

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

**Meeting, Tuesday, October 15, 2019**

**6:00 p.m. Executive Session**

**7:30 p.m. Public Session**

**Upper Middle School Media Center**

**WORKSHOP AND 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 4, 2019, and October 11, 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, and the superintendent search process. 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

- MTSD Statewide Assessment Results: 2018-2019
- District Student Safety Data System (SSDS) Report, 2018-2019, Period 2
- Harassment, Intimidation and Bullying (HIB) – Investigations, Trainings and Programs

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. September 10, 2019      Executive Session I Meeting
2. September 10, 2019      Executive Session II Meeting
3. September 10, 2019      Workshop and Business Meeting
4. September 24, 2019      Executive Session Meeting
5. September 24, 2019      Business Meeting

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

1. Email dated 9/24/19 from L. Rose regarding Verizon cell tower
2. Email dated 9/25/19 from W. Wang regarding AP Chinese tests offered to MHS students
3. Email dated 10/1/19 from Z. Lei regarding AP Chinese tests offered to MHS students
4. Email dated 10/2/19 from X. Yang regarding AP Chinese Test
5. Email dated 10/2/19 from Y. Fu regarding AP Chinese Test

6. Email dated 10/2/19 from R. Li regarding AP Chinese Test
7. Email dated 10/2/19 from W. Wanyan regarding AP Chinese tests offered to MHS students
8. Email dated 10/2/19 from T. Zhang regarding AP Chinese Test
9. Email dated 10/2/19 from Z. Gao regarding AP Chinese Test
10. Email dated 10/2/19 from A. Liu regarding AP tests to self-study students
11. Email dated 10/2/19 from W. Lin regarding school calendar
12. Email dated 10/2/19 from C. Zhao regarding Chinese AP test for MHS students
13. Email dated 10/2/19 from J. Zhu regarding Montgomery AP Chinese Test
14. Email dated 10/2/19 from C. Cui regarding Chinese AP test
15. Email dated 10/3/19 from G. Young regarding AP Chinese test
16. Email dated 10/3/19 from B. Wang regarding AP Chinese test
17. Email dated 10/3/19 from L. Lim regarding AP Chinese petition
18. Email dated 10/6/19 from Z. Lei regarding Chinese AP test for MHS students
19. Email dated 10/7/19 from W. Wang regarding MHS to offer AP Chinese tests to students
20. Email dated 10/8/19 from Z. Lei regarding Chinese AP tests offered to MHS students

### 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. Student Safety Data System (SSDS) Report, 2018-2019, Period 2
- 1.2 Policy Second Reading - Accept and adopt the following policies following a second reading:

2330	Homework
3125.2	Employment of Substitute Teachers
3141	Resignation
3211.3	Consulting Outside the District
3231	Outside Employment as Athletic Coach
4211.3	Consulting Outside the District
5752	Marital Status and Pregnancy
6831	Withholding or Recovering State Aid

### 1.3 HIB Self-Assessment 2018-2019

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 2018-2019 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 is approved by the Board of Education on October 15, 2019.

## 2.0 CURRICULUM & INSTRUCTION

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

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

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
Educational Specialized Associates LLC	Educational Evaluation Psychological Evaluation Neurological Evaluation Neurodevelopmental Assessment Speech/Language Assessment Occupational Therapy Evaluation Physical Therapy Evaluation Home Instruction Assistive Technology Evaluations	\$500.00/Eval \$500.00/Eval \$800.00/Eval \$800.00/Eval \$500.00/Each \$500.00/Each \$500.00/Each \$75.00/hour \$1200.00/Each
Nancy Distelcamp, Injury Prevention Coordinator Bristol-Myers Squibb Trauma Center at Capital Health Regional Medical Center	"Stop The Bleed" Professional Development Training November 6, 2019	No Charge
Voyager Sopris Learning Cambium Learning Group	½ Day Training on Language! Live	\$1,500.00

## 2.2 Out-of-District Placements 2019-2020

Approve the following Out-of-District placements for the 2019-2020 School Year:

<b>Pupil ID</b>	<b>School</b>	<b>TUITION</b>			
		<b>Dates</b>	<b>ESY</b>	<b>RSY</b>	<b>Total for Year</b>
103382	Academy Learning Center	9/4/19–6/19/20		\$56,340.00	\$56,340.00
103382	Academy Learning Center 1:1 Aide	9/4/19–6/19/20		\$39,420.00	\$39,420.00
000686	SC ESC Career Center – Part Time	9/5/19-6/30/20		\$15,750.00	\$15,750.00
000833	Shepard Preparatory High School	10/8/19-6/19/20		\$47,191.44	\$47,191.44
102423	Somerset County Vo-Tech Full Time	9/5/19-6/22/20		\$1,325.00	\$1,325.00
102061	Somerset County Vo-Tech Full Time	9/5/19-6/22/20		\$1,325.00	\$1,325.00
103271	Somerset County Vo-Tech Full Time	9/5/19-6/22/20		\$1,325.00	\$1,325.00
100781	Somerset County Vo-Tech Full Time	9/5/19-6/22/20		\$1,325.00	\$1,325.00
101608	Somerset County Vo-Tech Full Time	9/5/19-6/22/20		\$1,325.00	\$1,325.00
181958	Somerset County Vo-Tech Full Time	9/5/19-6/22/20		\$1,325.00	\$1,325.00
101449	Somerset County Vo-Tech Full Time	9/5/19-6/22/20		\$1,325.00	\$1,325.00
001253	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
101822	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
101315	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
100669	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
105505	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
100818	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
101318	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
107250	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
100273	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50

104713	Somerset County Vo-Tech	9/5/19-6/22/20		\$662.50	\$662.50
106544	Somerset County Vo-Tech TOPS	9/5/19-6/22/20		\$25,500.00	\$25,500.00
105893	Douglass Developmental Disabilities Center	10/21/19-6/18/20		\$93,305.29	\$93,305.29

### **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 September 30, 2019 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 September 30, 2019; 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 September 30, 2019 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 September 26, 2019, September 27, 2019, October 2, 2019 and October 16, 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 \$8,750,660.98 and

<b>General Account</b>	<b>\$8,496,543.91</b>
<b>Food Service Account</b>	<b>\$ 254,117.07</b>
<b>TOTAL</b>	<b>\$8,750,660.98</b>

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 10/15/19.

3.5 Submission of Comprehensive Maintenance Three-Year Plan – approve the following resolution regarding the approval and submission of the district’s comprehensive maintenance plan:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the plan for the various school facilities of the Montgomery Township School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, and

Now, therefore, be it resolved, that the Montgomery Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Montgomery Township School District in compliance with Department of Education requirements.

3.6 Approval of New Jersey School Boards Association to Perform Superintendent Search – approve the New Jersey School Boards Association to perform a superintendent search at a cost not to exceed \$15,000.

#### **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**