

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

Meeting, Tuesday, March 24, 2020

5:30 p.m. Executive Session

6:00 p.m. Public Session

Board of Education Office – Large Conference Room

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 8, 2020 and March 19, 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, 4, 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 – 6:00 p.m.

SALUTE THE FLAG

SUPERINTENDENT’S REPORT/PRESENTATIONS

- Student Safety Data System (SSDS) Report, 2019-2020: Period 1
- Harassment, Intimidation and Bullying (HIB) – Investigations, Trainings and Programs: 2019-2020, Period 1

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. February 4, 2020 | Executive Session I Meeting |
| 2. February 4, 2020 | Executive Session II Meeting |
| 3. February 4, 2020 | Special Meeting |
| 4. February 10, 2020 | Executive Session Meeting |
| 5. February 11, 2020 | Executive Session Meeting |
| 6. February 12, 2020 | Executive Session Meeting |
| 7. February 18, 2020 | Executive Session Meeting |
| 8. February 19, 2020 | Executive Session Meeting |
| 9. February 25, 2020 | Executive Session Meeting |
| 10. February 25, 2020 | Business Meeting |

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

1. Email dated 3/2/20 from P. Johnson regarding superintendent search
2. Email dated 3/10/20 from C. Callan regarding MHS parking fee
3. Email dated 3/11/20 from J. Garhart regarding hourly employee wages
4. Email dated 3/12/20 from G. Liu regarding school closing
5. Email dated 3/12/20 from J. James regarding UMS musical
6. Email dated 3/12/20 from A. Das regarding UMS musical
7. Email dated 3/12/20 from J. Leonard regarding assisting with networking needs
8. Email dated 3/17/20 from J. Romano regarding Thank You

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
 - d. Student Safety Data System (SSDS) Report, 2019-2020 School Year: Period 1
- 1.2 Policy First Reading - Accept the following policies and regulations as a first reading:

3370	Teaching Staff Member Tenure
4219	Commercial Driver Controlled Substances and Alcohol Use Testing
7440	School District Security
7440R	School District Security
8670	Transportation of Students with Special Needs

- 1.3 Authorization under Board Policy 8467 Weapons – approve the following resolution to authorize the School District Director of Safety and Security to carry a firearm on school property:

WHEREAS, Board Policy 8467 Weapons states that the Board of Education prohibits the possession, use, or exchange of any weapon in any school building, on ground grounds, at any school sponsored event, and on school sanctioned transportation except as the possession and use of a weapon is authorized by law and required in the performance of the possessor’s duty; and

WHEREAS, the Board of Education approved the job description on October 15, 2019 for the Director of Safety and Security; and

WHEREAS, one of the qualifications required for this position is for the employee to have a current permit to carry a gun; and

WHEREAS, it is in the school district’s best interest for safety and security that the employee be authorized by the Board of Education to carry a gun while on school property in order to be able to perform the duties outlined in the job description.

NOW THEREFORE BE IT RESOLVED, that the Board of Education authorize Thomas Wain, Director of Safety and Security to carry a gun on school property in accordance with Board Policy 8467 Weapons and the job description for the Director of Safety and Security effective immediately.

2.0 CURRICULUM & INSTRUCTION

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

- 2.1 Donation – Accept the donation of four upgraded drinking fountains with bottle fillers and necessary plumbing parts from the Orchard Hill Elementary School/Village Elementary School PTA. Two fountains will be utilized at Orchard Hill Elementary School and two fountains will be utilized at Village Elementary School.

2.2 Out-of-District Tuition Student – Accept the following student for the grade indicated at the Board-approved tuition rate for the 2020-2021 school year: R.P. – Kindergarten.

2.3 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
107036	Honor Ridge Academy	3/2/20-6/19/20		\$28,840.00	\$28,840.00
102962	Bridge Academy	3/9/20-6/16/20		\$15,817.75	\$15,817.75

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

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Children’s Hospital of Philadelphia	Medical Bedside Instruction	\$57.99/hour
Behavior Therapy Associates	Behavioral Consultations/Functional Behavioral Assessments Katherine DeCotiis Wiedemann	\$200.00/hour
ReThink Theatrical	Provide on-site professional development for high school science teachers to integrate theatre arts, literature, and environmental science.	\$1,500.00 To be funded by Title II
Dr. Melissa Sadin	Provide three (3) days of on-site professional development to staff on Trauma Informed Schools.	\$10,500.00 To be funded by Title II
Fireplace, Inc.	Annual software subscription to SMORE	\$999.00 To be funded by Title II

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 February 29, 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 February 29, 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 February 29, 2020 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 March 25, 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 \$10,410,165.57 and

General Account	\$10,237,971.32
Food Service Account	\$172,194.25
TOTAL	\$10,410,165.57

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 3/24/20.
- 3.5 Approve the Following Resolution Authorizing Agreement for Certain Legal Services – approve the following resolution:

WHEREAS, there exists a need for specialized legal services in connection with the capital program and the authorization and the issuance of obligations of the Board of Education of the Township of Montgomery in the County of Somerset (the “Board”), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided only by a recognized Bond Counsel firm, and the law firm of McManimon, Scotland & Baumann, LLC., Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose;

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONTGOMERY IN THE COUNTY OF SOMERSET AS FOLLOWS:

1. The law firm of McManimon, Scotland & Baumann, LLC., Roseland, New Jersey is hereby retained to provide specialized legal services necessary in connection with the capital program and the authorization and the issuance of obligations of the Board in accordance with an Agreement dated as of March 24, 2020 and submitted to the Board (the “Contract”).

2. The Contract is awarded without competitive bidding as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.
4. A notice in accordance with the Public School Contracts Law of New Jersey in the form attached hereto shall be published in the Courier News.

3.6 Approve the Following Resolution Authorizing Agreement for Certain Financial Advisory Services – approve the following resolution:

WHEREAS, there exists a need for specialized financial advisory services in connection with the financing of not-to-exceed \$11,000,000 Refunding School Bonds (“Bonds”) by The Board of Education of the Township of Montgomery in the County of Somerset, New Jersey (the "Board"), a body corporate of the State of New Jersey, including the review and compilation of financial and demographic information of the School District; obtaining the appropriate credit enhancements; structuring the various terms and conditions associated with the financing in order to maximize the interest savings; and general advice to the Board about the various financial aspects of the financing; and

WHEREAS, such financial advisory services can be provided only by a recognized firm specializing in public finance, and the firm of Phoenix Advisors, LLC, Bordentown, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose;

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONTGOMERY IN THE COUNTY OF SOMERSET, NEW JERSEY AS FOLLOWS:

1. The firm of Phoenix Advisors, LLC, Bordentown, New Jersey is hereby retained to provide specialized financial advisory services necessary in connection with the Bonds by the Board in accordance with a Proposal submitted to the Board (the "Proposal").
2. The Proposal is awarded without competitive bidding in accordance with N.J.S.A. 18A:18-5(a)(2) because such services are considered extraordinary and unspecifiable in their nature.
3. A copy of this resolution as well as the Proposal shall be placed on file with the Secretary of the Board.

3.7 Renewal of Contract/Building Use at the Montgomery Township School District (B18-04) – renew for the 2020-2021 school year the following bid; B18-04 of 2017-2018, awarded on May 23, 2017 for \$142,000.00, renewed on April 24, 2018 for \$144,144.20 and renewed on May 21, 2019 for \$147,027.09 in accordance with N.J.S.A. 18A:18A-42.

Vendor
Princeton Family YMCA \$149,967.63
Princeton, NJ

The increase is based on the Current Index Rate of 2% effective January 30, 2020.

3.8 Receipt/Award of Bid – Student Transportation Services – School Related Activity (Rebid B20-07) – Bids were received on March 12, 2020 for student transportation services–school related activity as follows:

*No bids were received on Thursday, March 12, 2020 for the rebid of
B20-07, Student Transportation Services – School Related Activity.*

Request permission from the Board to negotiate this transportation service contract.

3.9 Renewal of Bus Routes - approve the renewal of Bid B19-07, multi-contract RTT19 to Montgomery HS, Montgomery Upper MS, Montgomery Lower MS, Village Elementary and Orchard Hill Elementary School for the 2020-2021 school year to Krapf School Bus NJN Inc., Flemington as follows contingent upon the contractor agreeing to a reduction in payments as outlined in the addendum to the 2019-20 transportation contracts:

Triple	Route#	2019-20 Cost	Increase	2020-21 Cost	Mileage +/-
TT7	11H	22,826.25	388.04	23,214.29	1.95
	17LM	22,826.25	388.04	23,214.29	1.95
	3R	22,826.25	388.04	23,214.29	1.95
TT8	14H	22,826.25	388.04	23,214.29	1.95
	13LM	22,826.25	388.04	23,214.29	1.95
	8R	22,826.25	388.04	23,214.29	1.95
TT9	15H	22,826.25	388.04	23,214.29	1.95
	7LM	22,826.25	388.04	23,214.29	1.95
	7R	22,826.25	388.04	23,214.29	1.95
TT21	18H	22,826.25	388.04	23,214.29	1.95
	7UM	22,826.25	388.04	23,214.29	1.95
	10V	22,826.25	388.04	23,214.29	1.95
TT12	26H	22,826.25	388.04	23,214.29	1.95
	5LM	22,826.25	388.04	23,214.29	1.95
	12R	22,826.25	388.04	23,214.29	1.95
Total		\$342,393.75	\$5,820.60	\$348,214.35	

- 3.10 Renewal of Bus Routes - approve the renewal of Bid B19-02, multi-contract MTT19 to Montgomery HS, Montgomery Upper MS, Montgomery Lower MS, Village Elementary and Orchard Hill Elementary School for the 2020-2021 school year to May Transportation, Dayton as follows:

Triple	Route#	2019-20 Cost	Increase	2020-21 Cost	Mileage +/-
TT11	25H	23,008.86	0.00	23,008.86	1.65
	4LM	23,008.86	0.00	23,008.86	1.65
	9R	23,008.86	0.00	23,008.86	1.65
TT24	23H	23,008.86	0.00	23,008.86	1.65
	9UM	23,008.86	0.00	23,008.86	1.65
	10R	23,008.86	0.00	23,008.86	1.65
Total		\$138,053.16	\$0.00	\$138,053.16	

- 3.11 Renewal of Bus Routes - approve the renewal of Bid B19-02, multi-contract FSTT19 to Montgomery HS, Montgomery Upper MS, Montgomery Lower MS, Village Elementary and Orchard Hill Elementary School for the 2020-2021 school year to First Student, Hillsborough as follows contingent upon the contractor agreeing to a reduction in payments as outlined in the addendum to the 2019-20 transportation contracts:

Triple	Route#	2019-20 Cost	Increase	2020-21 Cost	Mileage +/-
TT1	2H	22,809.20	387.75	23,196.95	1.00
	15LM	22,809.20	387.75	23,196.95	1.00
	16R	22,809.20	387.75	23,196.95	1.00
TT10	22H	22,907.20	389.42	23,296.62	1.00
	21UM	22,907.20	389.42	23,296.62	1.00
	17V	22,907.20	389.42	23,296.62	1.00
Total		\$137,149.20	\$2,331.51	\$139,480.71	

- 3.12 School Lunch Prices – 2020/2021 – approve the following lunch prices and à la carte items as attached on Schedule A for the 2020/2021 school year:

<u>Type A Lunches</u>		<u>Milk Prices</u>	
Elementary (Grades 1-6)	\$2.70	Student	\$0.75
Middle School (Grades 7-8)	\$3.10 - \$5.50	Adult	\$0.75
High School	\$3.10 - \$5.50		
Reduced Lunch	\$0.40		
Adult at Elementary Schools	\$3.20		
Adult at Middle School	\$3.10 - \$5.50		
Adult at High School	\$3.10 - \$5.50		

- 3.13 Approve a Lease Purchase of New Copiers – approve the following resolution:

WHEREAS, the Montgomery Township Board Of Education has elected to lease-purchase new copiers under NJ State Contract Commodity Code G-2075 and NJ State Contract A40467, SIN (Special Item Number) 51-58 lease to purchase copiers and

WHEREAS, Ricoh USA INC. through their authorized dealer Atlantic Tomorrows' Office of 134 West 26th Street, New York, NY 10001 has provided the district with NJ State Contract pricing

RESOLVED that the Montgomery Township Board of Education shall enter into a lease-purchase agreement with Ricoh USA INC. through their authorized dealer Atlantic Tomorrows' Office of 134 West 26th Street, New York, NY 10001/Municipal Capital Finance 4600 Broadway, Allentown, PA 18104 for Savin multi-functional copiers for a term of 60 months.

RESOLVED that the lease purchase will not exceed \$66,336 in a fiscal year and that the excess usage rate in excess of 1,000,000 copies will be at \$.0034 per copy per the terms annual conditions of the NJ State Contract Terms and Conditions.

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