

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Minutes of the Thursday, January 3, 2019 6:15 P.M. Organization Meeting

These minutes were formally approved at the February 26, 2019 Business Meeting.

The Montgomery Township Board of Education held an organization meeting on Thursday, January 3, 2019 in the Upper Middle School media center.

ORGANIZATION MEETING

School Election Results

Ms. Wells announced the results of the annual election of November 6, 2018.

<u>Three Candidates (Three-year Term)</u>	<u>Number of Votes</u>
Joanne Tonkin	5,667
Minkyo Chenette	4,784
Richard T. Cavalli	4,470

Board Oath

Newly-elected board members, Ms. Tonkin, Ms. Chenette and Mr. Cavalli, all of whom had signed and executed the state required oath for school board members, were sworn into the board by Ms. Wells.

Roll Call - The following Board members were present: Richard Cavalli, Minkyo Chenette, Paul Johnson, Amy Miller, Ranjana Rao, Shreesh Tiwari and Joanne Tonkin

Absent: Phyllis Bursh and Mr. Doshi

Also Present: Nancy Gartenberg, Superintendent
Elizabeth Nastus, Assistant Superintendent
Annette M. Wells, Business Administrator/
Board Secretary
Robbin Boehmer, Assistant Business Administrator/
Assistant Board Secretary

Ms. Wells then read the following 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 10, 2018 and December 20, 2018. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Postings, PTSA Officers, Courier News, Princeton Packet, Trenton Times, and The Star Ledger.

Ms. Wells then led everyone in the Salute to the Flag.

Ms. Wells welcomed all to the organization meeting.

Election of Officers

Acting as temporary chairperson, Ms. Wells opened nominations for president of the board of education.

Mr. Tiwari nominated Mr. Cavalli. Mr. Cavalli accepted the nomination.

A motion was made by Mr. Tiwari and seconded by Ms. Rao to close nominations for president.

Upon call of the roll, Mr. Cavalli was voted as president with six members voting in favor and Ms. Tonkin voting against.

Mr. Cavalli announced that nominations were open for vice president of the board of education.

Ms. Miller nominated Ms. Chenette for vice president of the board of education, and Mr. Tiwari seconded the motion. Ms. Chenette accepted the nomination.

A motion was made by Ms. Tonkin and seconded by Mr. Tiwari to close nominations for vice president.

Upon call of the roll, Ms. Chenette was voted as vice president unanimously.

A motion was made by Ms. Rao and seconded by Mr. Tiwari that the Board of Education adopt the following resolutions:

Appointment of Board Secretary - approve the appointment of Annette M. Wells as Board Secretary and that the Board Secretary is authorized to invest district funds and make all deposits for the district.

Official Newspapers for Publication of Legal Notices - approve the designation of the The Courier News and/or The Star-Ledger as the newspapers to publish legal notices for the Board of Education.

Official Newspapers for Publication of "Open Public Meeting Law" Notices - approve the designation of The Princeton Packet, The Star-Ledger, The Courier News and The Trenton Times as the newspapers to receive notices of Board of Education meetings under the "Open Public Meetings Law."

TD Bank and Santander Bank Designated as Bank Depository - adopt the following resolution:

RESOLVED: That TD Bank be designated as the Depository of some of the funds of the Montgomery Township Board of Education in the various accounts for the ensuing year. For investment purposes, other institutions may be used at the discretion of the School Business Administrator. The following accounts are held with TD Bank:

General
Payroll
Agency
Food Service

Capital Reserve
 Flexible Spending Account
 Unemployment Trust
 Vision Account
 Summer Enrichment Account
 Summer Payroll
 Athletic Account

All Activity Accounts for each School

RESOLVED: That Santander Bank be designated as the Depository of some of the funds of the Montgomery Township Board of Education in the various accounts for the ensuing year. For investment purposes, other institutions may be used at the discretion of the School Business Administrator. The following accounts are held with Santander Bank:

Investment Account
 2016 Referendum Account
 Emergency Reserve Account

Persons Designated to Sign Checks for the Ensuing Year - 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:

Richard T. Cavalli	President
Annette M. Wells	Secretary
Charisse D. Gutierrez	Treasurer of School Moneys

In the event the President is unable to sign, Minkyo Chenette., Vice President, will sign the checks.

Check signatures for the Summer Enrichment; Salary Account; and Agency Account: Treasurer of School Moneys

Check signatures for the Flexible Spending Account: Treasurer of School Moneys 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

Petty Cash Funds - It is recommended that the Board, in accordance with NJSA 18:A19-3 authorize the Board Secretary to establish the following imprest-type petty cash funds for 2018-2019:

Board Office	\$ 225
Montgomery High School	250
Montgomery Middle School (Upper Campus)	250
Montgomery Middle School (Lower Campus)	150
Orchard Hill School	100
Village School	100

and that the maximum single expenditure which may be made from each fund shall be \$25; and that the following individuals will be responsible for the proper disposition of each fund:

Annette Wells	Board Office
Paul Popadiuk	Montgomery High School
Cory Delgado	Montgomery Middle School (Upper Campus)
Michael Richards	Montgomery Middle School (Lower Campus)
Susan Lacy	Village Elementary School
Kathleen Scotti	Orchard Hill Elementary School

Regular Board Public Meetings - adopt the attached calendar of Board of Education Meetings. Workshop Meetings will generally be held the second Tuesday of the month beginning at 7:30 p.m. The Business Meeting will generally be held the fourth Tuesday of the month beginning at 7:30 p.m. The meetings will be held in the Media Center of Montgomery Upper Middle School. During July, August, and December one Board meeting a month is scheduled (see Page 13).

Readoption of Curriculum and Courses of Study - It is recommended that the Board readopt the existing curriculum and courses of study.

RESOLVED, that all current written curriculum and courses of the District, as on file in the Office of the Superintendent, be adopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year, unless modified upon recommendation of the Superintendent.

Readoption of Textbooks - It is recommended that the Board readopt the existing textbooks for the 2019-2020 school year.

Readoption of Job Descriptions - It is recommended that the Board readopt the existing job descriptions:

RESOLVED, that all current written job descriptions in the District, as on file in the Office of the Superintendent, be adopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year, unless modified upon recommendation of the Superintendent.

Existing Board Policies Adopted for Ensuing Year - It is recommended that the Board adopt the existing policies of the Board of Education for the ensuing year with the understanding that revision of Board policy can be made at any time by Board action.

Code of Ethics - It is recommended that the Board adopt the New Jersey School Boards Association (NJSBA) Code of Ethics as it appears in the district's policy manual (Bylaws 0142):

I. NJSBA Code of Ethics for School Board Members

- A. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- B. I will make decisions in terms of the educational welfare of children and will strive for public schools which can meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- C. I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- D. I will carry out my responsibility, not to administer the schools, but together with my fellow board members, to see that they are well run.
- E. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action, which may compromise the board.
- F. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- G. I will hold confidential all matters pertaining to the schools, which if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board member, interpret to the staff the aspirations of the community for its schools.
- H. I will vote to appoint the most qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I. I will support and protect school personnel in proper performance of their duties.
- J. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

Upon call of the roll, the motions carried with a unanimous vote recorded.

Mr. Cavalli suggested that the following two resolutions be tabled until the next meeting.

Appointments – The Board President will make the following committee assignments for 2019:

- Members of the Assessment, Curriculum and Instruction Committee (ACI);
- Members of the Board of Education Executive Counsel Committee (BEC);
- Members of the Human Resource Committee (HRC);
- Members of the Operations, Facilities and Finance Committee (OFF);
- Members of the Policy and Communications Committee;
- Members of the Pupil Services and SEL Committee (PSELC);
- Legislative Liaison for the purpose of receiving materials;
- Board liaisons to the Montgomery Township PTSA;
- Liaison to the Montgomery Township-Rocky Hill Municipal Alliance Committee;
- Voting member and alternate to the New Jersey School Boards Association;
- Member and alternate to the Executive Committee of the Somerset County School Boards Association;

Election of Delegate - It is recommended that the Board of Education elect _____ as delegate to the Somerset County Educational Services Commission and _____ as an alternate delegate.

BOARD/PUBLIC COMMENTS

Ms. Lacy, Principal of Village Elementary School, welcomed Ms. Tonkin to the board. Mr. Popadiuk, Principal of Montgomery High School, read the following statement for Ms. Riddell, The Association for Principals and Supervisors of Montgomery Township (APSMT) President as follows: The APSMT is looking forward to a more positive and supportive climate in the new year. We are hoping that these sentiments are mutual and are shown in mindful conversations here at board meetings as well as in other informal and formal meetings. Montgomery is one of the top public school districts in our state and nation. Please be mindful that the power of your words and actions can have a substantial impact district wide. There are times when statements are made, publicly or privately, that are undermining and leave the educational professionals feeling unsupported. We encourage you to acknowledge and celebrate our far-reaching successes rather than focusing on minute, individual issues and agendas. We serve as a model to many districts and receive frequent visits from other schools, observing our practices and pedagogy. The relationship between the MTEA and APSMT is touted as a model of collaboration for other districts in the state of New Jersey. The work that we have done together has benefitted teachers, administrators and most importantly, our students. We look forward to a productive change this year regarding your support and trust in our administrative unit.

Mr. Scott Mason, President of the Montgomery Township Education Association, welcomed Ms. Tonkin to the board and asked for a moment of silence for Mr. Daniel Moore, a custodian who worked at Village Elementary School, who passed away this week. Mr. Mason stated that he

would like the new year to return to normalcy and resist bad faith bargaining. The Interest Based Bargaining update was not collaborative of team work.

Ms. Miller stated that the board wants to be open and collaborative, and the Interest Based Bargaining presentation was approved by all board members. We are united as a board. She is concerned about things posted on social media. She also asked Mr. Mason what was the purpose of putting the board members' pictures on the MTEA page.

ANNOUNCEMENTS BY THE PRESIDENT

None

ADJOURNMENT

A motion was made by Ms. Rao and seconded by Ms. Chenette to adjourn the meeting at 6:35 p.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells
School Business Administrator/
Board Secretary

APPROVED SCHEDULE OF BOARD MEETINGS

Following is the **APPROVED** meeting schedule for the Montgomery Township Board of Education for the year 2019. Generally the Board will meet on the second and fourth Tuesday of each month except in those cases where this date is a holiday and schools are closed. Then an alternate day shall be utilized. For the months of July, August, and December one meeting has been scheduled. The meeting place will be the Montgomery Middle School Upper Campus media center. The public portion of the meetings will begin at 7:30 p.m.

APPROVED: At the Montgomery Township Board of Education Organization Meeting of January 3, 2019.

Tuesday	Workshop/Business	January 15, 2019
Tuesday	Business	January 29, 2019
Tuesday	Workshop/Business	February 12, 2019
Tuesday	Business	February 26, 2019
Tuesday	Workshop/Business	March 12, 2019
Tuesday	Business	March 26, 2019
Tuesday	Workshop/Business	April 9, 2019
Tuesday	Business	April 30, 2019
Tuesday	Workshop/Business	May 14, 2019
Tuesday	Business	May 21, 2019
Tuesday	Workshop/Business	June 11, 2019
Tuesday	Business	June 25, 2019
Tuesday	Workshop/Business	July 16, 2019
Tuesday	Workshop/Business	August 20, 2019
Tuesday	Workshop/Business	September 10, 2019
Tuesday	Business	September 24, 2019
Tuesday	Workshop/Business	October 8, 2019
Tuesday	Workshop/Business	October 15, 2019
Tuesday	Workshop/Business	November 12, 2019
Tuesday	Business	November 26, 2019
Tuesday	Workshop/Business	December 17, 2019
Thursday	Organization and Business	January 2, 2020