

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

Meeting, Tuesday, July 16, 2019

6:00 p.m. Executive Session

7:30 p.m. Public Session

Montgomery High School Performing Arts Center

WORKSHOP AND BUSINESS MEETING AGENDA

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 July 12, 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, harassment, intimidation and bullying reports, special education settlement agreements, and shared services. 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

- Changing School Start Times for the Health and Education of Adolescents:
Dr. Bert Mandelbaum

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.

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. June 11, 2019 Executive Session Meeting
2. June 11, 2019 Workshop and Business Meeting
3. June 25, 2019 Executive Session Meeting
4. June 25, 2019 Business Meeting

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

1. Email dated 6/22/19 from S. Lee regarding Kid Connection
2. Email dated 6/26/19 from A. Bender regarding Thank You to OHES Teachers

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

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 Appointment of District Anti-Bullying Coordinator – 2019-2020 School Year – It is recommended that the Board appoint the following personnel as the District Anti-Bullying Coordinator for the 2019-2020 School Year:

- Kristen Taylor, District Anti-Bullying Coordinator

2.0 CURRICULUM & INSTRUCTION

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

2.1 FY2020 ESEA, Title I, Title IIA, Title III, and Title IV Grant Application – Approve submission of the proposed program plan and budget for the ESEA FY2020 in the amounts as follows:

Title I	\$280,532
Title IIA	\$ 79,498
Title III	\$ 17,961
Title IV	\$ 17,477

2.2 MHS Senior Class Trip to Florida – March 2020 - Approve the MHS Senior Class Trip to Disney World-Epcot Center, Orlando, Florida from March 3 – March 7, 2020, at no cost to the Montgomery Township School District.

2.3 Field Trip Approval - Approve the MHS Dance Team and Coaches to attend Dance Camp at Spooky Nook Sports in Manheim, Pennsylvania from July 22, 2019 to July 25, 2019, at no cost to the Montgomery Township School District.

2.4 Consultant Approvals 2019-2020 - Approve the following consultants for the 2019-2020 school year:

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Building Behavior Solutions, LLC	Conducting FBAs, Behavioral Consultation, Program Coordination Direct 1:1 ABA Therapy Full Day Training Half Day Training	\$145.00/hour \$80.00/hour \$1,200.00 \$800.00
Hunterdon Healthcare Speech & Hear Center	Central Auditory Process Evaluation w/Report* Comprehensive Audiometry Speech Evaluation	\$1,841.00/Eval \$841.00/Testing \$525.00/Eval
Morris-Union Jointure Commission	Occupational Therapy Physical Therapy	\$255.00/hour \$285.00/hour
NJ Commission for the Blind and Visually Impaired	Education Services for Students Level 1 Level 2 Level 3 Level 4	\$1,900 each \$4,500 each \$12,600 each \$14,300 each
Hunterdon Healthcare Developmental Pediatrics	<u>2019</u> Neurodevelopmental Evaluation Re-Evaluation Educational Evaluation Psychological Evaluation Speech/Hearing Evaluation <u>2020</u> Neurodevelopmental Evaluation Re-Evaluation Educational Evaluation Psychological Evaluation Speech/Hearing Evaluation	\$927.00/Eval \$537.00/Eval \$2058.00/Eval \$2331.00/Eval \$1565.00/Eval \$955.00/Eval \$554.00/Eval \$2120.00/Eval \$2401.00/Eval \$1612.00/Eval
Rubicon West, LLC	Two (2) days of professional development for staff on Rubicon Atlas during the 2019-2020 school year.	\$6,980.00 <i>Funded by ESEA Title II Grant Funds</i>

2.5 In-District 2019 ESY Placements – Approve the following student to attend the 2019 In-District Extended School Year Program at Montgomery High School, from July 8, 2019 through August 8, 2019.

- 102536

2.6 Out-of-District Placements 2018-2019

Approve the following Out-of-District placements for the 2018-2019 School Year.

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
000059	Sage Day School Withdrawal	6/11/19-6/14/19		-\$2,010.00	-\$2,010.00

2.7 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
100457	Collier School	9/4/19-6/21/20		\$69,510.00	\$69,510.00
102976	Montgomery Academy	7/1/19-6/23/20	\$7,251.20	\$65,260.80	\$72,512.00
105184	Collier School	7/8/19-6/21/20	\$9,930.00	\$59,580.00	\$69,510.00
102370	Collier School	7/8/19-6/21/20	\$9,930.00	\$59,580.00	\$69,510.00
105165	Rock Brook School	7/8/19-6/18/20	\$10,458.00	\$62,748.00	\$73,206.00
105165	Rock Brook School 1:1 Aide	7/8/19-6/18/20	\$6,809.40	\$40,856.40	\$47,665.80
105366	Rock Brook School	7/8/19-6/18/20	\$10,458.00	\$62,748.00	\$73,206.00
101624	Rock Brook School	7/8/19-6/18/20	\$10,458.00	\$62,748.00	\$73,206.00
103264	Rock Brook School	7/8/19-8/16/19	\$10,458.00		\$10,458.00
101293	Rock Brook School	7/8/19-6/18/20		\$62,748.00	\$62,748.00
101432	New Hope Academy	7/2/19-6/12/20	\$5,544.40	\$42,400.00	\$47,944.40
057415	Lakeview School	7/8/19-6/18/20	\$15,139.50	\$90,837.00	\$105,976.50
105191	Garfield Park Academy	7/8/19-6/19/20	\$6,259.60	\$56,336.40	\$62,596.00
105191	Garfield Park Academy	7/8/19-6/19/20	\$2,980.00	\$26,820.00	\$29,800.00
103382	Academy Learning Center	7/1/19-8/12/19	\$5,075.00		\$5,075.00
103382	Academy Learning Center 1:1	7/1/19-8/12/19	\$3,306.00		\$3,306.00

- 2.8 NJSIAA Membership 2019-2020 - Approve Montgomery High School to continue its membership for 2019-2020 in the New Jersey State Interscholastic Athletic Association at a cost of \$2,150.00 and abide by all bylaws, rules and regulations including student-athlete eligibility.

3.0 FINANCE

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

3.1 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 June 30, 2019 within the 2018-2019 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.

3.2 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 June 30, 2019 and July 17, 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 **\$5,221,090.28** and

General Account	\$5,118,724.77
Food Service Account	\$ 102,365.51
TOTAL	\$5,221,090.28

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.

3.3 Travel Reimbursement –2019/2020 – Approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 7/16/19.

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

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

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

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

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

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

3.7 Approval of Fees for the 2019-20 School Year – approve the following fees for the 2019-20 school year:

- High School student parking fee – \$100
- High School football games – Adults \$5, Out-of-District Students \$2
- High School basketball games – Adults \$4, Out-of-District Students \$2
- High School wrestling matches – Adults \$4, Out-of-District Students \$2
- High School fall play – Adults \$6, Students \$5
- High School spring musical – Adults \$10, Students \$5
- Upper Middle School spring musical – Adults \$10, Students \$5
- Lower Middle School spring musical – Adults \$10, Students \$5

3.8 Resolution for School Depositories, Accounts and Signatories

WHEREAS, there is a need to designate public depositories and authorized signatories for various accounts.

NOW THEREFORE, BE IT RESOLVED, that the Montgomery Township Board of Education, County of Somerset, State of New Jersey, designates TD Bank as the official depository of the Board; and

BE IT FURTHER RESOLVED, the following officers are hereby authorized to deposit any and all monies, checks, drafts, notes, acceptances, or other evidences of indebtedness which may hereafter come into the Montgomery Township school district and the said bank be and are hereby authorized to make payment from the funds on deposit with them upon and according to the checks, drafts, notes or other acceptance of the Board signed by the following officers (facsimile stamps can be used):

Account	Number of Signatures Required	By Whom
General Account	Three (3)	Board President Superintendent Board Secretary

Payroll Agency Account	One (1)	Board Secretary
Summer Payroll Account	One (1)	Board Secretary
Salary Account	One (1)	Board Secretary
Vision Plan Account	One (1)	Board Secretary
Cafeteria Account	Three (3)	Board President Superintendent Board Secretary
Flexible Spending Account	Two (2)	Board President Superintendent Board Secretary
Unemployment Trust Fund	Two (2)	Board President Superintendent Board Secretary
Summer Enrichment Account	One (1)	Board Secretary
Orchard Hill Elementary School Student Activity Account	Two (2)	Principal Principal Secretary
Village Elementary School Student Activity Account	Two (2)	Principal Principal Secretary
Lower Middle School Student Activity Account	Two (2)	Principal Principal Secretary
Upper Middle School Student Activity Account	Two (2)	Principal Principal Secretary
Montgomery High School Student Activity Account	Two (2)	Principal Principal Secretary
Montgomery High School Athletic Account	Two (2)	Athletic Director Board Secretary

BE IT FURTHER RESOLVED, that the Montgomery Township Board of Education designates TD Bank as the bank for deposits and withdrawals for the above listed accounts; and

BE IT FURTHER RESOLVED, that all funds on deposit for the above listed accounts at TD Bank may be withdrawn on school warrant or wire transfer as requested as per signature cards.

3.9 Receipt/Award of Bid – Lease Purchase Financing (B20-03) – Bids were received on July 11, 2019 for lease purchase financing and awarded by the Montgomery Township Board of Education as follows:

Respondent	Index Federal Reserve ICE Like term Constant Maturity%/ Index Date	Purchase Option Penalty (% of outstanding principal balance)	Rate Quote	Additional Fee	Total Cost of Financing
US Bancorp Government Leasing and Finance, Inc. NJ	1.815% 5 Yr. Swaps 7/8/2019	103% or Break Funding	2.2361%	No Fees	\$36,673.81
Bank Funding LLC.	1.74% 3 Yr. Swaps Not Provided	101%	2.13%	\$750.00 Escrow Fee	\$36,291.40 Award
TD Equipment Finance, Inc.	Cost of Funds	Yield Maintenance	2.3226%	No Fees	\$38,659.21

Based upon the above results we recommend award be made to BankFunding, LLC that the financing will be provided by BciCapital, Inc., Orlando, FL, as Assignee of BankFunding, LLC. BciCapital is a subsidiary of City National Bank, Miami, FL at their rates and index as listed above.

3.10 **Approval of Change Orders for Site Improvements at Montgomery Upper Middle School**

WHEREAS, on 01/15/2019 the Montgomery Township Board of Education awarded Top Line Construction Corporation a bid numbered CP19-02/PSA-6423UMS for site improvements at Montgomery Upper Middle School in the total contract lump sum of \$1,523,297.00 inclusive of a \$50,000 general allowance amount and inclusive of a \$52,165 restoration allowance; and

WHEREAS, the district architect, Parette, Somjen Architects for the site improvement at the Montgomery Upper Middle School project, has determined a need for and is recommending to the board two change orders:

- Change order #1 in the amount of \$5,832 to install and splice a new piece of exterior collects cable that was damaged during excavation.
- Change order #2 in the amount of \$16,410 to remove an additional tree, and curbing and add additional storm water grades.
- Change order #3 in the amount of \$6,221.11 for labor and equipment to install new electrical conduit for existing poll lights.

WHEREAS, the Operations, Facilities and Finance Committee was given approval at the June 25, 2019 board meeting to approve change orders during the summer; and

WHEREAS, the School Business Administrator informed the members of the Operations, Facilities and Finance Committee to which all committee members supported; and

WHEREAS, below is an accounting of the contract and allowances inclusive of change orders 1, 2 & 3:

Original Contract Amount Including Allowances		\$ 1,523,297.02
Total General Allowances Included in Contract	\$ 50,000.00	
Change Orders Affecting Allowances		
Change Order #1	(5,832.00)	
Change Order #2	(16,410.00)	
Change Order #3	(6,221.11)	
Change Order #4	(15,163.00)	
Unused Allowance	\$ 6,373.89	
Total Restoration Allowances Included in Contract	\$ 52,165.00	
Change Orders Affecting Allowances		
None		
Unused Allowance	\$ 52,165.00	
Change Orders Not Affecting Allowances		
None		
Potential Credit for Unused Allowance		(58,538.89)
Adjusted Contract Balance		\$ 1,464,758.13

NOW, THEREFORE BE IT RESOLVED, that the Montgomery Board of Education approves the district's Architect of Record, Parette, Somjen Architects, recommendation that the Montgomery Upper Middle School site improvement change order #1 in the amount of \$5,832; change order #2 in the amount of \$16,410; and change order #3 in the amount of \$6,221.11; and

BE IT FURTHER RESOLVED that, 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 Township Board of Education with regard to exercising the intent of this resolution.

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