

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

**Meeting, Tuesday, December 19, 2017**  
**6:30 p.m. Executive Session**  
**7:30 p.m. Public Session**  
**Upper Middle School Media Center**

**WORKSHOP AND BUSINESS MEETING AGENDA**

2017-2018 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 6, 2017 and December 14, 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, harassment, intimidation and bullying incidents, and negotiations with the Montgomery Township Education Association. 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.

## 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 Report
- Operations, Facilities and Finance Committee Report
- Human Resources Committee Report
- Communication and Advocacy Committee Report
- Chairs and Policy Committee Report
- 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 7, 2017 Executive Session Meeting
2. November 7, 2017 Workshop and Business Meeting
3. November 21, 2017 Executive Session Meeting
4. November 21, 2017 Business Meeting

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

1. Email dated 11/17/17 from M. Ender regarding superintendent's salary increase
2. Email dated 11/17/17 from B. Borowski regarding to renegotiate or not to renegotiate
3. Email dated 11/20/17 from B. Borowski regarding to reread or not to reread
4. Email dated 11/21/17 from R. Friedman regarding opposition to renegotiation of superintendent's contract
5. Email dated 11/26/17 from B. Borowski regarding electronic smoking devices and township ordinances

## PRESENTATIONS

- Retirement Recognition
- Board Recognition
- Upper Middle School Student Recognition
- Upper Middle School Yoga Club Presentation
- 1<sup>st</sup> Lt. Ashley Henderson Huff Memorial Drive: Michael Maloney, MVMC
- No Child Left Behind (NCLB) Title I Fiscal Year 2015 Audit Findings & Corrective Action Plan

## SUPERINTENDENT'S REPORT

### 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. Fire/Security Drill Report
  - c. Harassment, Intimidation and Bullying (HIB) Report
  
- 1.2 Memorandum of Agreement – Approve the Memorandum of Agreement and Addendum between School and Law Enforcement for the 2017-2018 school year.
  
- 1.3 Policy Adoption – Accept and adopt the following policies following a second reading:

0000.02	Introduction
1240	Evaluation of Superintendent
1240R	Evaluation of Superintendent
2415.06	Unsafe School Choice Option
2418	Section 504 of the Rehabilitation Act of 1973 – Students
2418R	Section 504 of the Rehabilitation Act of 1973 – Students
2622	Student Assessment
2700	Services to Nonpublic School Students
3221	Evaluation of Teachers
3221R	Evaluation of Teachers
3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
3222R	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
3223	Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
3223R	Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals

- 3224 Evaluation of Principals, Vice Principals and Assistant Principals
- 3224R Evaluation of Principals, Vice Principals and Assistant Principals
- 3240 Professional Development for Teachers and School Leaders
- 3240R Professional Development for Teachers and School Leaders
- 5330.04 Administering an Opioid Antidote
- 5339 Screening for Dyslexia
- 5460 High School Graduation
- 5465 Early Graduation
- 5610 Suspension
- 5610R Suspension Procedures
- 5620 Expulsion
- 7100 Long-Range Facilities Planning
- 7100R Long-Range Facilities Planning
- 8330 Student Records
- 8330R Student Records
- 8441 Care of Injured and Ill Persons
- 8441R Care of Injured and Ill Persons
- 8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods
- 8630 Bus Driver Responsibility
- 8630R Emergency School Bus Procedures

**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 2017-2018 - Approve the following Out-of-District placements for the 2017-2018 school year:

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
181675	Montclair Public Schools	11/17/17-6/18/18		\$14,486.45	\$14,486.45
105078	Somerset County Vo-Tech TOPS Withdrawal	11/16/17-6/30/17		-\$17,589.00	-\$17,589.00
102426	Douglass Developmental Disabilities Center	1/3/2018-6/15/2018		\$62,415.00	\$62,415.00

2.2 Consultant Approvals 2017-2018 - Approve the following consultants for the 2017-/2018 school year:

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
EBS-Educational Based Services	Speech Language Pathology	\$80.00/hour
	Occupational / Physical Therapy	\$85.00/hour
	Social Worker	\$65.00/hour
	School Psychologist	\$90.00/hour
	BCBA (Board Certified Behavioral Analyst)	\$120.00/hour
	Special Education Teacher	\$70.00/hour
	Speech/Language Evaluation	\$360.00 each
	Occupational or Physical Therapy Evaluation	\$382.50 each
	Psychological Evaluation	\$405.00 each
	Learning Disabilities Teacher Consult Evaluation	\$405.00 each

2.3 FY 2018 IDEA Grant Amendment – Approve an amendment to the FY 2018 IDEA Grant, due to the carry-over of funds from the FY2017 IDEA Grant. The amendment is being requested as a result of unexpended funds of \$78,047.00 in Basic.

2.4 FY2018 NCLB, Title Grant Amendment - Approve an amendment to the FY2018 ESEA Grant. The amendment is being requested to include carry over funds from last year.

2.5 Program of Studies/UMS – Approve the Montgomery Upper Middle School Program of Studies for the 2018-2019 school year.

2.6 Program of Studies/MHS – Approve the Montgomery High School Program of Studies for the 2018-2019 school year.

2.7 Classroom Based Research Project – Permission for Samantha Borelli (VES) to complete a research project in accordance with Policy 3245.

2.8 New Course – 2018-2019 – Approve the following new course for the 2018-2019 school year:

MHS – Physical, Earth and Life Sciences

2.9 FY2015 NJDOE Title I Audit Resolution – Resolution to certify findings of NCLB Title I Audit OFAC Case #SG-0022-15 were discussed at the public Board of Education meeting on December 19, 2017.

2.10 FY2015 NJDOE Title I Corrective Action Plan Resolution – Resolution to approve the Corrective Action Plan which addresses the findings of NCLB Title I Audit OFAC, Case #SG-0022-15.

- 2.11 Donation – Accept the donation of photography equipment and supplies from Mr. Albert Busler to be utilized by the Montgomery High School Photography program.

### 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 November 30, 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 November 30, 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 November 30, 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 November 30, 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 December – approve the monthly bills as follows:

General Operating	\$8,337,049.38
Food Services	\$128,339.30

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

3.7 Approve the Following Resolution Regarding the 2016-2017 Audit:

**Whereas**, the Montgomery Township Board of Education is in receipt of the Comprehensive Annual Financial Report FY 2016-17 (CAFR) and the Auditor’s Management Report as prepared and submitted by Suplee, Clooney & Company and

**Whereas**, the Montgomery Township Board of Education is required to accept the report and approve the corrective action plans for any recommendations from the auditing firm,

**NOW, THEREFORE BE IT RESOLVED** that the Montgomery Township Board of Education accepts and files with the Department of Education the Comprehensive Annual Financial Report and Management Report on Administrative Compliance and Performance for the Fiscal Year Ended June 30, 2017 and approves the following corrective action plan for the recommendation in the report.

Recommendation 2017-1: Appropriate controls should exist to ensure all checks be approved by the board.

Corrective Action: Detailed written procedures will be included in the bookkeeper standard operating procedures. The bill list will include an area for the bookkeeper to sign off that the procedures were followed.

3.8 Revised Award of Quote – Demolition of Four Prefabricated Trailers at the Old Board Office Site (Quote #Q18-44) – The award made on November 7, 2017 for demolition of four prefabricated trailers at the old Board Office site is being revised because the contractor failed to price the project up as a Prevailing Wage job. The revised cost of the project is as follows:

<u>Vendor</u>	<u>Previous Awarded on November 7, 2017</u>	<u>Revised Award</u>
ADS Environmental, Inc. Phillipsburg, NJ	\$27,896.00	\$32,696.00

3.9 Approval for the Purchase of Diesel Fuel – approve the purchase of Red Dyed #2 Diesel Ultra Low Sulfur Fuel and Red Dyed Winter Blend Ultra Low Sulfur Fuel entered into on behalf of the Somerset County Cooperative Pricing Bid #2SOCCP, Red Dyed #2 Diesel Fuel (Ultra Low Sulfur Diesel), Red Dyed Winter Blend Diesel and Fuel Oil, #CC-0036-17.

<u>Vendor</u>	<u>Fuel Type</u>	<u>Fixed Delivery Prices</u>
Riggins, Inc. Vineland, NJ	#2D Diesel Ultra Low Sulfur Fuel (April 16 <sup>th</sup> through October 31 <sup>st</sup> )	\$0.0559 per gallon
National Fuel Oil, Inc. Newark, NJ	#2D Winter Blend Ultra Low Sulfur Fuel (November 1 <sup>st</sup> through April 15 <sup>th</sup> )	\$0.0649 per gallon

3.10 Resolution Authorizing the Procurement of Goods and Services through State Agency for the 2017-2018 School Year

Whereas, the Montgomery Township Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

Whereas, the Montgomery Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

Whereas, the Montgomery Township Board of Education intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

Resolved, the Montgomery Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2017-2018 school year pursuant to all conditions of the individual State contracts; and be it further

Resolved, that the Montgomery Township Board of Education School Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

Resolved, that the duration of the contracts between the Montgomery Township Board of Education and the Referenced State Contract Vendors shall be from July 1, 2017, to June 30, 2018.

	<b>Vendors</b>	<b>State Contract #</b>
<b>Walk-in Bldg. Supplies (M-8001)</b>	Home Depot	#18FLEET000234
	Lowes Home Centers Inc.	#18FLEET000235
<b>NASPO Valuepoint Computer Equipment (M-0483)</b>	Cisco Systems, Inc.	#89966
	Dell Marketing	#89967
	HP Inc.	#89974
	Hewlett Packard Enterprise	#40116
	Howard Industries Inc.	#89976
	Lenovo United States	#40121
	Oracle America Inc.	#42967
<b>Software License &amp; Related Services (M-0003)</b>	CDW Government LLC	#89819
	Dell Marketing LP	#89850
	Insight Public Sector Inc.	#89853
	Shi International Corp.	#89851



<b>Data Communications Equipment (M-7000)</b>	Barracuda Networks Inc.	#88792
	Cisco Systems Inc.	#87720
	Dell Marketing LP	#88796
	Extreme Networks	#87722
	Authorized Dealer: Marketing Matters/Networking Matters	
	Hewlett Packard Enterprise	#88130
<b>Heating, Ventilating &amp; Air Conditioning Repair Parts (T-0537)</b>	Charles F. Connolly Dist. Co	#41607
	Lincoln Supply LLC	#41611
	T & T Supply Co. dba Johnstone Supply	#41608
<b>Maint. &amp; Repair for Heavy Duty Vehicles (T-2108)</b>	Campbell Freightliner, LLC	#89264
	Creston Hydraulics Inc.	#89297
	H A Dehart & Son Inc.	#89272
	Mercer Spring	#89285
	Raphael Bus Sales/ Irvin Raphael, Inc.	#89265
	R & H Truck Parts & Service Inc.	#89270
	Robert H. Hoover & Sons/ Hoover Truck Centers, Inc.	#89257
<b>Cabling Products &amp; Services, Data Center Management Solutions (T-1778)</b>	Graybar Electric Co. Inc.	#85151
<b>Classroom &amp; Library Furniture (G-1219)</b>	Adelphia Steel Equip Co.	#83724
	Brodart Company	#83737
	Jasper Seating Company Inc.	#83741
	Virco Inc.	#83753
<b>Library Supplies, School Supplies &amp; Teaching Aids (T-0114)</b>	Becker's School Supplies	#17FOOD00249
	Blick Art Materials, LLC	#17FOOD00254
	BMI Educational Service	#17FOOD00260
	Cascade School Supplies	#17FOOD00243
	CMF Business Supplies, Inc.	#17FOOD00252
	Demco Inc.	#17FOOD00246
	Discount School Supply	#17FOOD00251
	EAI Education Eric Armin	#17FOOD00258
	Educatemenet	#17FOOD00265
	Kaplan Early Learning	#17FOOD00248
	Kurtz Brothers	#17FOOD00247
	Lakeshore Learning Materials	#17FOOD00250

Lightspeed Technologies Inc. #17FOOD00261  
NASCO #17FOOD00267  
Paper Clips, Inc. #17FOOD00259  
S & S Worldwide Inc. #17FOOD00253  
School Specialty #17FOOD00242  
Includes: Abilitations Special Needs  
ABC Early Childhood  
Childcraft  
Premier Agenda's Inc.  
Sax Arts & Crafts  
Sportime  
Steps to Literacy #17FOOD00245  
Tele-Measurements, Inc. #17FOOD00256  
Troxell Communications Inc. #17FOOD00244  
United Supply Corp. #17FOOD00262

**Office Supplies & Recycled Copy  
Paper Statewide  
(T-0052)**

W. B. Mason #88839

**Plumbing & Heating Supplies/  
Equipment  
(T-0207)**

Lincoln Supply LLC #89799  
Madison Plumbing Supply #89797

**Sporting Goods  
(T-0118)**

Leisure Unlimited Corp./ #40743  
Leisure Sporting Goods

**Telecommunications Equipment  
& Services  
(T-1316)**

Unify Inc. #80803

**Tires & Tubes  
(M-8000)**

Goodyear Tire & Rubber Co. #82527  
Authorized Dealer:  
Custom Bandag, Inc.  
Service Tire Truck Center Inc.

**Wireless Devices and Services  
(T-216A)**

Verizon Wireless Inc. #82583

**Parts and Repairs for Lawn and  
Grounds Equipment  
(T-2187)**

Cammps Hardware & Lawn #43032  
Products Inc.  
Central Jersey Equipment, #43037  
LLC  
Cherry Valley Tractor Sales #43022  
Lawson Products Inc. #43023  
Storr Tractor Company #43038

<b>OEM Automotive Parts and Accessories For Light Duty Vehicles (T-2760)</b>	Flemington Dodge Chrysler Flemington Buick Chevrolet Malouf Ford Inc.	#79599 #79159 #79154 & #79165
<b>NON-OEM Automotive Parts and Accessories For Light Duty Vehicles (T-2761)</b>	Uni Select USA, Inc. dba Fleet Parts (Auto Plus)	#79599
<b>Publication Media (G-3000)</b>	EBSCO Subscription Services Perma Bound	#86068 #86070
<b>Radio Communications Equipment and Accessories (T-0109)</b>	Battery Zone Inc. Motorola Solutions Inc. Authorized Dealer: M & W Communications Inc. Pinnacle Wireless Inc. New Jersey Business Systems Pinnacle Wireless Inc.	#83910 #83909    #83899 #83918
<b>Furniture: Office, Lounge (G-2004)</b>	Adelphia Steel Equip Co.  Authorized Dealer: Ergospace Design, Inc. Nickerson NJ Inc. W.B. Mason The Hon Company Jasper Seating Co. Kimball International Authorized Dealer: Dancker, Sellow Douglas, Inc. Steelcase Inc. Authorized Dealer: Dancker, Sellow Douglas, Inc.	#81606     #81641 #81718 #81628  #81639
<b>Mailroom Equipment, Accessories, Supplies &amp; Maintenance (T-0200)</b> (Payment status only)	Mailfinance Inc. Neopost USA Inc.	#75239 #75256
<b>HVAC, Refrigeration and Boiler Services-Statewide (T-1372)</b>	Core Mechanical Inc. Marlee Contractors	#88697 #88692
<b>GSA/FSS Reprographics</b>	Ricoh Americas Corp.	#51464 & #51465

<b>Schedule Use</b> <b>(T-2075)</b> (Payment status only)	Sharp Electronics Corp	#51143
	Xerox Corporation	#51145
<b>Copiers, Maint., and Supplies</b> <b>(G-2075)</b>	Ricoh Americas Corp.	#40467
	Sharp Electronics Corp	#40468
	Xerox Corporation	#40469
<b>Electric Equipment &amp; Supplies, Luminaires w/Associated Lamps Light Poles – DOT</b> <b>(T-2419)</b>	Franklin Griffith, LLC	#88957
	Pemberton Electrical Supply Co.	#88955
<b>Electrical Equipment &amp; Supplies, North, Central &amp; South Regions</b> <b>(T-0167)</b>	Franklin Griffith, LLC	#85580
	Jewel Electric Supply Co.	#85578
	Pemberton Electrical Supply Co.	#85579
<b>Building Management – Life Safety Equipment; AED</b> <b>(T-2478)</b>	Lifesavers, Inc. Authorized Dealer: School Health Team Life	#84689
<b>Automotive Parts for Heavy Duty Vehicles</b> <b>(T-2085)</b>	Bus Parts Warehouse	#42088
	Campbell Freightliner, LLC	#42074
	Creston Hydraulics Inc.	#42125
	H A Dehart & Son Inc.	#42122
	Hoover Truck Centers, Inc.	#42068
	Lawson Products Inc.	#42111
	R & H Truck Parts & Service Inc.	#42078
	Wolfington Body Co. Inc.	#42076
<b>OEM &amp; Non-OEM Maintenance &amp; Repair Services for Light/Medium Duty Vehicles</b> <b>(T-0126)</b>	Campbell Freightliner, LLC	#40814
	Cliffside Body Corp.	#40822
	Creston Hydraulics Inc.	#40823
	H A Dehart & Son, Inc.	#40816
	Malouf Ford Inc.	#40808
	Raphael Bus Sales/Irvin Raphael, Inc.	#40818
<b>Industrial/MRO Supplies &amp; Equipment</b> <b>(M-0002)</b>	W.W. Grainger Inc.	#79875
<b>Enclosed Trailers, Single Axle/Double Axle, Up to 7,000 Lb. GVWR</b> <b>(T-2622)</b>	FDR Hitches	#82779

<b>Police and Homeland Security</b>	Triangle Communications, LLC	#81343
<b>Equipment and Supplies-Statewide</b>	West Trenton Hardware, LLP	#81353
<b>(T-0106)</b>		

#### **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**