

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Skillman, New Jersey 08558

Meeting, Tuesday, November 15, 2022

6:15 p.m. Executive Session

7:30 p.m. Public Session

Montgomery Lower Middle School Cafeteria

BUSINESS MEETING AGENDA

2022-2023 District Goals

- Goal 1: Academic - Increase the understanding and implementation of *Universal Design for Learning*, a framework that guides the design of learning experiences to proactively meet the needs of all types of learners, in order to improve student success across all classroom settings.
- Goal 2: Equity - Increase *cultural competency* among administration, staff, and students in order to create a work and learning environment that supports diversity, equity, and inclusion.
- Goal 3: SEL - Increase staff training and implementation of research-based, trauma-informed strategies that will decrease stress, promote wellness, build resilience and create a supportive learning environment for all students, administration, and staff.
- Goal 4: Communication - Improve all methods of communication to deliver clear and transparent district messaging to all district stakeholders by leveraging social media platforms, the website, and email blasts to increase engagement with the community.

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 5, 2022 and November 9, 2022. 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 – 7:30 p.m.

SALUTE THE FLAG

MTSD STUDENT REPRESENTATIVE REPORT

SUPERINTENDENT’S REPORT / PRESENTATIONS

- Montgomery Upper Middle School - School Leadership Team (SLT)

NEW BUSINESS FROM BOARD/PUBLIC

The Board of Education welcomes and encourages input from the public. Members of the public are allotted one opportunity to bring any new 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.

Before you make your comment, please state your name and address and write both in the notebook provided. Being mindful of privacy rights regarding students and board employees and to avoid any potential liability on the part of the speaker, the board discourages references to specific individuals. While directing your comments or questions to the board president, please understand that the public comment portions of the meeting are not structured as question and answer sessions but rather are offered as opportunities for you to share your thoughts with the board. 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 with the school district. However, responses may be provided at the end of this session. There are times when comments and questions will require additional fact gathering before a response is provided.

COMMITTEE/REPRESENTATIVE REPORTS

Representative Reports

- 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)
- Equity Committee (EC)
- Anti-Racism and Reform Sub-Committee (ARRSC)
- Operations, Facilities and Finance Committee (OFF)
- Policy and Communications Committee (PCC)
- Human Resource Committee (HRC)
- Officers' Report
 - Special Ed Ad Hoc Committee Report on IEP Process

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

1. October 18, 2022 Executive Session Meeting
2. October 18, 2022 Business Meeting
3. October 20, 2022 Executive Session Meeting

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

1. Email dated 10/14/22 from J. Morris regarding BOE Meeting Recording
2. Email dated 10/14/22 from J. Morris regarding Email Contains Broken Link
3. Email dated 10/14/22 from S. McCoy regarding FDK Question & Inquiry
4. Email dated 10/14/22 from M. McLoughlin regarding BOE Meeting Recording
5. Email dated 10/17/22 from G. Zayova regarding OPRA Request
6. Email dated 10/17/22 from M. Daniels regarding Tuesday, 10/18/22 BOE Meeting
7. Email dated 10/19/22 from G. Zayova regarding OPRA Request
8. Email dated 10/19/22 from J. Church regarding Township Notification of Increases to Individual Kindergarten Tax Obligation
9. Email dated 10/20/22 from B. Larue regarding Public Schools
10. Email dated 10/20/22 from J. Church regarding Public Comment Protocol and Unanswered Questions
11. Email dated 10/20/22 from M. McLoughlin regarding OPRA Request

12. Email dated 10/20/22 from M. McLoughlin regarding Public Comment Protocol and Unanswered Questions
13. Email dated 10/20/22 from G. Zayova regarding OPRA Request
14. Email dated 10/23/22 from C. Horn regarding Confirmation of Thank You Note
15. Email dated 10/24/22 from C. Horn regarding Full-Day K Bandit Signs
16. Email dated 10/24/22 from B. Larue regarding Public Schools
17. Email dated 10/26/22 from C. Horn regarding Full-day K Signs
18. Email dated 10/27/22 from M. McLoughlin regarding OPRA Request
19. Email dated 10/27/22 from C. Horn regarding Montgomery Full-day K Signs
20. Email dated 10/28/22 from M. McLoughlin regarding OPRA Request
21. Email dated 10/28/22 from M. McLoughlin regarding Montgomery Full-day K Signs
22. Email dated 10/28/22 from C. Horn regarding Montgomery Full-day K Signs
23. Email dated 10/28/22 from G. Zayova regarding OPRA Request
24. Email dated 10/28/22 from M. McLoughlin regarding Confirmation of Thank You Note
25. Email dated 10/28/22 from G. Zayova regarding OPRA Request
26. Email dated 11/2/22 from NJEFP regarding December Member Meeting
27. Email dated 11/2/22 from M. McLoughlin regarding New OPRA Request
28. Email dated 11/8/22 from M. McLoughlin regarding New OPRA Request

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. Bus Evacuation Drills – 2022-2023 SY, Fall 2022

1.2 Policy First Reading - Accept the following policies as a first reading:

- | | |
|---------|--|
| 2415 | Every Student Succeeds Act |
| 2415.04 | Title I District-Wide Parent and Family Engagement |
| 2415.50 | Orchard Hill Elementary School Title I School Parent and Family Engagement |
| 2415.51 | Village Elementary School Title I School Parent and Family Engagement |
| 2415.52 | Lower Middle School Title I School Parent and Family Engagement |
| 2415.53 | Upper Middle School Title I School Parent and Family Engagement |
| 2415.54 | Montgomery High School Title I School Parent and Family Engagement |

1.3 Policy Second Reading - Accept and adopt the following policies and regulation following a second reading:

- 1511 Board of Education Website Accessibility
- 1642 Earned Sick Leave Law
- 1642R Earned Sick Leave Law
- 1643 Family Leave
- 5722 Student Journalism

1.4 Policy and Regulation Abolishment - Approve the Board of Education to abolish the following policies and regulation:

- 2432 School Sponsored Publications
- 2432R School Sponsored Publications
- 3431.1 Family Leave
- 4431.1 Family Leave
- 3431.3 New Jersey Family Leave Insurance Program
- 4431.3 New Jersey Family Leave Insurance Program

1.5 School Safety and Security Plan - Approve the Montgomery Township School District School Safety and Security Plan Statement of Assurance for the 2022-2023 school year.

1.6 Memorandum of Agreement – Approve the Memorandum of Agreement between the Montgomery Township School District and Law Enforcement for the 2022-2023 school year.

1.7 HIB Self Assessment 2021-2022

WHEREAS, the Superintendent of Schools has recommended that the Board of Education approve the schools' completed Harassment, Intimidation, and Bullying Self-Assessment Scores for the 2021-2022 school year;

WHEREAS, the Board of Education finds that it is in the best interest of the school district to accept the Superintendent's recommendation;

NOW, THEREFORE BE IT RESOLVED, that the HIB School Self-Assessment as presented at the September 27, 2022 Board Meeting is approved by the Board of Education.

1.8 Nursing Services Plan – Approve the Montgomery Township School District Nursing Services Plan for the 2022 – 2023 school year.

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: 2022-2023 - Approve the following Out-of-District placements for the 2022-2023 School Year:

Student ID	School	TUITION			
		Dates	ESY	RSY	Total for Year
107370	Morris-Union Jointure Withdrawal	11/1/22 – 6/9/23		-\$75,977.46	-\$75,977.46

- 2.2 Consultant Approvals: 2022-2023 - Approve the following consultants for the 2022-2023 School Year:

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Dr. Colleen Sears	Provide 3 (three) days of professional development for district instrumental music staff to improve pedagogy and instructional practices. To be completed January 2023.	\$750.00 To be funded through ESEA Title II
Dr. Eric Laprade	Provide 3 (three) days of professional development for district instrumental music staff to improve pedagogy and instructional practices. To be completed January 2023.	\$750.00 To be funded through ESEA Title II

- 2.3 Science Olympiad Team Field Trip Approval – Approve the field trips for the MHS Science Olympiad Team to participate in Regional Invitational Competitions, at no cost to the Montgomery Township School District, to be held as follows:

Competition Site	Competition Dates
Cornell University, Ithaca, NY	November 18 – 19, 2022
Massachusetts Institute of Technology, Cambridge, MA	January 20 -21, 2023

- 2.4 Athletic Team Field Trip Approval - Approve the field trip for the Montgomery High School Varsity Cheerleading Team and coaches to participate in the National High School Cheerleading Championships in Kissimmee, Florida, from February 8, 2023 through February 14, 2023, at no cost to the Montgomery Township School District.
- 2.5 Athletic Team Field Trip Approval - Approve the field trip for the Montgomery High School Varsity Dance Team and coaches to participate in the National Dance Association Championship in Orlando, Florida, from March 2, 2023 through March 6, 2023, at no cost to the district.
- 2.6 Special Olympics New Jersey (SONJ) Grant for the 2022-2023 School Year – Accept grant money in the amount of \$3,000 from SONJ for school liaison positions in UMS for implementation of Unified Leadership, Unified Sports and Whole School Engagement programs.

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 October 31, 2022 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 October 31, 2022; 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 October 31, 2022 within the 2022-2023 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 List Fiscal Year 2023

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 15, 2022 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 \$10,020,374.31 and

General Account	\$10,017,345.15
Food Service Account	\$ 3,029.16
TOTAL	\$10,020,374.31

BE IT FURTHER RESOLVED, the list of bills is 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 – 2022-2023 – Approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 11/15/22.

3.5 Persons Designated to Sign Checks for the Ensuing Year - It is recommended that the Board adopt the following resolution authorizing check signatures:

RESOLVED: That the general account and food service account in the name of Montgomery Township Board of Education be opened or kept with TD Bank for the deposit in said Bank to the credit of these accounts from time to time of any and all moneys, checks, drafts, notes, acceptances or other evidences of indebtedness, whether belonging to these accounts or otherwise, which may be or thereafter come into its possession, and that the said Bank be and is hereby authorized to make payments from the funds on deposit with it upon and according to the checks, drafts, notes or acceptances of these accounts, to be signed with the following three signatures:

Zelda Spence-Wallace	President
Mary E. McLoughlin	Superintendent
Thomas M. Venanzi	Interim Board Secretary

In the event the President is unable to sign, Victoria Franco-Herman, First Vice President, will sign the checks.

Check signature for the Summer Enrichment; Payroll Account; Agency Account; Vision Plan; and Summer Payroll: School Business Administrator/Board Secretary

Two check signatures for the Flexible Spending Account; and Unemployment Trust Fund: Board President, Superintendent and School Business Administrator/Board Secretary.

Check signatures for School Activity Accounts: Administrator and Secretary

Check signature for Athletic Account: Athletic Director and School Business Administrator/Board Secretary

- 3.6 Chapters 192/193 Funding 2022-2023 – Approve additional funding under the provisions of Chapters 192/193, Nonpublic Auxiliary and Handicapped Services, in the amount of \$2,576.00 for the 2022-2023 school year to be allocated as follows:

	<u>Additional Funding</u>	<u>Year to Date</u>
Chapter 192 Compensatory Education	\$ 0.00	\$ 1,977.00
Chapter 192 E.S.L	<u>\$ 902.00</u>	<u>\$ 902.00</u>
Chapter 192 Total	<u>\$ 902.00</u>	<u>\$ 2,879.00</u>
Chapter 193 Initial Exam and Classification	\$ 0.00	\$10,609.00
Chapter 193 Annual Exam and Classification	\$ 0.00	\$ 380.00
Chapter 193 Corrective Speech	\$1,674.00	\$ 4,464.00
Chapter 193 Supplementary Instruction	<u>\$ 0.00</u>	<u>\$ 4,130.00</u>
Chapter 193 Total	<u>\$2,576.00</u>	<u>\$19,583.00</u>
 Grand Total		 \$22,462.00

- 3.7 FY 2023 IDEA Grant Carry-Over Amendment – Approve an amendment to the FY 2023 IDEA Basic Grant. This amendment is requesting to include \$36,728 in carry-over funds from last year, FY 2022.

	<u>Original Funding</u>	<u>FY 2022 Carry-Over</u>	<u>Current Funding After Amendment</u>
IDEA Basic	\$903,323	\$36,728	\$940,051
IDEA Preschool	<u>\$30,491</u>	<u>\$ 0</u>	<u>\$ 30,491</u>
	\$933,814	\$36,728	\$970,542

- 3.8 Authorizing Execution of an Agreement with the County of Union Cooperative Pricing System

Resolution of the Montgomery Township Board of Education to participate in the Union County Cooperative Pricing as follows:

WHEREAS, N.J.S.A. 40A 11-1 et.seq. authorizes contracting units to enter into Cooperative Pricing Agreements; and

WHEREAS, the County of Union hereinafter referred to as “the Lead Agency” has offered voluntary participation in a Cooperative Pricing System for the purchase of work, materials and supplies; and

WHEREAS, the Township of Montgomery Board of Education in the County of Somerset desires to participate in the Union County Cooperative Pricing Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Township of the Montgomery Board of Education, in the County of Somerset, State of New Jersey that the Township Council authorizes the Township of the Montgomery Board of Education to participate in the Union County Cooperative Pricing Agreement and execute a Cooperative Pricing Agreement with the County of Union upon its approval by the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that the County of Union as Lead Agency is expected to comply with the provisions of the Local Public Contracts Law (N.J.S.A. 40A 11-1 et. seq. and all of the provisions of the revised statutes of the State of New Jersey).

BE IT RESOLVED, by the Montgomery Township Board of Education, County of Somerset, State of New Jersey as follows:

1. The Montgomery Township Board of Education hereby authorizes the execution of an agreement with the Union County Cooperative Pricing Council Lead Agency pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is to become a member of the Union County Co-operative for a five (5) year period from October 19, 2022 through September 30, 2027.
 2. The Montgomery Township Board of Education is hereby directed to submit a copy of this adopted Resolution along with an executed Agreement to the County of Union as Lead Agency of the UCCPS.
 3. The Resolution shall take effect immediately upon final passage according to law. The School Business Administrator/Board Secretary is authorized and directed by the Montgomery Township Board of Education to perform all required acts to affect the purpose of this Resolution.
- 3.9 Approval for Weingart Landscaping – It is recommended that the Montgomery Board of Education approve Weingart Landscaping for the restoration/ yearly maintenance (3 visits) of the JV softball field, Varsity softball field and Varsity baseball field for \$39,300.00

<u>Vendor</u>	<u>Amount</u>
Weingart Landscaping Belle Mead, NJ	\$39,300.00

- 3.10 Approval for the Purchase of Renaissance Educational Software – Approve the purchase of 150 additional licenses of Renaissance Educational Software Star360, Math/Literacy Assessment/ Intervention software and digital library purchased initially on July 1, 2022 out of the ARP ESSER III funds budget account number 20-487-100-600 as follows:

<u>Vendor</u>	<u>Amount</u>
Renaissance Learning Wisconsin Rapids, WI	\$2,047.00

- 3.11 Approval for the Purchase of Tyler Technologies Software – Approve the purchase of proprietary software from Tyler Technologies to upgrade and maintain the routing and planning software for the Montgomery Township’s District bus routes as follows:

<u>Vendor</u>	<u>Amount</u>
Tyler Technologies Latham, NY	\$21,110.00

- 3.12 Resolution Appointing a Qualified Purchasing Agent

WHEREAS, N.J.S.A. 18A:18A-3 provides that contracts that do not annually exceed in the aggregate, the bid threshold, may be awarded by the purchasing agent without advertising for bids when so authorized by Board Resolution, and

WHEREAS, N.J.S.A. 18A:18A37, provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotation if so authorized by Board Resolution,

RESOLVED, that the Montgomery Township Board of Education, approves the appointment of Thomas M. Venanzi, Interim School Business Administrator, as the Qualified Purchasing Agent for the district according to the rules and Regulations of P.L. 1999 c. 440; and

BE IT FURTHER RESOLVED, that Thomas M. Venanzi is authorized to award contracts up to the QPA bid threshold of \$44,000 and establish the QPA quote threshold at \$6,600 as per N.J.S.A. 18A:18A-2 for the 2022-2023 school year.

- 3.13 Public Agency Compliance Officer (P.A.C.O.) – In accordance with N.J.A.C. 17:27-3.3 the Board designates Thomas M. Venanzi as the Public Agency Compliance Officer to ensure the Districts implementation and administration of all procedures pertaining to Equal Employment Opportunity and Affirmative Action for public procurement for the district.

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