

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION**  
**Orchard Hill Elementary School Cafeteria**  
**244 Orchard Road**  
**Skillman, New Jersey 08558**

**BUSINESS MEETING MINUTES**  
**Tuesday, November 21, 2023**  
**6:45 p.m. Executive Session**  
**7:30 p.m. Public Session**

**Call to Order – By Board President Spence-Wallace at 6:34 p.m.**

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, 2023 and November 17, 2023. 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 at a reasonable hour.

**ROLL CALL**

Martin Carlson – Present

Michelle Dowling – Present

Joanna Filak – Present

Victoria Franco-Herman – Absent

Christina Harris – Present (arrived at 6:39 p.m.)

Dr. Zelda Spence-Wallace – Present

Maria Spina – Present

Patrick Todd – Present

Ania Wolecka-Jernigan – Present

Absent: Victoria Franco-Herman

Also Present: Mary McLoughlin, Superintendent of Schools

Jack Trent, School Business Administrator/Board Secretary

David Palumbo, Associate School Business Administrator/Assistant Board Secretary

**EXECUTIVE SESSION**

A motion was made by Mr. Todd and seconded by Ms. Spina to approve the following resolution to convene in Executive Session at 6:35 p.m.

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.

Upon call of the roll, the motion carried unanimously.

**RECONVENE IN OPEN SESSION** – The Board returned from Executive session at 7:44 p.m.

**ROLL CALL**

Martin Carlson – Present  
Michelle Dowling – Present  
Joanna Filak – Present  
Victoria Franco-Herman – Absent  
Christina Harris – Present

Dr. Zelda Spence-Wallace – Present  
Maria Spina – Present  
Patrick Todd – Present  
Ania Wolecka-Jernigan – Present

Absent: Victoria Franco-Herman

Also Present: Mary McLoughlin, Superintendent of Schools  
Jack Trent, School Business Administrator/Board Secretary  
David Palumbo, Associate School Business Administrator/Assistant Board Secretary

**SALUTE THE FLAG**

**MTSD STUDENT REPRESENTATIVE REPORT** – Ms. Sophia Rab, Student Representative, reported that the students of Montgomery High School are succeeding. At the High School, the biliteracy and SAT testing are happening. They are also celebrating diversity and culture by

celebrating Diwali. The MHS marching band performed with the Rutgers band at halftime of a football game. Students are reviewing the Disney trip roommates list, and the MHS theater actors performed Radium Girls. The class of 2025 hosted a successful volleyball tournament. On December 9<sup>th</sup>, there will be a winter wonderland in the cafeteria at OHES. The students are looking forward to a homework-free break and Thanksgiving.

### **SUPERINTENDENT'S REPORT / PRESENTATIONS**

Ms. McLoughlin reported that the MHS PTSA is hosting a Junior/Seniors clinic to practice for interviews. The high school student sensation club celebrated diversity and culture. She congratulated the outstanding MHS band who performed with the Rutgers marching band. The fall play was a huge success. On November 9<sup>th</sup>, our fifth grade students were recognized for the essays they wrote about Veterans Day. Tomorrow is an early dismissal day, and she wished everyone a Happy Thanksgiving.

### **ACTION AGENDA ITEMS PUBLIC COMMENT** – There were none.

### **COMMITTEE/REPRESENTATIVE REPORTS**

#### **Representative Reports**

- MTEA Report – Mr. James Dolan, President of the MTEA, congratulated Ms. Harris, Dr. Spence-Wallace and Ms. Franco-Herman for their election victory and selfless service to the community. The MTEA's annual virtual book series is continuing. Every family that participates gets a free book. *Diwali in My New Home* was the most recent book. The book is coming up on the 29<sup>th</sup> and is titled *The Water Walker*. Also, in honor of Veterans Day, all Montgomery staff participated in the Jeans for Troops with a \$5 donation. Overall, they collected over \$900, which goes to GI Go Fund. This provides assistance to military veterans by helping them find employment, access to housing and secure their education and health benefits. With Thanksgiving approaching, he is thankful to work in a district with passionate administrators, teachers and board of education who work together.
- Board Member Delegate/Representative Reports (SCSBA, PTSA, MAC, Legislative, NJSBA, Ed. Services Commission, etc.)

Ms. Filak stated that on November 15<sup>th</sup> she attended a PTSA meeting at the high school. At the end of the meeting, they were asked to return to those meetings as delegates for the board of education. There was a Halloween scavenger hunt, and they discussed the Play Unified Program, which is part of Special Olympics. She thanked the high school staff for aiding in the scavenger hunt.

Dr. Spence-Wallace stated that she attended the NJSBA conference in AC and attended various workshops. The conference was expanded this year with leadership and legal perspective workshops. There was also a robust discussion about cultural changes that happens throughout towns, and Montgomery is one of those.

## **Board Committee Reports**

- Assessment, Curriculum and Instruction Committee (ACI) – Dr. Spence-Wallace reported that they met on Wednesday, October 4<sup>th</sup> and Wednesday, November 8<sup>th</sup>. Ms. Borland, Director of Curriculum, Instruction and Staff Development, reported on the edification of two disability books. The committee learned of the Spring NJASA student outcome, which was presented at the last board meeting. We were also one of thirty school districts to receive funding through the HIT grant, and we will receive \$230K. The state also required that the district go out for a request for proposal for a tutoring company. In October, Mr. Delgado stated that 450 students registered for the PSAT exam at the high school, and 200 people attended the admissions game. UMS participated in the Play Unified Program, and they are hoping to expand it to LMS.

Ms. Spina inquired about the tutoring company, Kelly Education Services. Ms. McLoughlin stated she will follow up with her.

- Equity Committee (EC) – None
- Operations, Facilities and Finance Committee (OFF) – Mr. Todd reported they met on Friday, November 17<sup>th</sup> and discussed a variety of topics including a new turf field. Mr. Grundy and Ms. Pino-Beattie gave compelling arguments. Mr. Trent stated that the field has come to the end of its useful life. The field is utilized by the band, physical education and athletic programs. The vendor is Keystone Sports, which is part of a CO-OP, and the estimated cost will be \$590K with a 10-year warranty instead of 8 years. Mr. Trent discussed possible funding sources, including the use of ESSER funds, Maintenance Reserve or put it in next year's budget. The committee also met with Mr. Wain, Director of Safety and Security, and Mr. O'Neill, Director of Facilities, to address safety issues. The next item was a discussion of the budget. The budget is now open, and budget managers have begun entering their items. They also discussed the increased number of OPRA requests, which currently sits at 18. Answering these requests would take many hours and puts a burden on staff members. The final topic was the OHES schoolhouse. The Harlingen Committee wants us to put electricity in the building, but we don't have to do it. We own the land, but they own the building.
- Policy and Communications Committee (PCC) – Ms. Wolecka-Jernigan provided an update on policies with several being on for first reading on tonight's agenda. One such policy is related to the attendance of teaching staff members and support staff with the clarification of absence rates. Another policy reviewed was #5517 for the district issuance of student ID cards per N.J. statutes for grades 7-12. There is also a phone number for suicide prevention. As far as the Strategic Plan, Ms. McLoughlin sent out information to the community, and hopefully, members of the community will participate. There will be three sessions, one in December, January and February. There will also be a guest at a future meeting from Straus Esmay regarding policies and the difference between mandated, recommended and suggested. There are lawsuits happening right now across different schoolboards, and the attorney has suggested we wait for the outcomes.

Ms. Wolecka-Jernigan clarified to Ms. Spina that the policy on attendance is for staff only not for students.

Mr. Todd noted it is important for people to register for the Strategic Plan events. We have contracted with the NJSBA, who are experts and provide support to boards in the areas of Strategic Planning and the identification of goals over a multi-year period. The board will be present but more in an observatory role and by listening to the community. People can attend some of the sessions but are not required to attend them all.

- Human Resource Committee (HRC) – Dr. Spence-Wallace reported they met on November 7<sup>th</sup>, but all items discussed were confidential.
- Officers' Report – None

### **APPROVAL OF MINUTES**

Mr. Todd motioned to approve the following minutes, and it was seconded by Ms. Spina. Upon call of the question, the motion carried unanimously.

- |                     |                           |
|---------------------|---------------------------|
| 1. October 30, 2023 | Executive Session Meeting |
| 2. October 30, 2023 | Business Meeting          |
| 3. January 24, 2023 | Business Meeting Amended  |

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

1. Email dated 10/24/23 from C. Witt regarding Support for HiTops Contract
2. Email dated 10/30/23 from J. Church regarding Incivility at BOE Meetings
3. Email dated 10/30/23 from J. Church regarding Incivility at BOE Meetings
4. Email dated 10/31/23 from J. Church regarding Postponement of Board Meeting to October 30
5. Email dated 10/31/23 from J. Church regarding Incivility at BOE Meetings
6. Email dated 10/31/23 from P. Jabaraj regarding HiTops concerns
7. Email dated 10/31/23 from J. Church regarding October 30 BOE – public comments & unanswered questions
8. Email dated 11/10/23 from G. Zayova regarding Why is there no Strategic Plan?
9. Email dated 11/10/23 from G. Zayova regarding Is Mrs Spence really a doctor?
10. Email dated 11/13/23 from J. Church regarding October 30 BOE – public comments & unanswered questions
11. Email dated 11/13/23 from G. Zayova regarding OPRA 11/13
12. Email dated 11/13/23 from J. Church regarding Community member harassed at BOE meeting by union officer/teacher
13. Email dated 11/14/23 from M. McLoughlin regarding Community member harassed at BOE meeting by union officer/teacher
14. Email dated 11/14/23 from Montgomery SEPAG regarding request to fix errors in the 1/24/23 BOE meeting minutes

15. Email dated 11/15/23 from J. Church regarding Community member harassed at BOE meeting by union officer/teacher
16. Email dated 11/16/23 from G. Zayova regarding Why is there no strategic plan?
17. Email dated 11/17/23 from Ga. Zayova regarding 3<sup>rd</sup> Follow up: OPRA - HiTops

### **NEW BUSINESS FROM BOARD/PUBLIC**

Janet Church, Montgomery resident, stated she was surprised public comment was not permitted prior to the HiTops vote on October 30<sup>th</sup>, because Ms. Filak, Ms. Wolecka-Jernigan and Mr. Carlson had issues with it. The board president was in favor of it, but the rest of the board was silent. Ms. Spina noted the logistical issues, the termination clause and that there was only one more training. No other board member questioned the contract or the termination clause. She inquired if the BOE can amend and negotiate new terms for the contract. Also given these logistical reasons, is it right to assume that they won't be renewed and another vendor will be used. She also stated that nothing Project Veritas video was questionable. She also believes students should be involved in the selection process. In addition, she presented some questions at the last board meeting and even emailed them to the board, but she still hasn't heard back. She asked about Dr. Spence-Wallace's compensation from Rutgers in the form of a fee or honorarium for her participation in the Education Council of South Africa.

Ms. Spina noted that HiTops never breached their contract.

Ms. Gettinger, Belle Mead resident, called for transparency on the part of the board president. It has been noted that she has two master's degrees, but her PHD was never confirmed. She asked if Dr. Spence-Wallace would like to explain. Dr. Spence-Wallace stated that she won't respond about her personal achievements.

Ms. Newman, Skillman resident, echoed Mr. Dolan's congratulations for the election win and noted that they won decisively. She stated if we are going after Dr. Spence-Wallace's, education, we should get everybody's. Why are we picking on her? She noted that it is more important to worry about student safety.

Ms. Pfeffer, Skillman resident, noted that Vice President Todd brought up the topic of there being 19 OPRA requests which seems like a lot, but judging by the correspondence list it seems that only some are valid questions. Former board member Rich Specht said a few months ago that we should focus on education. The BOE and staff need to focus on the things going on in the schools. These requests cost a lot of money and time, and it hurts the children if the administration is focusing on OPRA requests.

Mr. Gettinger, Skillman resident, stated he wanted to quickly address that since everybody is coming up wasting time, maybe nobody should come to the meetings. He asked when he will get what's actually in the kids' libraries and classrooms because he still has not received a response after several months. Also, there are things about HIB on the agenda. However, there was an incident a couple of weeks ago when a gun was possibly brought to school. Did school go into a lockdown, and were parents informed? Over the loud speaker, teachers were told to check their emails. There are zero excuses for that, and there needs to be more transparency.

Mr. Wallace, Plainfield resident, stated he had a son who graduated last year and wanted to thank the police for keeping Dr. Spence-Wallace safe. He is also surprised about everything being written about her. They have five children, and Dr. Spence-Wallace isn't on social media and is not going to answer questions. He stated he met Dr. Spence-Wallace while at Rutgers and that her dad was a secret service officer. People who he used to be friends with are no longer his friends.

Ms. Gettinger, Belle Mead resident, stated in regard to the safety of our schools, the gun in question was in fact real and that her daughter saw it. This is a concerning fact because of walking back to a student with a gun and is proud of her daughter for reporting it. She wanted to know what the lockdown procedure was and if a police report was ever filled out.

Dr. Spence-Wallace stated the date of the alleged incident at the high school was the Thursday or Friday before Halloween.

Ms. Church, Montgomery resident, wanted to follow up on the OPRA questions. On the correspondence, she didn't say there was no breach of contract because there was a breach. Also, Dr. Spence-Wallace should keep her family business private and that if she won't speak on personal matters that she has a doctor is disingenuous.

Mr. Wallace, Plainfield resident, noted that no one asked him to come to the meeting and thanked the community for voting in a landslide victory for the Champions of Students slate. He stated he will come up to defend his daughter.

Dr. Spence-Wallace stated she will follow up with Ms. Gettinger in regard to the gun matter.

Dr. Spence-Wallace stated that she will never answer a personal question and that her job is governing a high-quality education along with her peers. She does not have any more delegation than any other board member and can only create committees. We deliberate and take action. Her personal life choices are her own and not related to her position on the board. Each board member has been verified by the state. Finally, we need more volunteers within the district, and the NJSIAA needs more referees.

Dr. Spence-Wallace thanked Ms. Church for her email and if that she ever feels unsafe, she is encouraged to file a complaint with our local police department.

### **ACTION AGENDA**

Mr. Todd motioned items 1.1 through 4.3 seconded by Ms. Spina. Upon call of the roll, the motion carried with six members voting yes with Ms. Filak and Ms. Wolecka-Jernigan abstaining from agenda item 3.3.

There was a further discussion about Kelly Education's services and their rates.

Ms. Filak inquired why we call the position of Treasurer of School monies and not Reconciler of School Monies. Mr. Trent responded that it's called the Reconciler because it is a stipend position.

## 1.0 **ADMINISTRATIVE**

### 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 – 2023-2024 SY, Fall 2023

### 1.2 **Policy/Regulation First Reading** - Accept the following policies and regulations as a first reading:

3212	Attendance – Teaching Staff Members
3212R	Attendance – Teaching Staff Members
4212	Attendance – Support Staff
4212R	Attendance – Support Staff
5517	School District Issued Student Identification Cards

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

5111	Eligibility of Resident/Non-Resident Students
5111R	Eligibility of Resident/Non-Resident Students
5514	Student Use of Vehicles
8500	Food Services

### 1.4 **School Safety and Security Plan** - Approve the Montgomery Township School District School Safety and Security Plan Statement of Assurance for the 2023-2024 school year.

## 2.0 **CURRICULUM & INSTRUCTION**

### 2.1 **Out-of-District Tuition (McKinney-Vento): 2023-2024** - Approve the following Out-of-District Tuition (McKinney-Vento) for the 2023-2024 School Year:

		<b>TUITION</b>			
<b>Student ID</b>	<b>School</b>	<b>Dates</b>	<b>ESY</b>	<b>RSY</b>	<b>Total for Year</b>
108186	Lore Elementary School, Ewing	9/11/23-6/21/24		\$20,355.00	\$20,355.00

- 2.2 Consultant Approvals: 2023-2024 - Approve the following consultants for the 2023-2024 School Year:

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
Soliant Health, LLC	School Psychologist Counselor/Social Worker Sign-Language Interpreter School Nurse (LPN,RN,CSN) Teacher of Deaf Teacher of Visually Impaired Behavior Aide/Paraprofessional Board Certified Behavior Analyst (BCBA) Behavior Specialist (RBT) Speech Language Pathologist (SLP) Speech Language Pathologist Assistant Occupational Therapist (OT) Physical Therapist (PT)	\$90-\$120/hour \$70-\$90/hour \$70-\$80/hour \$65-\$80/hour \$75-\$95/hour \$75-\$95/hour \$45-\$55/hour \$80-\$95/hour \$55-\$65/hour \$90-\$120/hour \$65-\$85/hour \$85-\$110/hour \$85-\$110/hour
TW Math Consulting	Provide Professional Development for K-3 Teachers around the Math Bridges Program	\$12,000.00 <i>To be funded by ARP ESSER</i>
Nathaniel White	Provide Professional Development for Orchestra Staff on Pedagogy and Instructional Practices	\$3,300.00 <i>To be funded by ESEA Title II</i>

- 2.3 Special Olympics New Jersey (SONJ) Grant for the 2023-2024 School Year - Accept grant money in the amount of \$2,000 from SONJ for Unified Champion Schools (UCS) for Montgomery Upper Middle School.

- 2.4 Athletic Team Field Trip Approval - Approve the field trip for the MHS Baseball Team to participate in three games at the Cal Ripken Experience Field in Myrtle Beach, South Carolina, from April 1, 2024 through April 5, 2024, which is the MTSD 2024 Spring Recess, at no cost to the district.

### **3.0 OPERATIONS, FACILITIES AND FINANCE**

- 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, 2023 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, 2023; 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, 2023 within the 2023-2024 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 2024

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 21, 2023 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 \$6,171,691.97 and

General Account	\$6,009,004.28
Food Service Account	\$ 162,687.69
TOTAL	\$6,171,691.97

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 – 2023-2024 – Approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 11/21/23 (see Page 14).
- 3.5 Receipt/Award for B24-09 Transportation School Related Activities (Rebid) – Bids were received on October 31, 2023 for the Transportation services for School-Related Activities for the Montgomery School District as follows:

<u>Vendor</u>	<u>Amount</u>
First Student Inc.	3-hour minimum per bus - \$735.00
Monmouth Junction, NJ	\$235 per hour after 3-hour minimum

It is recommended that the Board of Education approve B 24-09 Transportation School-Related Activities as follows:

<u>Vendor</u>	<u>Amount</u>
First Student Inc.	3-hour minimum per bus - \$735.00
Monmouth Junction, NJ	\$235 per hour after 3-hour minimum

- 3.6 Receipt/Award for RFP 24-08 Services for an Instructional Tutoring Firm – Bids were received on November 14, 2023 for the services of an instructional tutoring firm to provide on-site tutoring of Montgomery School District personnel:

<u>Vendor</u>	<u>Amount</u>
Advance Education Advisement Corp.	1:1 - \$65.00 per hr.
Hillsborough, NJ	2:1 - \$45.00 per hr.
	3:1 - \$39.00 per hr.

Catapult Learning Philadelphia, PA	\$94.00 per hr.
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Kelly Education Troy, MI	\$38.00/hour Instructional Tutor \$52.00/hour NJ Certified Teacher Tutor \$40.00/hour Bilingual Instructional Tutor \$54.00/hour Bilingual NJ Certified Teacher Tutor
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Public Consulting Group Staunton, VA	\$69.00 per hr.
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Tutorfly Response Farmers Branch, TX	\$60.00 per hr.
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It is recommended that the Board of Education approve RFP 24-08 Services for Instructional Tutoring Firm as follows:

<u>Vendor</u>	<u>Amount</u>
Kelly Education Troy, MI	\$38.00/hour Instructional Tutor \$52.00/hour NJ Certified Teacher Tutor \$40.00/hour Bilingual Instructional Tutor \$54.00/hour Bilingual NJ Certified Teacher Tutor

3.7 Appointment of Reconciler of School Monies – It is recommended that the Board appoint Robert Skibinski as Reconciler of School Monies for the 2023-2024 school year for a fee of \$5,200.

3.8 Approve B & H Photo & Electronics Corp. – Approve B& H Photo for the purchase of 28 Chromebox computers, monitors and google management licenses for Village Elementary School to refresh computer lab in the amount of \$17,785.04 entered into on behalf of HCESC CAT 22-01 (Hunterdon County Educational Services) for the 23/24 school year as follows:

<u>Vendor</u>	<u>Amount</u>
B & H Photo & Electronics Corp.	\$17,785.04

#### **4.0 PERSONNEL**

4.1 Approval of Personnel Agenda – approve the personnel agenda (see Pages 15 – 20).

4.2 Approval of Resolution – approve resolution regarding a stipend position for an assistant boys/girls golf coach (see Page 21).

4.3 Approval of Resolution – approve resolution regarding abolishing of one unaffiliated Secretarial Position (see Page 21).

**ANNOUNCEMENTS BY THE PRESIDENT** – None

**ADJOURNMENT**

Mr. Todd motioned to adjourn at 9:05 p.m., seconded by Ms. Spina. Upon call of the question, the motion carried unanimously.

The meeting was adjourned at 9:05 p.m.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Jack Trent". The signature is written in a cursive, flowing style.

Jack Trent  
School Business Administrator/  
Board Secretary

<p style="text-align: center;"><b>Montgomery Township Board of Education</b>  <b>Travel Reimbursement Requests</b>  <b>2023-2024</b></p>
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Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.47)	Meals	Lodging	Regis- tration	Other	Total**	Approved Year-to-Date Total**
Erika Fedo	LMS	12/1/23	Beyond Decoding: Confronting Comprehension Heads On!					\$295.00		\$295.00	\$295.00
Lisa Franey***	VES	12/3 - 12/5/23	NJASL Fall 2023 Conference	\$65.00	\$101.52		\$158.00	\$300.00		\$624.52	\$624.52
Jack Trent	BO	10/30/2023	Purchasing Basics		\$13.35			\$50.00		\$63.35	
Jack Trent	BO	11/14/2023	Facilities SDA Grant/NJQSAC					\$125.00		\$125.00	
Jack Trent	BO	12/5/2023	Board Basics for Newer SBA's		\$13.35			\$50.00		\$63.35	\$1,059.87

\*Excluding Tolls

\*\*Estimated

BOE

11/21/2023

\*\*Includes Registrations

\*\*\*Revised Registration amount

#### 4.1 PERSONNEL

##### A. Resignations/Retirements/ Rescissions

	Location	First	Last	Position	Effective	Reason	Dates of Employment/Notes
1.	LCMS	David	Haigh	Technology Assistant AID.FL.TIA.TC.01	12/03/2023	Resignation	02/06/2023 – 12/02/2023
2.	VES	Kenneth	Vaccaro	Custodian CUS.VS.HCUS.NA.01	03/01/2024	Retirement	02/11/2000 – 02/29/2024
3.	OHES	Katelyn	Brandmaier	Paraprofessional AID.OH.TIA.RC.10	11/26/2023	Resignation	09/16/2016 – 11/25/2023

##### B. Leaves of Absence

	Location	First	Last	Position	Type of Leave	Dates of Leave/Notes
1.	TRANS	Susan	Cruser	Bus Driver TRN.TR.DRVR.NA.05	Leave of Absence Anticipated Return	09/20/2023 – 11/08/2023 (Paid; w/ Benefits) 11/13/2023
2.	MHS	Hipolito	Perez	Custodian CUS.HS.CUST.NA.01	Leave of Absence Anticipated Return	10/23/2023 – 11/14/2023 (Paid; w/ Benefits) 11/15/2023
3.	UCMS	Jaclyn	Grundtisch	Teacher/Special Education TCH.UM.RCTR.MG.09	Temporary Disability FMLA/NJFLA FMLA/NJFLA Unpaid Leave Anticipated Return	04/08/2024 – 04/26/2024 (Paid; w/ Benefits) 04/29/2024 – 06/30/2024 (Unpaid; w/ Benefits) 09/01/2024 – 09/27/2024 (Unpaid; w/ Benefits) 09/30/2024 – 06/30/2025 09/01/2025
4.	UCMS	Joanne	Tiu-O'Hara	Teacher/Special Education TCH.UM.RCTR.MG.03	Temporary Disability FMLA/NJFLA Unpaid Leave Anticipated Return	02/01/2023 – 03/24/2023 (Paid; w/ Benefits) 03/27/2023 – 06/30/2023 (Unpaid; w/ Benefits) 09/01/2023 – 01/25/2024 - <b>Revised</b> 01/26/2024 - <b>Revised</b>
5.	LCMS	Kadie	Kilgore	Teacher/Music TCH.FL.MUSC.MG.02	Temporary Disability FMLA/NJFLA FMLA/NJFLA Anticipated Return	03/21/2024 – 05/10/2024 (Paid; w/ Benefits) 05/13/2024 – 06/30/2024 (Unpaid; w/ Benefits) 09/03/2024 – 10/11/2024 (Unpaid; w/ Benefits) 10/14/2024
6.	OHES	Jessica	Cesario	Teacher/Speech and Language Specialist TCH.OH.SPCH.MG.03	Temporary Disability FMLA/NJFLA Unpaid Leave Anticipated Return	11/20/2023 – 12/08/2023 (Paid; w/ Benefits)- <b>Revised</b> 12/11/2023 – 03/08/2024 (Unpaid; w/ Benefits)- <b>Revised</b> 03/11/2024 – 04/26/2024 - <b>Revised</b> 04/29/2024 - <b>Revised</b>

**C. Appointments/Renewals (Certificated Staff)**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Replacing</b>	<b>Degree</b>	<b>Step</b>	<b>Salary</b>	<b>Pro-rated</b>	<b>Dates of Employment/ Notes</b>
1.	UCMS/LCMS	Paul	Pineiro	5-8 Supv Math/Science (Leave Replacement) SPV.58.MASC.NA.01	Inez Serrano	N/A	N/A	\$500 p/d		12/04/2023 – 03/22/2024 (plus 2 additional days) - <i>Revised</i>
2.	OHES	Cherylann	Brown	Teacher/Special Education (Leave Replacement) TCH.OH.AUT.02.04	Jacquelynn Ware	MA	P	\$95,460	Yes	12/11/2023 – 03/29/2024
3.	OHES	Catherine	Toste	Teacher/Speech and Language Specialist (Leave Replacement) TCH.OH.SPCH.MG.03	Jessica Cesario	MA	E	\$75,360	Yes	11/29/2023 – 04/26/2024 - <i>Revised</i>

**D. Appointments (Non-Certificated Staff)**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Replacing</b>	<b>Step</b>	<b>Salary</b>	<b>Pro-rated</b>	<b>Dates of Employment/ Notes</b>
1.	TRANS	Susan	McCarthy *	Bus Attendant TRN.TR.BAID.NA.10	Traci Morelli	1	\$21.24 p/h	Yes	12/01/2023 – 06/30/2024
2.	TRANS	Raymond	Thomas	Bus Driver TRN.TR.DRVR.NA.10	Jasmine Carr	3	\$30.81 p/h	Yes	11/02/2023 – 06/30/2024 - <i>Revised</i>
3.	MHS	Eddy	De Leon *	Custodian 2nd Shift Stipend CUS.HS.CUST.NA.11	Erwin Lopez	B	\$40,600 \$761	Yes	11/27/2023 – 06/30/2024

**E. Transfers/Voluntary and In-Voluntary Reassignments**

	<b>New Position/Location</b>	<b>First</b>	<b>Last</b>	<b>Previous Position/Location</b>	<b>Degree</b>	<b>Step</b>	<b>Salary</b>	<b>Dates of Employment/ Notes</b>
1.	Teacher/Special Ed/MHS/LCMS TCH.HS.RCTR.MG.15 TCH.LM.RCTR.MG.04	Debra	O'Reilly	Teacher/Special Ed/MHS TCH.HS.RCTR.MG.15	MA+60	O	\$102,630	09/01/2023 – 12/08/2023 - <i>Revised</i>
2.	Teacher/Speech and Language Specialist/UCMS/OHES TCH.FL.SPCH.MG.03	Ashley	Kapinos	Teacher/Speech and Language Specialist/UCMS TCH.FL.SPCH.MG.03	MA	D	\$73,650	11/01/2023 – 06/30/2024
3.	Secr./Book 12 Month/Secretary/Pupil Services/BOE SEC.BO.PSVC.NA.02	Sandra	Braddy-Hall	Sec./Clerk (Unaff)/ Admin Asst to Asst BA/BOE BUS.BO.ADAST.NA.0	N/A	Off-Guide	\$63,033	01/01/2024- 06/30/2024

**F. Appointments – To be Funded by ESEA FY24 Title I**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Salary/ Stipend</b>	<b>Dates of Employment/Notes</b>
1.	LMS	Dana	Vasil	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
2.	LMS	Deborah	Bilik	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
3.	LMS	Kristin	Kaplan	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
4.	LMS	Damaris	Botero	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
5.	LMS	Alyssa	Mentzel	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
6.	LMS	Marissa	Fuller	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
7.	LMS	Jennifer	Snyder	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
8.	LMS	Daniel	Stevens	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024

9.	LMS	Meghan	Murphy	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
10.	LMS	Erika	Fedo	Teacher – Title I LMS Achieve (Not to Exceed 30 hours) – <i>Revised</i>	\$63.63 p/h	11/14/2023 – 06/19/2024
11.	OHES	Alexa	Komar	Teacher – Title I OHES Connections (Not to Exceed 48 hours) – <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
12.	OHES	Patricia	Abiad	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
13.	OHES	Gail	Travisano	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
14.	OHES	Margaret	McCarthy	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
15.	OHES	Faith	Hoffman	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
16.	OHES	Michelle	Pender	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
17.	OHES	Heather	Geniton	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
18.	OHES	Kaitlyn	Merritt	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
19.	OHES	Emily	Scott	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
20.	OHES	Kelly	Norland	Teacher – Title I OHES Connections (Not to Exceed 48 hours) - <i>Revised</i>	\$63.63 p/h	09/27/2023 – 06/19/2024
21.	OHES	Vandana	Sethi	Monitor – Title I OHES Connections Program	\$500.00 stipend	10/27/2023 – 06/19/2024
22.	VES	Patricia	Pignataro	Monitor – Title I The Bluebird Club	\$450.00 stipend	11/22/2023 – 06/19/2024

### G. Appointments – To be Funded by 2023-2024 Play Unified Grant

	Location	First	Last	Position	Salary/ Stipend	Dates of Employment/Notes
1.	LMS	Jessica	Clarke	Play Unified Liason	\$750.00/Stipend	2023-2024 School Year
2.	LMS	Katie	Foster	Play Unified Coach	\$750.00/Stipend	2023-2024 School Year
3.	VES	Tori	Hillock	Play Unified Liason	\$750.00/Stipend	2023-2024 School Year

**H. Appointments/Substitutes**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Status</b>	<b>Dates of Employment/Notes</b>
1.	DISTRICT	Tyrene	Agosto	Substitute Custodian	NEW	11/20/2023-06/30/2024
2.	DISTRICT	Seleste	McDaniel	Substitute Secretary/Clerk	NEW	11/07/2023-06/30/2024
3.	DISTRICT	Swarnalatha	Gajjala	Substitute Teacher/Paraprofessional	NEW	11/01/2023-06/30/2024
4.	DISTRICT	Isabella	Ligouri	Student Teacher/Substitute	NEW	01/22/2024-06/30/2024
5.	DISTRICT	Isabella	Lundquist	Student Teacher/Substitute	NEW	01/22/2024-06/30/2024
6.	DISTRICT	Anna	Mancilla	Substitute Secretary/Clerk/ESA	NEW	11/06/2023-06/30/2024
7.	DISTRICT	Grace	Meechan	Student Teacher/Substitute	NEW	01/22/2024-06/30/2024
8.	DISTRICT	John	Muentener	Substitute Bus Driver	NEW	11/17/2023-06/30/2024
9.	DISTRICT	Ramya	Ramakrishnan	Substitute Teacher/Paraprofessional	NEW	11/13/2023-06/30/2024
10.	DISTRICT	Joseph	Rufolo	Student Teacher/Substitute	NEW	01/22/2024-06/30/2024

**I. Tuition Reimbursement**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>School</b>	<b>Semester</b>	<b>Credits</b>	<b>Reimbursed Amount</b>	<b>Course</b>
1.	MHS	Valerie	Kruger	Gratz College	2023-2024	3	\$1395.00	Social Justice in the American Classroom

**J. Extra-Curricular Activities**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Stipend</b>	<b>Dates of Employment/Notes</b>
1.	MHS	Michael	Razzoli	Volunteer Coach – Boys Soccer	\$6,000	2023-24 Fall Season (Reimbursed by the Booster Club)
2.	MHS	Brianna	McKenna	Diving, Volunteer Coach	\$0	2023-24 Winter Season

**K. Student Lifeguards for the 2022-2023 Winter Season**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Salary</b>	<b>Dates of Employment/Notes</b>
1.	MHS	Moksh	Dessai	Student Lifeguard	\$14.13/hour \$15.13/hour*	2023 - 2024 School Year *Effective 01/01/2024
2.	MHS	Alexandra	Partila	Student Lifeguard	\$14.13/hour \$15.13/hour*	2023 - 2024 School Year *Effective 01/01/2024
3.	MHS	Ryan	La	Student Lifeguard	\$14.13/hour \$15.13/hour*	2023 - 2024 School Year *Effective 01/01/2024
4.	MHS	Grace	Li	Student Lifeguard	\$14.13/hour \$15.13/hour*	2023 - 2024 School Year *Effective 01/01/2024 <b>- Revised</b>
5.	MHS	Zachary	Schick	Student Lifeguard	\$14.13/hour \$15.13/hour*	2023 - 2024 School Year *Effective 01/01/2024
6.	MHS	Mallika	Vellore	Student Lifeguard	\$14.13/hour \$15.13/hour*	2023 - 2024 School Year *Effective 01/01/2024 <b>- Revised</b>

**L. Other**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Assignment</b>	<b>Salary/Stipend</b>	<b>Dates of Employment/Notes</b>
1.	UCMS	Kelly	Ferrante	Teaching 1 Additional Period (Science)	\$343.20	11/09/2023 – 11/14/2023
2.	UCMS	Brian	Grieco	Teaching 1 Additional Period (Science)	\$410.52	11/09/2023 – 11/14/2023
3.	UCMS	Carly	Haug	Teaching 1 Additional Period (Science)	\$263.68	11/09/2023 – 11/14/2023
4.	UCMS	Tara	Lawler	Teaching 1 Additional Period (Science)	\$364.94	11/09/2023 – 11/14/2023

**\* Pending Criminal Background Clearance and Employment History Clearance**

**4.2 Resolution Approving Stipend Position – Golf Coach, Assistant Boys/Girls (One position)**

**WHEREAS**, the Superintendent of Schools has recommended that one Golf Coach, Assistant Boys/Girls stipend position be added to Extra-Curricular Activities Spring Sports in the amount of \$4,321 beginning with the 2024 Spring Season;

**WHEREAS**, such stipend will be funded by the District for the 2023-2024;

**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 new stipend position will take effect during the 2023-2024 school year;

**BE IT FURTHER RESOLVED** that the Montgomery Township Board of Education approve the stipend position for the Golf Coach, Assistant Boys/Girls.

**4.3 Resolution abolishing one unaffiliated Secretary Position**

**WHEREAS**, the Superintendent of Schools has recommended that one unaffiliated Secretary position at the Board Office be abolished due to over-staffing and budgetary reasons;

**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 position will be eliminated effective January 1, 2024;

**BE IT FURTHER RESOLVED** that the Board authorizes the Superintendent or her designee to take whatever steps are necessary to effectuate the purpose of the resolution