

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Skillman, New Jersey 08558

**ORGANIZATION OF BUSINESS AND
ACADEMIC AFFAIRS AND BUSINESS MEETING**

Tuesday, April 30, 2019

_____ p.m. Executive Session

7:30 p.m. Public Session

Upper Middle School Media Center

**DRAFT AGENDA FOR ORGANIZATION OF BUSINESS AND
ACADEMIC AFFAIRS AND BUSINESS MEETING**

2018-2019 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 _____. 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 items related to personnel, harassment, intimidation and bullying reports, 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

PUBLIC HEARING ON THE 2019-2020 BUDGET

SUPERINTENDENT’S REPORT

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 five (5) 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.

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

1. March 12, 2019 Executive Session Meeting
2. March 12, 2019 Workshop and Business Meeting
3. March 20, 2019 Executive Session Meeting
4. March 20, 2019 Special Meeting
5. March 26, 2019 Executive Session Meeting
6. March 26, 2019 Business Meeting

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

PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Action Agenda** for up to a maximum of five (5) 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

ORGANIZATION MEETING

- I. Appointment of Anti-Bullying Specialists – It is recommended that the Board appoint the following personnel as Anti-Bullying Specialists for the 2019-2020 school year:
 - Tracy Vail and Wendy Senatra (OHES), Lauren Fornal and Jolene Schantz (VES), Lesley Haas and Kevin Armstrong and (MMS – Lower Campus), Jeanne Fedun and Allison Doyle Smith (MMS – Upper Campus), Keith Glock and Maureen Conway (MHS) – Students
 - _____, District Anti-Bullying Coordinator

- II. Appointment of Professional Services - It is recommended that the following contracts be issued and announced for the 2019-2020 school year:
 - IIA. Board Attorney - Whereas, the Montgomery Township Board of Education requires professional attorney services to be performed for the school year 2019-2020 and whereas, the firm of Fogarty & Hara are attorneys in the State of New Jersey and are willing to perform said services:

NOW THEREFORE IT IS AGREED: That the firm of Fogarty & Hara shall perform professional attorney services for the Montgomery Township Board of Education as requested by the Board.

That the Montgomery Township Board of Education will compensate Fogarty & Hara for said attorney services at the rate of one hundred and seventy-five (\$175) per hour for a partner and one hundred fifty-five dollars (\$155) for an associate for the year 2019-2020.

 - IIB. Architect of Record – Whereas, the Montgomery Township Board of Education requires professional architectural services to be performed for the school year 2019-2020 and whereas, the firm of Parette Somjen Architects are architects in the State of New Jersey and are willing to perform said services:

NOW THEREFORE IT IS AGREED: That the firm of Parette Somjen Architects shall perform professional architectural services for the Montgomery Township Board of Education as requested by the Board.

That the Montgomery Township Board of Education will compensate the firm of Parette Somjen Architects as follows and in accordance with their contract on file in the Board Secretary's office.

Schedule of Hourly Rates – 2019-2020

Principal(s): Licensed Architect	\$164.00
Partner(s): Licensed Architect	\$164.00
Director(s)	\$154.00
Senior Associate(s)	\$154.00
Associate(s)	\$143.00
Senior Project Architect(s)	\$143.00
Senior Project Engineer(s)/Senior Certified Interior Designer(s)	\$143.00
Project Architect(s)	\$122.00
Project Engineer(s)/Certified Interior Designer(s)	\$122.00
Contract Administrator(s)	\$107.00
Senior Assistant Project Manager(s)	\$102.00
Assistant Project Manager(s)	\$ 88.00
Job Captain	\$ 80.00
Architectural Intern(s): Designers: Level 3	\$ 79.00
Architectural Intern(s): Designers: Level 2	\$ 76.00
Architectural Intern(s): Designers: Level 1	\$ 62.00
Administrative Assistants	\$ 52.00

IIC. Appointment of Auditor – It is recommended that the Montgomery Township Board of Education appoint Suplee, Clooney & Company of Westfield, New Jersey as Auditor to the district for the 2019-2020 school year at the fee of \$27,050.00 in accordance with the scope of audit as defined in N.J.S.A. 18A:23.

It is also anticipated that additional services, if any, would be billed at standard hourly rates as follows:

Partner	- \$150 - \$175 per hour
Manager	- \$115 per hour
Senior Staff	- \$90 - \$105 per hour
Staff Accountant	- \$75 - \$85 per hour

IID. Appointment of School Physician – appoint Dr. Bert Mandelbaum as school physician for the 2019-2020 school year at the cost of \$20,000.

BUSINESS MEETING

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

2.0 CURRICULUM & INSTRUCTION

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

3.0 NON-INSTRUCTIONAL

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 preliminary reports as of March 31, 2019:

- 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 March 31, 2019.

3.3 Receipt of Certification from Board Secretary - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Mark Kramer, certify that as of March 31, 2019 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 March 31, 2019 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 April – approve the monthly bills as follows:

General Operating	\$
Food Service	\$

3.6 Travel Reimbursement –2018/2019 – approve the Board member and/or staff conference and travel expenses as per the attached list.

3.7 Approval of the Adoption of Estimated Tuition Rates for 2019-2020 - establish the following estimated tuition rates for the 2019-2020 school year:

Integrated Preschool	\$ 3,700
Kindergarten	\$
Grades 1-5	\$
Grades 6-8	\$
Grades 9-12	\$

Learning Language Disabled (LLD)	\$
Autistic	\$
Preschool Disabled (PSD)	\$
Moderate Cognitive Impaired	\$

3.8 A. Adoption of the 2019-2020 Proposed Budget – that the Board of Education adopt the 2019-2020 proposed budget as follows:

General Fund Current Expense	\$90,004,477
Special Revenue Fund	\$ 1,163,571
Debt Service Fund	<u>\$ 8,259,087</u>
Total Tentative Budget	\$99,427,135

B. Amount to be Raised for Taxes – General Fund – that the Board of Education acknowledge that \$78,165,892 be raised for General Funds for the ensuing school year (2019-2020).

- Montgomery portion \$76,187,448
- Rocky Hill portion \$ 1,978,444

C. Amount to be Raised for Taxes – Debt Service – that the Board of Education acknowledge that \$7,555,883 be raised to support the debt service budget for the ensuing school year (2019-2020).

- Montgomery portion \$7,497,431
- Rocky Hill portion \$ 58,452

3.9 Receipt/Award of Bid – District Fire Alarm Testing, Maintenance and Repair (Bid #B20-01) – Bids were received on April 17, 2019 for the district fire alarm testing, maintenance and repair as follows:

Vendors	Cost of Yearly Maintenance	Straight Time 8:00 AM-5:00 PM	After Hours and Weekends	Holidays	Cost of Replacement Parts
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It is recommended that the Board of Education award bid B20-01 for the district fire alarm testing, maintenance and repair as follows:

Vendors	Cost of Yearly Maintenance	Straight Time 8:00 AM-5:00 PM	After Hours and Weekends	Holidays	Cost of Replacement Parts
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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