

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

**Meeting, Tuesday, December 17, 2019**

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

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

**Upper Middle School Media Center**

**WORKSHOP AND BUSINESS MEETING AGENDA**

2019-2020 District Goals

- Goal 1: Maximize the social-emotional and academic growth of every student
- Goal 2: Ensure a learning environment that promotes excellence
- Goal 3: Strengthen stakeholder relationships to support and enhance student learning
- Goal 4: Optimize operational and financial resources to enhance student experience

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 4, 2019 and December 13, 2019. 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.

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, negotiations, harassment, intimidation and bullying reports, and the superintendent search process. When the need for confidentiality no longer exists, the matters will be disclosed to the public.

ROLL CALL

RECONVENE IN OPEN SESSION – 7:30 p.m.

SALUTE THE FLAG

SUPERINTENDENT’S REPORT/PRESENTATIONS

- Board Recognition

NEW BUSINESS FROM BOARD/PUBLIC

Members of the public are allotted one opportunity to bring any new/old 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 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.

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)
- 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 12, 2019      Executive Session Meeting
2. November 12, 2019      Workshop and Business Meeting
3. November 26, 2019      Executive Session Meeting
4. November 26, 2019      Business Meeting

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

1. Email dated 11/12/19 from Eagle COH Coordinator regarding invitation to Eagle Scout Court of Honor Celebration
2. Email dated 12/3/19 from D. Bairaktaris regarding Veterans Day Observance
3. Email dated 12/4/19 from S. Fried regarding Bullet in School
4. Email dated 12/6/19 from R. Mathew regarding Urgent Safety Concern at MHS
5. Email dated 12/6/19 from N. Singh regarding Holiday Benefit Concert

## **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 policies and regulations as a first reading:

- 2464 Gifted and Talented Students
- 2464R Gifted and Talented Students
- 2624 Grading System
- 3159 Teaching Staff Member – School District Reporting Responsibilities
- 6112 Reimbursement of Federal and Other Grant Expenditures
- 6112R Reimbursement of Federal and Other Grant Expenditures

### **2.0 CURRICULUM & INSTRUCTION**

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

#### **2.1 Consultant Approvals 2019-2020** - Approve the following consultants for the 2019-2020 school year:

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
Margaret McGowan, MA	Provide one (1) day of site-based professional development for ELL faculty	\$800.00

2.2 Out-of-District Placements: 2019-2020

Approve the following Out-of-District placements for the 2019-2020 School Year:

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
104883	Rock Brook School	12/2/19-6/18/20		\$43,226.40	\$43,226.40
107099	Archway Programs	11/6/19-6/12/20		\$32,941.65	\$32,941.65

- 2.3 Field Trip Approval – Approve field trip for the Varsity Cheerleading Team and coaches to participate in the National Cheerleading Championships in Orlando, Florida from February 5, 2020, to February 10, 2020, at no cost to the Montgomery Township School District.
- 2.4 Field Trip Approvals – Approve field trip for the Varsity Dance Team and coaches to participate in the National Dance Championships in Orlando, Florida from January 29, 2020, to February 3, 2020, at no cost to the Montgomery Township School District.
- 2.5 Field Trip Approvals – Approve field trip for qualifying wrestlers and coaches to participate in the NJSIAA Wrestling State Championships in Atlantic City, New Jersey from March 5, 2020, to March 7, 2020, at a cost not to exceed \$1,000. The cost includes lodging, meals, and travel expenses for the athletes and coaches.
- 2.6 Program of Studies: MHS – Approve the Montgomery High School Program of Studies for the 2020-2021 school year.
- 2.7 Program of Studies: UMS – Approve the Montgomery Upper Middle School Program of Studies for the 2020-2021 school year.

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, 2019 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, 2019; 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, 2019 within the 2019-2020 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 November 28, 2019, December 10, 2019 and December 18, 2019 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 \$8,235,740.23 and

<b>General Account</b>	\$8,080,820.49
<b>Food Service Account</b>	\$ 154,919.74
<b>TOTAL</b>	<b>\$8,235,740.23</b>

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 –2019/2020 – approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 12/17/19.

3.5 Approval of Joint Transportation Revised Agreement - approve joint transportation agreement with Summit School District as the host and Montgomery as the joiner at a total cost of \$15,205.50 to Archway School, Atco for the 2019-2020 school year as follows:

<u>Route#</u>	<u>Destination</u>	<u># Summit Students</u>	<u># Montgomery Students</u>	<u>Joiner Cost</u>
SU-01	Archway School, Atco	1	1	\$15,205.50

3.6 Approve the Following Resolution Concerning Group Medical, Prescription Drug and Dental Benefits

The Montgomery Township Board of Education hereby resolves effective March 1, 2020 to make the following changes relative to its group medical, rx drug, and dental benefits programs, as follows:

1. Terminate its group prescription drug benefits program with Maxor Plus.
2. Award its group prescription drug benefits program to Horizon Blue Cross Blue Shield of New Jersey, per the guarantee of equal to benefits in the Horizon proposal dated September 30, 2019, which is incorporated herein as part of this resolution.

3. Enter into a group medical, prescription drug, and dental self-insurance administrative services contract with Horizon Blue Cross Blue Shield of New Jersey, per their proposal dated September 25, 2019, which is incorporated herein as part of this resolution.
4. Enter into a stop-loss insurance policy with Horizon Blue Cross Blue Shield of New Jersey, per their proposal dated November 18, 2019, which is incorporated herein as part of this resolution.
5. Designate Brown & Brown Benefit Advisors, Inc. as broker of record for these programs, with the following authority:
  - a) To ensure with Horizon that benefits delivered and provider network offered are “equal to or better than” the Board’s current fully-insured group medical, rx drug, and dental insurance plans.
  - b) To monitor and to report to the School Business Administrator self-insured claim payment payments and utilization metrics as required by health insurance industry “best practices.”
  - c) To periodically market the Board’s group benefit plans.
  - d) To assist employees and dependents in the resolution of elevated service issues that cannot be resolved by employees first contacting Horizon directly.
  - e) To insure all reporting provided to the Board or its administrators is compliant with HIPAA relative to protected health information (PHI)
  - f) To advise the Board of Education relative to compliance with Federal and State regulations regarding self-insured group benefit plans
  - g) To accept commission payments from Horizon, per the enclosed proposals.
6. All appropriate Board of Education staff members are authorized to take such action and affect such documentation as necessary to implement these changes.

### 3.7 Resolution Authorizing Disposal of Surplus Property

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 are 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:

2010 10 Passenger/2Wheelchair Ford Bus, 1FDFE45P39DA85782

- (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.

- 3.8 Approval for the Purchase of Computer Equipment and Supplies – approve the purchase of computer equipment and supplies to refresh old equipment for labs and classrooms entered into on behalf of the Educational Services Commission of New Jersey Cooperative Pricing System #65MCESCCPS, Technology Supplies and Services, Bid #ESC NJ 18/19-03.

<u>Vendor</u>	<u>Contract Title and ESCNJ Contract #</u>	<u>Total</u>
CDW Government LLC Vernon Hills, IL	Technology Supplies and Services Bid #ESC NJ 18/19-03	\$78,574.87



#### **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**

#### **NEXT MEETING**

Public Meeting  
Montgomery Upper Middle School Media Center  
Tuesday, January 7, 2020  
7:30 P.M.