List of correspondence to the Board:

1. Email dated 11/10/22 from G. Zayova regarding Report and BOE Meeting
2. Email dated 11/16/22 from NJ Education Foundation Partnership regarding December Meeting
3. Email dated 11/18/22 from J. Church regarding Better Communication Between Board and Public
4. Email dated 12/3/22 from J. Dressler regarding Condition of School Bathrooms
5. Email dated 12/6/22 from J. Church regarding Better Communication Between Board and Public

PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Action Agenda** for up to a maximum of three (3) minutes during this period of the meeting. All comments or questions must be directed to the board president. 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.

ACTION AGENDA

1.0 ADMINISTRATIVE

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

- 1.1 Routine Monthly Reports – Accept the following reports:
 - a. Student Control Report
 - b. Fire/Security Drill Report
 - c. Harassment, Intimidation and Bullying (HIB) Report

1.2 Policy First Reading - Accept the following policy and regulation as a first reading:

- 7410 Maintenance and Repair
- 7410.01R Facilities Maintenance, Repair Scheduling and Accounting

1.3 Policy Second Reading - Accept and adopt the following policies following a second reading:

- 2415 Every Student Succeeds Act
- 2415.04 Title I District-Wide Parent and Family Engagement
- 2415.50 Orchard Hill Elementary School Title I School Parent and Family Engagement
- 2415.51 Village Elementary School Title I School Parent and Family Engagement
- 2415.52 Lower Middle School Title I School Parent and Family Engagement
- 2415.53 Upper Middle School Title I School Parent and Family Engagement
- 2415.54 Montgomery High School Title I School Parent and Family Engagement

1.4 Annual Health and Safety Evaluation of School Buildings - Approve the Annual Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2022-2023 School Year.

1.5 Safe Return to In-Person Instruction Plan - Approve the LEA Plan for Safe Return to In-Person Instruction and Continuity of Service pursuant to the Federal American Rescue Act, Section 2001(i), as amended and approved on December 13, 2022.

1.6 District Calendar Approval - Approve the Academic District Calendar for the 2023 – 2024 school year.

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: 2022-2023 - Approve the following Out-of-District placements for the 2022-2023 School Year:

| Student ID | School | Dates | TUITION | | |
|------------|-------------------------------|------------------|---------|-------------|----------------|
| | | | ESY | RSY | Total for Year |
| 105621 | Rock Brook School | 11/28/22-6/16/23 | | \$46,988.73 | \$46,988.73 |
| 105621 | Rock Brook School 1:1 Aide | 11/28/22-6/16/23 | | \$31,750.00 | \$31,750.00 |

2.2 Consultant Approvals: 2022-2023 - Approve the following consultants for the 2022-2023 School Year:

| CONSULTANT NAME/VENDOR | SERVICES PROVIDED | RATES OF SERVICE |
|------------------------|--|---|
| Gregory Marsh | Provide eight (8) days of professional development for district instrumental music staff to improve pedagogy and instructional practices in clarinet. To be completed June 30, 2023 | \$2,200.00 <i>To be funded through ESEA Title II</i> |
| Alicia Lindsey | Provide eight (8) days of professional development for district instrumental music staff to improve pedagogy and instructional practices in flute. To be completed June 30, 2023 | \$2,200.00 <i>To be funded through ESEA Title II</i> |
| Brookfield Schools | Medical Bedside Instruction | \$61.78/Hour |

2.3 Program of Studies: MHS – Approve the Montgomery High School Program of Studies for the 2023-2024 school year.

2.4 Approval of Student Exchange Program - Approve the proposal for the MHS German Exchange Program scheduled for the summer of 2023. MHS German Exchange students will travel to Gottingen, Germany for approximately three weeks at no cost to the district. German partners will visit MHS in September/October 2023.

3.0 OPERATIONS, FACILITIES AND FINANCE

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

3.1 Acceptance of the Financial Reports

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Board of Education of the Montgomery School District to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District’s financial obligation, and

WHEREAS, N.J.A.C. 6A:23A-16.10 further requires the Board of Education of the Montgomery Township School District receive and accept the monthly financial statement, the Board Secretary’s and Treasurer’s Reports; and

WHEREAS, the Board Secretary’s and Treasurer’s Reports for the month ending November 30, 2022 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW THEREFORE BE IT RESOLVED, the Board of Education of the Montgomery Township School District acknowledges receipt of and accepts the Board Secretary's and Treasurer's Reports for the month ending November 30, 2022; and

BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certifies that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District's financial obligation.

3.2 Approval of Transfers

WHEREAS, N.J.A.C. 6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line item accounts for each line item account shown on the budget prepared in accordance with N.J.S.A. 18A:22-8; and

WHEREAS, Board Policy 6422 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified and duly recorded in the minutes at a subsequent Board meeting; and

WHEREAS, transfers were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education ratifies and approves the transfers through November 30, 2022 within the 2022-2023 school year budget, as approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district's financial obligations, as requested by various district;

BE IT FURTHER RESOLVED, this resolution shall take effect immediately, and the Montgomery Township Board of Education authorizes the Superintendent, Board President and School Business Administrator to sign any documents on behalf of the Montgomery Board of Education with regards to exercising the intent of this resolution.

3.3 Approval of Bill List Fiscal Year 2023

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Board of Educations to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills dated December 13, 2022 is being presented to the board with the recommendation that they be ratified and paid respectively; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education approves the list of bills for payment in the grand sum of \$6,664,919.09 and

| | |
|----------------------|----------------|
| General Account | \$6,406,719.04 |
| Food Service Account | \$ 258,200.05 |
| TOTAL | \$6,664,919.09 |

BE IT FURTHER RESOLVED, the list of bills is on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the Montgomery Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting in accordance with Board Policy 6470 – Payment of Claims.

3.4 Travel Reimbursement – 2022-2023 – Approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 12/13/22.

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

BE IT RESOLVED by the Montgomery Township Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release (hereinafter referred to as “Agreement”) 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 Agreement, and any other documents necessary to effectuate the settlement.

3.6 Approval of Adjustments to Original 2022-23 Budget – The superintendent recommends that the Board of Education approve the required adjustments to the original 2022-23 budget as listed on Schedule A as a result of the public question approval at the November 8, 2022 general election to fund full-day kindergarten resulting in the increase in the local tax levy in the amount of \$2,289,915 (\$1,620,152 and \$669,763).

3.7 Donation Acceptance – Accept the donation of \$2,000.00 from Precision Technologies Corp. to Montgomery High School Robotics Team 1403.

3.8 Revised Schedule for Requisition of Taxes – As a result of the public question approval at the November 8, 2022 general election to fund full-day kindergarten resulting in the increase in the local tax levy in the amount of \$2,289,915 for the 2022-23 budget, the superintendent recommends that the Board of Education approve the following additional tax levy and revised schedule for requisition of taxes from Montgomery Township (\$2,233,972) and the Borough of Rocky Hill (\$55,943) for the 2022-23 school year to be effective for the period January through June 2023.

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION
 TAX LEVY SCHEDULE FOR 2022-2023
 MONTGOMERY TOWNSHIP**

| | General Fund | Separate Question | Revised General Fund | Debt Service | Revised Total |
|-------------------|---------------------|--------------------------|-----------------------------|---------------------|------------------------|
| 1-Jul-22 | \$7,012,060.75 | | \$7,012,060.75 | \$1,795,053.75 | \$8,807,114.50 |
| 1-Aug-22 | \$7,012,060.75 | | \$7,012,060.75 | \$1,795,053.75 | \$8,807,114.50 |
| 1-Sep-22 | \$6,605,335.88 | | \$6,605,335.88 | | \$6,605,335.88 |
| 3-Oct-22 | \$6,605,335.88 | | \$6,605,335.88 | | \$6,605,335.88 |
| 1-Nov-22 | \$6,605,335.87 | | \$6,605,335.87 | | \$6,605,335.87 |
| 1-Dec-22 | \$6,605,335.87 | | \$6,605,335.87 | | \$6,605,335.87 |
| TOTAL 2022 | \$40,445,465.00 | \$0.00 | \$40,445,465.00 | \$3,590,107.50 | \$44,035,572.50 |
| 3-Jan-23 | \$6,740,910.83 | 372,328.67 | \$7,113,239.50 | \$1,196,702.50 | \$8,309,942.00 |
| 1-Feb-23 | \$6,740,910.83 | 372,328.67 | \$7,113,239.50 | \$1,196,702.50 | \$8,309,942.00 |
| 1-Mar-23 | \$6,740,910.83 | 372,328.67 | \$7,113,239.50 | \$1,196,702.50 | \$8,309,942.00 |
| 3-Apr-23 | \$6,740,910.83 | 372,328.67 | \$7,113,239.50 | | \$7,113,239.50 |
| 1-May-23 | \$6,740,910.84 | 372,328.66 | \$7,113,239.50 | | \$7,113,239.50 |
| 1-Jun-23 | \$6,740,910.84 | 372,328.66 | \$7,113,239.50 | | \$7,113,239.50 |
| TOTAL 2023 | \$40,445,465.00 | 2,233,972.00 | 42,679,437.00 | \$3,590,107.50 | \$46,269,544.50 |
| TOTAL LEVY | \$80,890,930.00 | \$2,233,972.00 | \$83,124,902.00 | \$7,180,215.00 | \$90,305,117.00 |

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION
TAX LEVY SCHEDULE FOR 2022-2023
ROCKY HILL**

| | General Fund | Separate Question | Revised General Fund | Debt Service | Revised Total |
|-----------------------|-------------------------|------------------------------|-------------------------------------|-------------------------|--------------------------|
| 1-Jul-22 | \$180,565.70 | | | \$27,500.00 | \$208,065.70 |
| 1-Aug-22 | \$208,065.70 | | | | \$208,065.70 |
| 1-Sep-22 | \$156,049.27 | | | | \$156,049.27 |
| 3-Oct-22 | \$156,049.27 | | | | \$156,049.27 |
| 1-Nov-22 | \$156,049.28 | | | | \$156,049.28 |
| 1-Dec-22 | \$156,049.28 | | | | \$156,049.28 |
| TOTAL 2022 | \$1,012,828.50 | | | \$27,500.00 | \$1,040,328.50 |
| 3-Jan-23 | \$168,804.75 | \$9,323.83 | \$178,128.58 | \$27,500.00 | \$205,628.58 |
| 1-Feb-23 | \$168,804.75 | \$9,323.83 | \$178,128.58 | | \$178,128.58 |
| 1-Mar-23 | \$168,804.75 | \$9,323.83 | \$178,128.58 | | \$178,128.58 |
| 3-Apr-23 | \$168,804.75 | \$9,323.83 | \$178,128.58 | | \$178,128.58 |
| 1-May-23 | \$168,804.75 | \$9,323.84 | \$178,128.59 | | \$178,128.59 |
| 1-Jun-23 | \$168,804.75 | \$9,323.84 | \$178,128.59 | | \$178,128.59 |
| TOTAL 2023 | \$1,012,828.50 | \$55,943.00 | \$1,068,771.50 | \$27,500.00 | \$1,096,271.50 |
| TOTAL LEVY | \$2,025,657.00 | \$55,943.00 | \$2,081,600.00 | \$55,000.00 | \$2,136,600.00 |

3.9 Receipt and Award of Bid- B23-04 Spring Athletics Awards, Equipment, Supplies and Uniforms for the Montgomery Township School District – Bids were received on December 2, 2022 for the Spring Athletics Awards, Equipment, Supplies and Uniforms for the Montgomery school District as follows:

| <u>Vendor</u> | <u>Amount</u> |
|--|---------------|
| BSN Sports, Passon’s Sports & US Games Jenkintown, PA | \$10,354.27 |
| Sportsman Johnstown, PA | \$10,878.46 |
| MFAC LLC. W. Warwick, RI | \$6,916.00 |

For Approval and award Bid 23-04 for Spring Athletics Awards, Equipment, Supplies and Uniforms for the Montgomery Township School District as follows:

| <u>Vendor</u> | <u>Amount</u> |
|--|---------------|
| BSN Sports, Passon's Sports & US Games Jenkintown, PA | \$4,451.03 |
| Sportsman Johnstown, PA | \$6,764.10 |
| MFAC LLC. W. Warwick, RI | \$240.00 |
| Total Bids Awarded for B 23-04 | \$11,455.13 |

3.10 Resolution/Rejection of Bid 23-04 - Spring Athletic Awards, Supplies and Uniforms for the Montgomery Township School District – Reject the bids from the following vendors; pursuant to N.J.S. 18A:18A-22:

e. The purposes or provisions or both N.J. S. 18A:18A-1 et seq. are being violated.

Sportsman's, Johnstown, PA – The low bid received for the following items is being rejected because the vendor cannot supply the requested bid item. The vendor substituted the requested bid for another style/brand. The style must match current uniform in use or requested brand:

- Baseball - Peterson Scorebooks
- Baseball - "Lite Flite" Baseball (Color - Yellow)
- Girls Lacrosse - Combat Sports Football Blocking Pad
- MS Spring Track - White Short Sleeve Shirts

BSN Sports, Dallas, TX – The low bid received for the following items is being rejected because the vendor cannot supply the requested bid item. The vendor substituted the requested bid for another style/brand. The style must match current uniform in use or requested brand:

- Spring Track - Outdoor Shot Put
- Spring Track - High Jump Crossbar

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