

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

**Meeting, Tuesday, December 15, 2020**

**6:30 p.m. Executive Session**

**7:30 p.m. Public Session**

**REMOTE – Participation Information Available on District Website**

**BUSINESS MEETING AGENDA**

2020-2021 District Goals

- Goal 1: Provide deeper student-teacher-parent connection to allow for continued excellent academic education and emotional well-being of students regardless of mode of instruction during the COVID19 pandemic.
- Goal 2: Revise the Science Curriculum and Structure to reflect new developments and requirements in Science.
- Goal 3: Implement curricular changes to incorporate diversity and inclusion.
- Goal 4: Prioritize our financial resources to drive innovation in ongoing student education.

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, 2020 and December 10, 2020. 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, 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

#### SUPERINTENDENT'S REPORT/PRESENTATIONS

#### NEW BUSINESS FROM BOARD/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. The Board of Education welcomes and encourages input from the public. There are two times during board meetings that the public is invited to speak. One time is now when members of the public are invited to bring any new business to the board for up to a maximum of three minutes per speaker. Later in the meeting there will be a second opportunity to address the board regarding the Action Agenda.

Before you make your comment, please state your name, address and subject matter. 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 before coming to the board for a response. Responses may be provided at the end of this session. However, there are times when comments and questions will require additional information gathering before a response is provided.

## 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 (ACI)
- Anti-Racism and Reform Committee (ARRC)
- Operations, Facilities and Finance Committee (OFF)
- Policy and Communications Committee (PCC)
- Human Resource Committee (HRC)
- President's Report

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

1. November 24, 2020 Executive Session I Meeting
2. November 24, 2020 Executive Session II Meeting
3. November 24, 2020 Business Meeting

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

1. Email dated 11/19/20 from L. Cige regarding Keeping Special Needs at School
2. Email dated 11/19/20 from C. Caterson regarding Closure of Schools
3. Email dated 11/19/20 from R. Jacinto regarding Virtual Forms
4. Email dated 11/20/20 from R. Greenhouse regarding a Parent's Concern
5. Email dated 11/23/20 from Montgomery Township SEPTA & SEPAG regarding Special Education
6. Email dated 11/24/20 from G. Johnson regarding MHS All-Virtual Schedule
7. Email dated 11/25/20 from A. Clark regarding Upcoming Parent Survey Question
8. Email dated 11/30/20 from C. Caterson regarding Closure of Schools
9. Email dated 12/2/20 from A. Zwicker regarding veterans clothing and personal items drive
10. Email dated 12/8/20 from P. Zaurov regarding Instructional Model Choice Survey
11. Email dated 12/9/20 from T. Howard regarding Increasing in-person instruction
12. Email dated 12/9/20 from J. Strickland regarding Plans for full-time elementary in-person post January
13. Email dated 12/10/20 from J. Pena regarding Montgomery Special Education PTA Meeting
14. Email dated 12/10/20 from Montgomery Special Education Parent Advisory Group regarding surveys conducted

## 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 Report – 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 policies/regulations as a first reading:

5330.05	Seizure Action Plan
5330.05R	Seizure Action Plan
6440	Cooperative Purchasing
6470.01	Electronic Funds Transfer and Claimant Certification
6470.01R	Electronic Funds Transfer and Claimant Certification
7440	School District Security
7440R	School District Security
8420	Emergency and Crisis Situations

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

1648	Restart and Recovery Plan
1648.02	Remote Learning Options for Families
1648.03	Restart and Recovery – Full-Time Instruction
2464	Gifted and Talented Students
5200	Attendance
5200R	Attendance

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 2020-2021 School Year.

### **2.0 CURRICULUM & INSTRUCTION**

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

2.1 Educational Research Project - Approve Kimberly Vanatta, Teacher, Village Elementary School, to conduct an Educational Research Project in accordance with Policy 3245.

2.2 Consultant Approvals 2020-2021 - Approve the following consultants for the 2020-2021 school year:

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
Dr. Robin Harden Daniels InFlight, LLC	Professional development for district staff on culturally responsive practices (equity training) January, 2021	\$3,000.00 To be Funded by Title IV
Evan Young	Providing support services for virtual student productions through June 30, 2021	\$5,000.00

**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, 2020 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, 2020; 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, 2020 within the 2020-2021 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 Lists

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 16, 2020 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 \$3,343,510.16 and

General Account	\$3,313,751.54
Food Service Account	\$ 29,758.62
TOTAL	\$3,343,510.16

BE IT FURTHER RESOLVED, the list of bills are 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 –2020/2021 – approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 12/15/20.

3.5 Approve Emergency Seamless Summer Option (SSO) Breakfast Cost Reimbursable Contract – approve an emergency non-renewable SSO breakfast cost reimbursable contract with COMPASS GROUP USA, INC., by and through its CHARTWELLS Division as the district's Food Services management company effective December 1, 2020 through June 30, 2021 with no increases in the management/administrative fee. Breakfast meals must be claimed through the Seamless Summer Option and will be served only to sites listed within the SSO application. All other terms and conditions of the Renewal will remain the same and continue to be in full force and effect.

3.6 Settlement Agreement– Approve the following resolution pertaining to a special education partial 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 Partial 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 partial settlement.

3.7 Approve a Memorandum of Understanding for Use of Montgomery Township School District Facilities for Mass Prophylaxis/Mass Vaccination Efforts – approve the following resolution:

WHEREAS, the Montgomery Township Department of Health is responsible for planning the response efforts to manage a public health emergency in this municipality and seeks to identify facilities to host mass prophylaxis/mass vaccination clinics;

WHEREAS, the Township of Montgomery may require temporary use of facilities within the Township in the event of a natural or manmade public health emergency requiring the need to provide medications and/or vaccinations to the residents of this county;

WHEREAS, Montgomery Township School District has agreed to provide its facilities, including but not limited to Montgomery High School, located at 1016 County Route 601, and Village Elementary School, 100 Main Boulevard, Skillman, for use during a mass prophylaxis effort. It is understood that the following applies:

1. The Director of Facilities is the primary contact for all school buildings in the District. Contact information is listed in attached Addendum A, which shall be updated twice a year or as needed. In the event the Director of Facilities is unavailable, the secondary contact shall be the Assistant to the Director of Facilities. In that case, the Assistant to the Director of Facilities will act in place of the Director of Facilities with respect to the terms of this Memorandum.

2. Request for use of the facility will be made only in the event of a declared Federal, State or Local emergency at times when the school buildings are closed.
3. In the event this facility is needed during a public health emergency, the Montgomery Township Health Officer or his/her designee will contact the Director of Facilities or his/her designee to request admission to the facility. In turn, the Director of Facilities will direct school staff to begin pre-determined set-up activities according to prepared and approved prophylaxis plans, if any.
4. The facility may be used for the purposes of acting as a “Pick-Up Point” at which residents may leave their cars and be transported via bus to a determined vaccination or medication distribution site OR be utilized as a vaccination or medication distribution site.
5. The Montgomery Township Department of Health will be responsible for the provision and set up of all needed equipment and supplies, such as tables, chairs, AV equipment, etc. Montgomery School District has agreed to provide the following assistance and resources:
  - Custodial assistance for set up and breakdown of site
  - Tables and chairs
  - Portable Refrigerator(s) as available
  - Back-up Generator(s)
  - Internet Access/Wi-Fi
6. Hours of operation of a mass prophylaxis effort may involve up to 16 hours/day operations over an extended period of time, potentially up to six months.
7. All security during this time will be coordinated according to the County’s Public Health Emergency Response Plan, and will likely include a combination of local and county Law Enforcement.
8. Operational space will include all parking areas.
9. All non-school staff /volunteers will be coordinated and provided by the Department of Health, which will also coordinate school staff through the Director of Facilities.
10. All medical waste disposal will be the responsibility of the Department of Health.
11. Immunity from liability will follow the provisions of the “Emergency Health Powers Act,” NJSA Title 26:13-19.
12. Reimbursement for costs associated with the use of this facility will follow the provisions of the “Emergency Health Powers Act,” NJSA Title 26-13-24 and 25.



3.8 Resolution Authorizing Disposal of Surplus Property – approve the following resolution:

WHEREAS, the Montgomery Township Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Montgomery Township Board of Education, Skillman, NJ, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30). The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Montgomery Township Board of Education.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) A list of the surplus property to be sold is as follows:
  - 2003 16 Passenger, Ford Bus, 1FDDE35P79DA85571
  - 2007 Dodge Caravan, 1D4GP25E27B239819
  - 2008 F-250 Ford Truck, 1FTSF21R48EC58651
- (5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The Montgomery Township Board of Education reserves the right to accept or reject any bid submitted.
- (7) Any surplus property unsold after the auction shall be offered without cost to school-related community organizations or charitable and nonprofit organizations located within the district or discard the surplus property in a manner consistent with the public interest.
- (8) BE IT FURTHER RESOLVED, the Board President, Board Secretary and any other necessary officer, official or employee of the Board are hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution, including the execution of the auction.

3.9 Approve Eagle Scout Project – approve the creation of an outdoor space adjacent to the art classroom at the Upper Middle School as an Eagle Scout Project being completed by Mr. Aryan Sharma utilizing recycled pallets, tires and pottery to create a mosaic. Nothing will be anchored into the ground or attached to the walls of the building. Mr. Sharma will supply all labor and materials and will adhere to safe work practices and COVID precautions.

**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**