

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION**  
**Upper Middle School Media Center**  
**375 Burnt Hill Road**  
**Skillman, New Jersey 08558**

**BUSINESS MEETING MINUTES**  
**Tuesday, April 25, 2023**  
**6:30 p.m. Executive Session**  
**7:30 p.m. Public Session**

**Call to Order – By Board President Spence-Wallace at 6:38 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 April 21, 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 – Present  
Christina Harris – Present

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

Also Present: Mary McLoughlin, Superintendent of Schools  
Gary L. Ottmann – Interim School Business Administrator/Board Secretary  
David Palumbo, Associate School Business Administrator/Assistant Board Secretary

**EXECUTIVE SESSION**

A motion was made by Ms. Spina and seconded by Mr. Todd to approve the following resolution to convene in Executive Session at 6:40 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 7:41 p.m.

**SALUTE THE FLAG**

**MTSD STUDENT REPRESENTATIVE REPORT** – A report was not given.

**SUPERINTENDENT'S REPORT / PRESENTATIONS**

- Ms. McLoughlin and Mr. Ottmann gave a PowerPoint presentation on the 2023-2024 proposed budget.

Mr. Todd asked for an explanation regarding the ESSER funds. Mr. Ottmann stated it was funding for Covid relief.

Dr. Spence-Wallace stated that the public can provide their comments regarding the budget during public comments on Action Agenda items.

Ms. Filak asked about the healthcare costs. The brokers had indicated that there was going to be a savings moving to the new plan. However, taxes are still going up. She inquired why we were still using additional healthcare funds when there should be a savings. Mr. Ottmann addressed Ms. Filak's question.

- Ms. McLoughlin reported that the principal search is underway for both UMS and LMS. Parents, students and staff were all part of the process. The candidates should be approved at the May 9<sup>th</sup> board meeting. The high school held its second pep rally of the year while the Robotics Team competed at the world competition in Houston, Texas. AP testing is around the corner taking place during the first two weeks of May with over 612 students participating. Also, spring sports are getting started at UMS. One of our 8<sup>th</sup> grade students from UMS will be participating in Scripps National Spelling bee in Washington, DC. The third grade at VES celebrated Arbor Day on April 21<sup>st</sup>. The Shade Tree Commission was there and

presented students with chestnut oak tree seeds. Students are also preparing for their transitions to new schools as they are moving up to higher grades. The PTA sponsored scholastic book fair is in full swing at VES as children are shopping for their favorite books. First grade students from OHES are involved in a writing unit where they produce a series of realistic fiction stories that will develop characters over time. All OHES students are leaving their mark on the school mural by adding their fingerprints to it.

## **PUBLIC COMMENTS**

Ms. Reyes, Princeton resident, wanted to discuss the budget. The community received the email from the Superintendent regarding the ratings of the schools. She questioned how does this budget address the highlighted areas and what remedial measures will be in place. We are all proud of the district and choose to live here because of its reputation. However, the level of the schools has decreased. What are we doing to provide additional support to kids in the Algebra and reading areas?

Mr. Buscemi, Skillman resident, asked why there is a 1.86 % increase in the budget, but taxes are going up 2.45%. He wanted to know if the community was going to be paying more money. Mr. Ottmann replied that they will be paying more. He requests that they take a look at the budget to look for areas to save money, perhaps by other educators giving something back as he did when he was an educator. Try to spare tax payers of this community an increase in each.

Ms. McLoughlin noted the supports that are in the budget to address academic achievement and help for district students.

Ms. McLoughlin noted that the district not did utilize the entire tax levy amount that it could have in this budget. Those funds can be used to help balance future budgets.

## **COMMITTEE/REPRESENTATIVE REPORTS**

### **Representative Reports**

- MTEA Report – Mr. Dolan, President of the MTEA, reported that the MTEA family book series is continuing. The last event took place on April 18<sup>th</sup> with a book entitled “*Our Green City*” in honor of earth day. The next family book series will be held on May 15<sup>th</sup> with the book, “*Standing on Her Shoulders*.” Anyone who participates in the program will get a free copy of the book. Last Thursday, they handed out basil planters as their Earth Day giveaway. Finally, the Music from the Heart celebration will continue with “Cinderella.” Current and retired staff members and students will be participating in the performances, which will be held on May 6<sup>th</sup> at 2 p.m. and 7 p.m. Since the program began, Music from the Heart has donated approximately \$150K in scholarships. This year, they will be issuing five \$1,500 scholarships to students.
- Board Member Delegate/Representative Reports (SCSBA, PTSA, MAC, Legislative, NJSBA, Ed. Services Commission, etc.) – A report was not given.

### **Board Committee Reports**

- Assessment, Curriculum and Instruction Committee (ACI) – Dr. Spence-Wallace reported that the committee met on April 5<sup>th</sup>. At the beginning of the meeting, the grades 5 – 8 supervisor, Mr. Scott Ramsay, reviewed a poll on having the eighth grade read a novel called “*Brown Girl Dreaming*.” It’s a collection of passages that deal with a girl growing up in South Carolina and Ohio and then moving to New York with her father and mother. The high school math sequence was also discussed -- specifically the AP Calculus courses such as AB, C, and BC. Sophomores can take AP Calculus BC. The New Jersey high school graduation requirements were discussed and how it relates to students taking the AP Calculus courses. Ms. Corie Gaylord, Director of Student Academic and Counseling Services, discussed the first ever career day that was held at OHES on April 3<sup>rd</sup>. The Trauma-Informed Committee is planning their “May Day” event. LMS held a school-wide social with the purpose of students gaining a positive image online. On March 17<sup>th</sup>, UMS had another self-care day. MHS had wellness days on March 29 and 30<sup>th</sup>, and the school will be recognizing Autism Month. Finally, she stated that a board member asked nine questions of the committee, and they were able to answer six of them. The committee will follow up on the remaining in May.
- Equity Committee (EC) – Ms. Spina reported that the committee meeting was cancelled due to spring break and the principal search. The committee will meet in May to review the Code of Conduct and calendar updates.
- Operations, Facilities and Finance Committee (OFF) – Mr. Todd reported that the committee met on April 21<sup>st</sup>. The first item discussed related to the remaining \$320K in funds that remain from the 2016 referendum. Mr. Ottmann noted that remaining funds have been earmarked for two projects. The two projects are additional paving at the high school and bathroom renovations throughout the district. Mr. O’Neill provided updates on the paving projects at various buildings and the potholes at the high school. The district will be applying for \$6 Million in Rod Grants for various projects districtwide. The state picks up 40% of the cost of the projects. The application must be submitted by May 1<sup>st</sup>. A representative from the food service provided updates on the program. He presented and reviewed the P&L statements for a few different years. The committee reviewed the financial impact of staying on the National School Lunch Program (NSLP), coming off the NSLP or just having UMS and MHS stay on the program. They would create a \$120K, \$28K and \$49K surplus, respectively.

Ms. Filak wanted to clarify her tax increase question with regard to the health care costs. Why are taxes increasing if the insurance provider stated we will save funds? Mr. Ottmann addressed the question.

Ms. Spina inquired as to what is happening to get funds back for students that have delinquent balances in their lunch accounts. Mr. Ottmann and Ms. McLoughlin discussed the process for collections and that parents need to be made aware that they can pay online. An alert can be sent to parents if balances fall below a certain amount.

Ms. Wolecka-Jernigan asked about the difference of staying on the NSLP or coming off of it. Ms. Franco-Herman stated there will be discussions with Maschio’s to review the NSLP issue. In addition, the Food Service Ad Hoc committee will review it. Dr. Spence-Wallace stated that they are looking to change the Ad Hoc committee to a standing committee.

- Policy and Communications Committee (PCC) – Ms. Dowling reported that the committee met on April 4<sup>th</sup> and discussed Bilingual and ESL policies that are mandated on this agenda for first

reading. The committee also reviewed and discussed the policies for Bomb Threats, Lock Down Procedures and Active Shooter. Details of these policies will not be released to ensure everyone's safety. They also discussed communications and the lunch policy for delinquent balances. We are unable to alert families through Genesis, but principals are starting to make calls to parents. A board member asked to add a sentence in the transgender policy. The committee is still reviewing whether to use Strauss Esmay or New Jersey School Boards Association as the district policy provider. The entire board will listen to presentations by each provider at a future meeting and then decide which service is the best for us. The committee also reviewed policy 0170 for communications and how we communicate as a board. Subjects are being asked and answered several times, which causes a lot of work to be done by administration. There needs to be a better forum to present questions and answers.

Mr. Todd requested that the delinquent balance policy for food service add language that gives it some teeth, which will allow the business administrator to address the issue.

Ms. Wolecka-Jernigan asked about the date that the policy providers will talk to the board. Dr. Spence-Wallace stated there is no definite date as of yet.

Ms. Franco-Herman inquired about the additional line that a PCC member would like added to the transgender policy. Ms. Dowling stated she has not received that suggestion as of yet.

- Human Resource Committee (HRC) – Dr. Spence-Wallace stated that the HRC met on April 4<sup>th</sup> and discussed confidential personnel matters. The UMS and LMS principal searches will continue. Individuals involved in the process included BOE members, parents, staff and students. The Superintendent will have the final interviews with the candidates in the next couple of weeks and provide a recommendation to the board. Finally, the Communications Specialist position is on the agenda tonight for approval.
- Officers' Report – Dr. Spence-Wallace, Board President, reported Special Services Ad Hoc Committee met on April 18<sup>th</sup>. They identified two topic areas that will be standing agenda items, and they are early literacy and the IEP process. The board negotiations committee has met a couple of times to discuss a labor issue and will meet again on May 1<sup>st</sup>.

Dr. Spence-Wallace shared her thoughts on the current state of affairs in our country and how they relate to the 1960s, another period of turmoil that tore our country apart. Politics is dividing this country with different parties adding to that division. We need each other no matter what our ideologies are.

## **APPROVAL OF MINUTES**

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

- |                   |                               |
|-------------------|-------------------------------|
| 1. March 14, 2023 | Executive Session Meeting     |
| 2. March 14, 2023 | Workshop and Business Meeting |
| 3. March 28, 2023 | Executive Session Meeting     |
| 4. March 28, 2023 | Business Meeting              |
| 5. April 17, 2023 | Special Meeting               |

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

1. Email dated 3/24/23 from H. Pino regarding Grease Tonight!
2. Email dated 3/26/23 from R. Cavalli regarding Full-Day Kindergarten
3. Email dated 3/27/23 from J. Church regarding South Africa Trip
4. Email dated 3/27/23 from J. Church regarding South Africa Trip
5. Email dated 3/27/23 from G. Zayova regarding Vendors
6. Email dated 3/29/23 from R. Cavalli regarding Rule of Law
7. Email dated 3/29/23 from R. Cavalli regarding Parental Decision Rights
8. Email dated 3/29/23 from R. Cavalli regarding Frequency of BOE Meetings
9. Email dated 3/29/23 from C. Horn regarding Fake News?
10. Email dated 3/29/23 from R. Cavalli regarding Spirit of Transparency
11. Email dated 3/29/23 from P. Rohmeyer regarding MTSD Personnel
12. Email dated 3/29/23 from R. Cavalli regarding 2022-23 Full-Day Kindergarten Tax Levy Inquiry
13. Email dated 3/30/23 from R. Cavalli regarding Censoring the Public
14. Email dated 3/30/23 from R. Cavalli regarding BOE Policy Development
15. Email dated 3/30/23 from R. Cavalli regarding Transparency and Accountability
16. Email dated 3/30/23 from G. Ottmann regarding Full-Day Kindergarten
17. Email dated 3/30/23 from R. Cavalli regarding Full-Day Kindergarten
18. Email dated 3/31/23 from R. Cavalli regarding Communication
19. Email dated 3/31/23 from R. Cavalli regarding 2022-23 Full-Day Kindergarten Tax Levy Inquiry
20. Email dated 3/31/23 from G. Ottmann regarding Full-Day Kindergarten
21. Email dated 4/3/23 from G. Zayova regarding Vendors
22. Email dated 4/3/23 from R. Cavalli regarding Full-Day Kindergarten
23. Email dated 4/3/23 from M. McLoughlin regarding Full-Day Kindergarten
24. Email dated 4/3/23 from R. Cavalli regarding Full-Day Kindergarten
25. Email dated 4/5/23 from R. Cavalli regarding Financial Management
26. Email dated 4/5/23 from G. Ottmann regarding Vendors
27. Email dated 4/5/23 from G. Zayova regarding Vendors
28. Email dated 4/5/23 from Z. Spence-Wallace regarding Financial Management
29. Email dated 4/5/23 from R. Cavalli regarding Financial Management
30. Email dated 4/14/23 from P. Rohmeyer regarding MTSD Presentations
31. Email dated 4/15/23 from Z. Spence-Wallace regarding MTSD Presentations
32. Email dated 4/18/23 from P. & K. Worland regarding Flood Displaced Residents
33. Email dated 4/18/23 from P. Rohmeyer regarding Transparency Needed
34. Email dated 4/20/23 from M. Post regarding Religious & Cultural Holiday Messaging

**NEW BUSINESS FROM BOARD/PUBLIC COMMENTS**

Many students from the Montgomery Muslim Student Association, parents and community members came to the podium to express their desire to make Eid al-Fitr a district holiday, which would close schools for the day. This will allow students and their families to celebrate together without the students having to worry about missing class, homework and exams. Several other local districts have already made Eid al-Fitr a district holiday. These students and community members believe that Eid al-Fitr should be recognized for its religious importance to Muslims. The community spoke throughout the session in between various other speakers.

Mr. Barragan, a member of the municipal township committee, thanked everyone on the board of education for their service. When he was voted onto the township committee he took an oath. He read an excerpt of that oath. Elected officials should follow the will of the people who elected them especially on referendums.

Mr. Grant, Belle Mead resident, stated his role here is to help this town be a better town that allows students reach their potential. He stated Dr. Spence-Wallace is not helping by causing consternation with her statement. Also, the attorney stated there is nothing that precludes him from saying anyone's name. He went on to say lying and deceiving is the root of evil. Also, you are who you keep company with, and it defines who you are. South Africa, even after all of Nelson Mandela's best efforts, is still a tyrannical country and a racist country against whites. South Africa is a member of BRICS, which stands for Brazil, Russia, India, China and South Africa. China and Russia are communist countries. In addition, South Africa has run military exercises with them. He asked Dr. Spence-Wallace for an executive presentation on the South Africa trip.

Mr. Buscemi, Skillman resident, also wanted to bring up the South Africa trip. Educators from Montgomery went there to exchange ideas and have a discussion. He stated it would be more appropriate to go somewhere that's more appropriate than South Africa. Why not speak with people from Hopewell or Princeton? How much did this cost the tax payers?

Ms. McLoughlin responded to the Muslim community members who attended the meeting. She thanked all students who attended tonight. She read a statement regarding the various cultures and holidays and how they are taken into account when creating the district calendar. Administration is taking this holiday seriously and will continue to do so when the calendar is developed.

Ms. Pfeffer, Skillman resident, stated as a Jewish person she came to a meeting asking the board to not start the first day of school on the second day of Rosh Hashanah. She too had to take the day off for religious reasons. She would be remiss if she didn't support having Eid al-Fitr and even Dwali as a day off to allow for celebration of those holidays.

Ms. Dong, Skillman resident, stated that at the last meeting one board member discussed scheduling issues for the reason as why some students can't take certain AP Calculus courses. The program of studies should allow students to take AP classes if they meet the prerequisites of the course.

Ms. Zhang, Skillman resident, supports her friend's request to allow all high school students to take AP courses if the student is capable and meets all of the prerequisites.

Ms. Church, Montgomery resident, stated that on more than one occasion she has asked for information on the South Africa excursion but has yet to receive it. The agenda she received was about three months after her initial request. Presentation and speaker notes from the February event do not align with the information provided by the board. Also, Dr. Rubinstein refuses to answer email requests regarding his initial Labor Management data. In addition, Mr. Rubinstein directed participants to use their personal emails because Montgomery was being hit with OPRA requests. She is urging the district cease all contact with Dr. Rubinstein and the Rutgers IMCI. She is concerned that information is being covered up and not being provided to the public.

Ms. Zayova, Montgomery resident, stated she came across some correspondence that was troubling. There was an email from Dr. Rubinstein to participants on the email chain asking them to use their personal email addresses because they are "being hit with OPRA requests." She would like to know

why this is kept in secrecy and what are the school employees avoiding. Information is being hidden and if so why? Ms. Zayova asked each board member are they in 100% agreement with this and agree with labor collaboration.

Mr. Horn, Montgomery resident, stated that according to the collaborative launch, Mr. Delgado, Ms. Kevorkian and Dr. Spence-Wallace discussed issues at this conference. He reviewed what each MTSD member of the contingent did at each session. He believes this was a launch for Rutgers University, and in turn should not have been footed by tax payers.

Ms. Newman, Skillman resident, state that at the March 28<sup>th</sup> meeting, Ms. Filak stated she did a deep dive into reading list and would like to exchange some books with different books. This is just the first step to get rid of books, which she feels are questionable. She also made a motion to overturn the kindergarten vote. She believes this violates the code of ethics and called on Ms. Filak to resign immediately.

Mr. Rosenthal, Skillman resident, stated he appreciated the updated South Africa report and that Mr. Grant came up with another amazing nugget. He called South Africa an enemy of the State. Mr. Rosenthal stated there were plenty of situations here where people's homes were taken in the name of eminent domain with a majority of them belonging to black people. We should be more concerned with what's happening here. He called on Ms. Filak and Mr. Carlson to resign from the BOE.

Ms. Muentener, Belle Mead resident, stated she was touched by seeing kids come up here to fight for something. It's a reasonable request. Other kids will understand that other religions are respected. She firmly believes that if you want to be excluded from something, you should be able to make that choice. She noted that Ms. Filak was voted into office by the community as well and is representing why she was voted to the board.

Ms. McLoughlin addressed the comments and questions from the public.

From the audience, Mr. Buscemi asked again about the cost of trip to South Africa.

Ms. Harris stated she's a parent and a community member and when she looks around she can't believe how community members speak to each other, and the students see it. It's okay to disagree with each other.

Mr. Carlson stated that he thinks this is a great process. We are seeing our local school board have a discussion. We're going to say things people may disagree with, but we follow a procedure and eventually the hope is we get to the right answer.

Ms. Spina stated that the BOE has been gracious, unlike other districts where people have to sign up in advance to submit their questions so that meetings can be run in an expeditious way. She has three small children at home and is paying for a babysitter so she can be here. It's taken her hours and hours to read through all of the documentation. All board members are doing the best they can, and she is disappointed with the adults in our community. The BOE also gets emails about what it's doing wrong. Also, people don't want to sit here and get yelled at. She stated that we should focus on what is important -- the safety and education of our children.

Ms. McLoughlin referred to the books in the curriculum, and they will be reviewed and sent to the ACI committee. Also, staff members are not hiding anything.



Dr. Spence-Wallace stated many issues are discussed with the administration about the topics the public will question. Some of these topics are discussed month after month. She is only one member of the nine-member board and does not have any more authority than the rest. They do their best to be communicative and transparent. There was no impropriety with respect to South Africa as there was a discussion before the board voted and was approved by a majority of the board. In addition, every County Executive Superintendent is in charge of approving travel by the board. All of the costs were estimates. The actual cost was \$5,200, which covered airfare and the cost of making a revision to update the district's insurance policy for international travel for staff and students. District schools have made numerous presentations based on this collaboration. Finally, two qualified business administrator candidates withdrew their consideration for the position after watching our board meeting on the YouTube channel and witnessing what was happening.

Mr. Carlson noted that we may have an issue if Dr. Rubinstein told people to use their personal Gmail accounts to avoid being OPRA'd. OPRA's are usually kept confidential. It was noted that the board does not control or dictate the emails sent by Dr. Rubinstein. The board attorney should look into this.

## **ACTION AGENDA**

Ms. Franco-Herman motioned items 1.1 through 4.2 seconded by Mr. Todd. Upon call of the roll, the motion carried with Mr. Carlson voting no on Agenda Item 1.1C HIB #244585\_VES\_03092023 and Ms. Filak and Ms. Wolecka-Jernigan voting no on Agenda Item 3.6.

### **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

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

- |          |                             |
|----------|-----------------------------|
| 2423     | Bilingual and ESL Education |
| 2423R    | Bilingual and ESL Education |
| 8420.2R  | Bomb Threats                |
| 8420.7R  | Lockdown Procedures         |
| 8420.10R | Active Shooter              |

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

- |       |                       |
|-------|-----------------------|
| 5200  | Attendance            |
| 5200R | Attendance            |
| 8140  | Student Enrollments   |
| 8140R | Enrollment Accounting |
| 8330  | Student Records       |
| 8330R | Student Records       |

### **2.0 CURRICULUM & INSTRUCTION**

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	TUITION ESY	TUITION RSY	TUITION Total for Year
107532	Mercer County Special Services School District	4/17/23-6/30/23		\$20,655.00	\$20,655.00
107532	Mercer County Special Services School District 1:1 Aide	4/17/23-6/30/23		\$9,400.00	\$9,400.00

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

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Princeton Healthcare	Medical Bedside Instruction	\$65.00/hour
Matthew Gould	Provide five (5) days assistance in instrumental music placements for current 3 <sup>rd</sup> grade students; Develop appropriate instrumentation for 4 <sup>th</sup> grade bands. Work to be completed by June 15, 2023.	\$750.00
Kiker Learning	Provide two (2) Google Summit professional development workshops for staff in July 2023 and August 2023.	\$5,500.00 <i>To be funded by ESEA Title II Funds</i>

- 2.3 TalkingPoints – Approve purchase of access to a multi-lingual technology communication platform that connects families and district staff at a cost of \$2,817.50 for the 2023-2024 school year.

- 2.4 Community Based Instruction 2022-2023 – Approve the following location for Community-Based Instruction for Montgomery High School Students:

- Unicorn Therapeutic Riding, 171 Marshalls Corner Woodsville Rd, Pennington, NJ

- 2.5 Textbook Approval 2023-2024 - Approve the following textbook as indicated:

Title	Course
Brown Girl Dreaming	8 <sup>th</sup> Grade English

- 2.6 MHS TEAMS TSA Club Field Trip Approval - Approve the field trip for the MHS TEAMS (Test of Engineering, Aptitude, Math and Science) TSA (Technology Student Association) Club to participate in the 2023 TEAMS TSA National Competition in Louisville, Kentucky from June 29, 2023 through July 2, 2023, at no cost to the Montgomery Township School 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 March 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 March 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 March 31, 2023 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 April 25, 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 \$10,146,465.97 and

General Account	\$ 9,911,228.92
Food Service Account	\$ 235,237.05
<b>TOTAL</b>	<b>\$10,146,465.97</b>

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 4/25/23 (see Page 28).

### 3.5 A. Adoption of the 2023-2024 Proposed Budget – that the Board of Education adopt the 2023-2024 proposed budget as follows:

General Fund	\$103,616,316
Special Revenue Fund	\$ 1,353,037
Debt Service Fund	\$ 7,882,397
<b>Total Tentative Budget</b>	<b>\$112,851,750</b>

### B. Amount to be Raised for Taxes – General Fund – that the Board of Education acknowledge that \$87,296,224 be raised for General Funds for the ensuing school year (2023-2024).

- Montgomery portion \$85,267,302
- Rocky Hill portion \$ 2,028,922

### C. Amount to be Raised for Taxes – Debt Service – that the Board of Education acknowledge that \$7,144,883 be raised to support the debt service budget for the ensuing school year (2023-2024).

- Montgomery portion                 \$7,095,850
- Rocky Hill portion                 \$   49,033

D. Approve Maintenance Reserve Withdrawal – Approve the following resolution:

Approve the withdrawal of \$561,500 from the maintenance reserve account to be included in the 2023-2024 school district budget to fund district maintenance for the 2023-2024 school year.

E. Approve Capital Reserve Withdrawal – Other Capital Projects – Approve the following resolution:

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects is \$530,000 for other capital project costs of upgrades to school vestibules and playground upgrades. The total cost of these projects is \$530,000, which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

3.6 Approve the Adjustment for Increase in Budgeted Health Care Costs for the 2023-24 Budget  
Approve the following resolution regarding the use of health care adjustment for the 2023-24 budget:

WHEREAS, the Montgomery Township Board of Education has the ability to exceed the 2% cap permitted on the general fund local tax levy increase through the use of health care adjustment for the 2023-24 tentative budget; and

WHEREAS, \$1,944,713 is available; and

WHEREAS, the Montgomery Township Board of Education has determined that \$1,068,750 is needed to balance the general fund for the 2023-24 tentative budget in order to maintain existing programs, implement mandated programs and remain in alignment with the district's mission and vision within the upcoming school year; and

WHEREAS, the 2023-24, NJ Department of Education Budget Guidelines require the Board of Education to formally adopt a resolution when using a health care adjustment in the 2023-24 tentative budget; and

WHEREAS, the Montgomery Township Board of Education is going above the 2% local tax levy cap with the additional health care adjustment of \$1,068,750.

NOW, THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education approves the need for \$1,068,750 in health care adjustment to be applied to the 2023-24 local tax levy general fund.

3.7 Appointment of Professional Service - Approve the appointment of Phoenix Advisors as Financial Advisor for Continuing Disclosure Agent services for \$1,350 base fee and \$200 initial setup fee for each new bond issue set up during the year for the 2023-2024 school year and \$250 for each Event filing under the SEC's Event Disclosure Rule. This fee will be waived if

Phoenix Advisors act as the Municipal Advisor on the transaction that involves such Event filing.

- 3.8 Schedule for Requisition of Taxes - Approve the schedule for requisition of taxes from Montgomery Township for the 2023-2024 school year.

MONTGOMERY TOWNSHIP BOARD OF EDUCATION TAX LEVY SCHEDULE FOR 2023-2024 MONTGOMERY TOWNSHIP			
Date	General Fund	Debt Service	Total
5-Jul-23	\$7,462,352.70	\$1,773,962.50	9,236,315.20
1-Aug-23	\$7,462,352.70	\$1,773,962.50	9,236,315.20
1-Sep-23	\$6,927,236.40		6,927,236.40
2-Oct-23	\$6,927,236.40		6,927,236.40
1-Nov-23	\$6,927,236.40		6,927,236.40
1-Dec-23	\$6,927,236.40		6,927,236.40
<b>TOTAL 2023</b>	<b>\$42,633,651.00</b>	<b>\$3,547,925.00</b>	<b>46,181,576.00</b>
3-Jan-24	\$7,105,608.50	\$1,182,641.67	8,288,250.17
1-Feb-24	\$7,105,608.50	\$1,182,641.67	8,288,250.17
1-Mar-24	\$7,105,608.50	\$1,182,641.66	8,288,250.16
1-Apr-24	\$7,105,608.50		7,105,608.50
1-May-24	\$7,105,608.50		7,105,608.50
3-Jun-24	\$7,105,608.50		7,105,608.50
<b>TOTAL 2024</b>	<b>\$42,633,651.00</b>	<b>\$3,547,925.00</b>	<b>46,181,576.00</b>
<b>TOTAL LEVY</b>	<b>\$85,267,302.00</b>	<b>\$7,095,850.00</b>	<b>92,363,152.00</b>

- 3.9 Schedule for Requisition of Taxes - Approve the schedule for requisition of taxes from Borough of Rocky Hill for the 2023-2024 school year.

MONTGOMERY TOWNSHIP BOARD OF EDUCATION TAX LEVY SCHEDULE FOR 2023-2024 MONTGOMERY TOWNSHIP			
Date	General Fund	Debt Service	Total
5-Jul-23	\$183,279.00	\$24,516.50	\$207,795.50
1-Aug-23	\$207,795.50		\$207,795.50
1-Sep-23	\$155,846.62		\$155,846.62
2-Oct-23	\$155,846.62		\$155,846.62
1-Nov-23	\$155,846.63		\$155,846.63
1-Dec-23	\$155,846.63		\$155,846.63
<b>TOTAL 2023</b>	<b>\$1,014,461.00</b>	<b>\$24,516.50</b>	<b>\$1,038,977.50</b>
3-Jan-24	\$169,076.83	\$24,516.50	\$193,593.33
1-Feb-24	\$169,076.83		\$169,076.83
1-Mar-24	\$169,076.83		\$169,076.83
1-Apr-24	\$169,076.83		\$169,076.83
1-May-24	\$169,076.84		\$169,076.84
3-Jun-24	\$169,076.84		\$169,076.84
<b>TOTAL 2024</b>	<b>\$1,014,461.00</b>	<b>\$24,516.50</b>	<b>\$1,038,977.50</b>
<b>TOTAL LEVY</b>	<b>\$2,028,922.00</b>	<b>\$49,033.00</b>	<b>\$2,077,955.00</b>

- 3.10 Approval of 2023-2024 Yearly Appointments and Contracts - It is recommended that the following contracts be issued and announced for the 2023-2024 school year:

- A. Board Attorney - Whereas, the Montgomery Township Board of Education requires professional attorney services to be performed for the school year 2023-2024 and whereas, the firm of Fogarty & Hara are attorneys in the State of New Jersey and are willing to perform said services:

NOW THEREFORE IT IS AGREED: That the firm of Fogarty & Hara shall perform professional attorney services for the Montgomery Township Board of Education as requested by the Board.

That the Montgomery Township Board of Education will compensate Fogarty & Hara for said attorney services at the rate of one hundred and seventy-five (\$175) per hour for a partner and one hundred fifty-five dollars (\$155) for an associate for the year 2023-2024.

- B. Architect of Record – Whereas, the Montgomery Township Board of Education requires professional architectural services to be performed for the school year 2023-2024 and whereas, the firm of Parette Somjen Architects are architects in the State of New Jersey and are willing to perform said services:

NOW THEREFORE IT IS AGREED: That the firm of Parette Somjen Architects shall perform professional architectural services for the Montgomery Township Board of Education as requested by the Board.

That the Montgomery Township Board of Education will compensate the firm of Parette Somjen Architects as follows and in accordance with their contract on file in the Board Secretary's office.

Schedule of Hourly Rates – 2023-2024

Partner	\$178.00
Director/Senior Associate/Associate	\$169.00
Senior Project Architect/Senior Certified Interior Designer	\$160.00
Project Architect/Project Manager	\$140.00
Contract Administrator	\$120.00
Assistant Project Manager/Staff Architect	\$110.00
Job Captain/Certified Interior Designer	\$100.00
Designer 3	\$ 90.00
Designer 2	\$ 80.00
Designer 1	\$ 70.00
Assistant Contract Administrator	\$ 70.00
Administrative Assistant	\$ 60.00
Seasonal/Part-Time Intern	\$ 50.00

- C. Appointment of Auditor – It is recommended that the Montgomery Township Board of Education appoint Suplee, Clooney & Company of Westfield, New Jersey as Auditor to the district for the FY 2023 Audit at the fee of \$29,000 in accordance with the scope of audit as defined in N.J.S.A. 18A:23.

It is also anticipated that additional services, if any, would be billed at standard hourly rates as follows:

Partner	\$150 - \$175 per hour
Manager	\$115 per hour
Senior Staff	\$90 - \$105 per hour
Staff Accountant	\$75 - \$85 per hour

- D. Appointment of School Physician – Appoint Dr. Bert Mandelbaum as school physician for the 2023-2024 school year at the cost of \$25,000.
- E. Re-Adoption of Board Policies and Bylaws for the 2023-2024 School Year - Re-adopt the existing policies and bylaws of the Board of Education for the 2023-2024 school year with the understanding that revision of Board policy can be made at any time by Board action.

- 3.11 Agreement between Montgomery Township Board of Education and the Township of Montgomery regarding the High School Pool – Approve the agreement between Montgomery Township Board of Education and the Township of Montgomery granting the Recreation Department access to and use of the swimming pool located at Montgomery High School for the benefit of the residents of the Township of Montgomery. The term of the agreement shall be from July 1, 2023 to June 30, 2024.



3.12 Approve Effective School Solutions, LLC for Professional Services at Montgomery Upper Middle School and Lower Middle School - Approve the following resolution:

WHEREAS, there exists a need for professional services for the 2023-24 school year and during the 2023 summer program defined as a five-week program scheduled during the months of July and August 2023; and

WHEREAS, the Public School Contracts Law (Chapter 114, Laws of 1977) requires that the Resolution authorizing the award of contracts for professional services without competitive bids be publicly adopted; and

WHEREAS, Effective School Solutions, LLC (ESS) will provide a therapeutic environment within Montgomery Upper Middle School and Lower Middle School to assist students with emotional and behavioral challenges to engage with the academic environment and remain at the Upper Middle School and Lower Middle School;

NOW THEREFORE BE IT RESOLVED by the Montgomery Township Board of Education that the following be engaged for professional services as described and in the amount not to exceed \$285,000 as follows: Effective School Solutions to provide therapeutic mental health services through licensed professionals to students in Montgomery Upper Middle School and Lower Middle School.

3.13 Resolution Authorizing the Procurement of Goods and Services through State Agency for the 2023-2024 School Year

Whereas, the Montgomery Township Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

Whereas, the Montgomery Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

Whereas, the Montgomery Township Board of Education intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

Resolved, the Montgomery Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2023-2024 school year pursuant to all conditions of the individual State contracts; and be it further

Resolved, that the Montgomery Township Board of Education School Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

Resolved, that the duration of the contracts between the Montgomery Township Board of Education and the Referenced State Contract Vendors shall be from July 1, 2023 to June 30, 2024.

	<u>Vendors</u>	<u>State Contract #</u>
Walk-in Bldg. Supplies (M-8001)	Home Depot	#18FLEET000234
	Lowe's Home Center	#23FLEET22885
NASPO Valuepoint Computer Equipment (M-0483)	EMC Corp.	#89968
	HP Inc.	#89974
	Howard Industries Inc.	#89976
	IBM	#40047
	NetApp Inc.	#89977
	Panasonic	#89980
	Pure Storage Inc.	#89981
	Transource Service Corp.	#89982
Software License & Related Services (MT3121)	Dell Marketing LP	#20TELE01510
	Insight Public Sector Inc.	#20TELE01512
	CDW Government LLC	#20TELE01511
Data Communications Equipment (M-7000)	Cisco Systems Inc.	#21TELE01506
	Cradlepoint Inc.	#21TELE01443
	Extreme Networks	#21TELE01518
	Juniper Networks Inc.	#22TELE07908
	Hewlett Packard Enterprise	#21TELE01517
Heating, Ventilating & Air Conditioning Repair Parts (T-1157)	A.M.E	#19GNSV00875
Maint. & Repair for Heavy Duty Vehicles (T2108)	Air Brake & Equipment	#89279
	BCI Truck	#89268
	Mercer Spring	#89285
	Perth Amboy	#89276
	R & H Truck Parts & Service Inc.	#89270
Cabling Products & Services, Data Center Management Solutions (T-1778)	Graybar Electric Co. Inc.	#85151
	Anixter Inc.	#85153
	Johnston GP Inc.	#85152

Classroom & Library Furniture (G-2004)	Affordable Interior Systems	#19FOOD00876
Library Supplies, School Supplies & Teaching Aids (T-0114)	Becker's School Supplies	#17FOOD00249
	Blick Art Materials, LLC	#17FOOD00254
	Cascade School Supplies	#17FOOD00243
	EAI Education Eric Armin	#17FOOD00258
	Kaplan Early Learning	#17FOOD00248
	Kurtz Brothers	#17FOOD00247
	Lakeshore Learning	
	Materials	#17FOOD00250
	School Specialty	#22FOOD06175
	S & S Worldwide Inc.	#17FOOD00253
	Bluum USA Inc.	#17FOOD00244
	United Supply Corp.	#17FOOD00262
Office Supplies & Recycled Copy Paper Statewide (T-0052)	WB Mason	#0000003
Sporting Goods (T-0118)	Stans Sports Center	#40751
Telecommunications Equipment & Services (T-1316)	AT&T	#80811
	Unify Inc.	#80803
	Extel Communications Inc.	#800807
Tires, Tubes & Service (M-8000)	Bridgestone Americas Authorized Dealer: Custom Bandag, Inc.	#19FLEET00708
Wireless Devices and Services (M4006)	Verizon Wireless Inc.	#22TELE05441
	AT & T Mobility	#22TELE05861
	T Mobile	#22TELE04580
Parts and Repairs for Lawn and Grounds Equipment (T-2187)	Central Jersey Equipment, LLC	#43037
	Cherry Valley Tractor Sales	#43022
	Lawson Products Inc.	#43023
	Power Place Inc.	#43039
OEM Automotive Parts and Accessories For Light Duty Vehicles (T-2760)	Beyer Brod	#19FLEET00922
	DFFLM, LLC t/a Ditschman	#19FLEET00916
	Flemington Ford	
	Malouf Ford Lincoln Inc.	#19FLEET00915

	Fred Beans Parts	#19FLEET00919
	Neilson of Morristown	#23FLEET34932
	McGuire Chevrolet	#19FLEET00917
NON-OEM Automotive Parts and Accessories for Light Duty Vehicles (T-2761)	Auto Plus Auto Parts	#85996
	Kimball Midwest	#86013
	Eastern Warehouse	#86011
	C&M Auto Parts Inc.	#86059
	Freehold Inc.	#86005
Radio Communications Equipment and Accessories (T-0109)	Motorola Solutions Inc.	#83909
	Northeast Communication Inc.	#83898
	Eventide Inc.	#83891
	New Jersey Business Systems	#83899
	Zetron Inc.	#83924
Furniture: Office, Lounge (G-2004)	Encore Seating	#81710
	Jasper Seating Co.	#81718
	Kimball International	#81628
	National Office Furniture Inc.	#81721
	Safco Products Co.	#81729
	Steelcase Inc.	#81639
Mailroom Equipment and Maintenance (T-0200)	Quadient Inc.	#41267
	Timetrak Systems	#41264
HVAC, Refrigeration and Boiler Services-Statewide (T-1372)	Core Mechanical Inc.	#88697
	Marlee Contractors	#88692
	George Shall Inc.	#88696
	Multi Temp Mechanical Inc.	#88695
GSA/FSS Reprographics Schedule Use (T-2075) (Payment status only)	RicohUSA Inc.	#51464 & #51465
	Xerox Corporation	#51145
Copiers, Maint., and Supplies (G-2075)	Ricoh USA Inc..	#40467
	Xerox Corporation	#40469
Electric Equipment & Supplies, Luminaires w/Associated Lamps Light Poles – DOT (T-2419)	Franklin Griffith, LLC	#88957
Electrical Equipment & Supplies, North, Central & South Regions (T-0167)	Pemberton Electrical Supply Co.	#88955
	Jewel Electric Supply Co.	#19FOOD01749
	Pemberton Electrical	#21FOOD01747

## Supply Co.

Building Management – Life Safety  
Equipment; AED  
(T-2478)

Lifesavers, Inc. #84689  
Authorized Dealer:  
School Health Team Life

Automotive Parts for Heavy  
Duty Vehicles  
(T-2108)

BCI Truck Inc. #89268  
Nielson Ford of Morristown #23FLEET34924  
Robert H Hoover & Sons #89257

OEM & Non-OEM Maintenance &  
Repair Services for Light/Medium  
Duty Vehicles  
(T-0126)

American Hose & Hydraulics #40866  
Cliffside Body Corp. #40822  
Creston Hydraulics Inc. #40823  
H A Dehart & Son, Inc. #40816  
Malouf Ford Inc. #40808  
Raphael Bus Sales/Irvin #40818  
Raphael, Inc.

Enclosed Cargo Trailers, Single Axle/  
Tandem Axle  
(T-2622)

FDR Hitches #19FLEET00879

Law Enforcement Firearms  
Equipment and Supplies  
(T-0106)

Nielson Fleet Inc. #23FLEET34887  
Motorola Solutions #23FLEET33791

Snow Plow Parts, and Grader and  
Loader Blades  
(T-0085)

A & K Equipment Company Inc. #88273  
Cliffside Body Corp. #88268  
Creston Hydraulics Inc. #88272  
H. A. DeHart & Son, Inc. #88264

Park & Playground  
Equipment  
(T0103)

Becker's School Supplies #16FLEET00119

Video Tele Conferencing  
Equipment & Service  
(T1466)

TeleMeasurements Inc. #81123

Medical Examinations & Testing  
Service  
(T2846)

Robert Wood Johnson University #82697  
Hospital

Drug & Alcohol Test Kits  
(T2454)

Access NJ #83604

Overhead/Rolling Doors  
(T1343)

SetRite Corp #21GNSV01465  
NJ Door Works #21GNSV01462

Lock smith Services (T0675)	Hogan Security Group Inc.	#18GNSV200332
Locking Hardware (T2981)	Hogan Security group Inc.	#21Food16466
Scientific Equipment Accessories & Supplies (T0115)	Pasco Scientific Flinn Scientific	#17FLEET01031 #17FLEET01035

- 3.14 Renewal of Contract/Annual Hardwood Floor Finishing – renew for 2023-2024 school year the following ESCNJ 10411(co-op) which is in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	<u>Location/Rates</u>	
Jack Devine Gym Floor Restorations	MHS main gym	\$4,150.00
	MHS aux gym	\$2,340.00
	MHS stage	\$1,150.00
	UMS main gym	\$2,590.00
	UMS stage	\$0.00
	LMS gym	\$2,800.00
	LMS stage	\$0.00
	OHES cafeteria stage	\$0.00
	VES main gym	\$1,985.00
	VES stage	\$0.00

- 3.15 Renewal of Contract/Fire extinguisher Preventative Maintenance Repair – renew for 2023-2024 school year the following Q22-07 in accordance with N.J.S.A 18A:18A-42.

<u>Vendor</u>	<u>Inspection/Tag Unit Rates</u>	
Fire & Security Technologies Inc. Lebanon, NJ	Cost to inspect & change fusible link on each suppression system	\$15.00
	Inspect & Tag per Unit	\$2.35
	Hydrostatic testing/inspect & tag per unit	\$20.00
	Refill 10lb. extinguisher inspect & tag per unit	\$7.50 ABC
	Refill 5lb. extinguisher inspect & tag per unit	\$7.50 ABC
	Refill 2.5 lb. extinguisher inspect & tag per unit	\$7.50 ABC
	Refill 10lb. extinguisher inspect & tag per unit	\$7.50 CO
	Refill 15 lb. extinguisher inspect & tag per unit	\$7.50 CO-2

<u>New Extinguishers</u>	
Purchase new 10 lb. extinguisher inspect & tag per unit	\$82.00 ABC
Purchase new 5lb. extinguisher inspect & tag per unit	\$52.00 ABC
Purchase new 10lb. extinguisher inspect & tag per unit	\$200.00 CO -2
Purchase 15lb. extinguisher inspect & tag per unit	\$300.00 CO-2

- 3.16 Renewal of Contract/Elevator Inspection and Repair Services – renew for 2023-2024 school year the following EDS #9741 awarded on July 1, 2021 in accordance with N.J.S.A 18A:18A-42

Vendor

Base Bid

Kencor Inc.  
West Chester, PA

Hourly Rate \$80.00 per man/ per hour  
Pressure Test \$200.00 per elevator  
Parts mark up 10%

Cost of Elevator/Lift Inspection

MHS	\$196.00
UMS	\$112.00
LMS	\$28.00
VES	\$28.00
OHES	\$56.00

- 3.17 Renewal of Contract/Plumber for Montgomery Township Board of Education – renew HCESC SER 20C (co-op) for the 2023-2024 school year, which is in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	<u>Rates</u>
Robert Griggs Plumbing & Heating LLC Hillsborough , NJ	Hourly Rate \$93.50 8am – 4 pm Evening Rate N/A 4pm – 8am Overtime Sat/Sun N/A Holidays N/A Service call/flat fee \$60.00 Part Mark up 25%

- 3.18 Renewal of Contract/Integrated Pest Control and Exterminator Services – renew for 2023-2024 school year the following Q22-05, which is in accordance with N.J.S.A 18A:18A-42.

<u>Vendor</u>	<u>Base Rates</u>
Safe Schools Integrated Pest Management DBA Stank Environmental Fair Haven, NJ	Monthly (\$500.00) Maintenance \$6,000.00 Extra Service Requests \$95.00 per visit Bees/ Stinging Insects \$195.00 per visit

- 3.19 Renewal of Contract/Generator Preventive Maintenance Service & Materials – renew for 2023-2024 school year the following Q 21-03, which is in accordance with N.J.S.A 18A:18A-42.

<u>Vendor</u>	<u>Rates</u>
Paul's Electronic Maintenance DBA SBP Industries S Plainfield, NJ	Annual lump sum service \$1,650.0 Load Transfer Test \$750.00 Straight Time (8am-5pm) \$105.00 per man/hour After Hours & weekend \$157.50 per man/hour Holidays \$210.00 per man/hour

- 3.20 Renewal of Contract/Pool Chemicals & Pool Service – renew Q22-04 for the 2023-2024 school year. This is in accordance with the N.J.S.A. 18A:18A-42.

<u>Vendor</u>	<u>Service/Repair Rates</u>
Deep Run aquatic	Straight Time

Services Inc.	Mon-Friday 8 a.m. – 5 p.m.	\$100.00 per man/hour
	After Hours & Weekends	\$150.00 per man/hour
	Holidays	\$200.00 per man/hour
	Cost of Replacement Parts	5% discount off list

Pool Chemicals

Accutab Blue SI Tablets 60lb. pail  
 Liquid Chlorine, 5 gallon Carboy  
 Carboy Deposit

Unit Price

\$170.00 per 60lb. pail  
 \$26.00 per 5 gallon carboy  
 \$8.00 per carboy

- 3.21 Renewal of Contract/B22-02 Annual Boiler Cleaning, Inspection and Service with a Time and Material Contract – renew B22-02 for the 2023-2024 school year. This is in accordance with the N.J.S.A. 18A:18A-42:

<u>Vendor</u>	<u>Rates</u>	
Mack Industries	Hourly Rate	\$87.00
Trenton, NJ	After Hours & Sat.	\$130.50
	Sun & Holidays	\$174.00
	Discount Off List:	10%
Cost of Boiler Cleaning for MHS& Admin Bldg.		\$6,195.00
Cost of Boiler Cleaning for UMS		\$2,067.00
Cost of Boiler Cleaning for LMS		\$3,497.00
Cost of Boiler Cleaning for OHES		\$1,981.00
Cost of Boiler Cleaning for VES		\$428.00
Cost of Boiler Cleaning for the Bus Garage		\$381.00
Cost of Boiler Cleaning for the Maintenance Garage		\$382.00
Grand Total for the Boiler and Burner Cleaning Service		\$14,931.00

- 3.22 Renewal of Contract/Q21-03 Electric Motor Repair & Service – renew Q21-03 for the 2023 - 2024 school year. This is in accordance with the N.J.S.A. 18A:18A-42:

<u>Vendor</u>	<u>Rates</u>	
Longo Electrical-Mechanical Inc.	Hourly rate (8am- 4pm)	\$88.00
Wharton, NJ	Evening Rate (4pm-8am)	\$88.00
	Overtime rate	
	Sat, Sun & holidays	\$88.00
	Parts Mark-up %	15 %



- 3.23 Renewal of Contract/B22-10 Fire Code Complaint Means of Egress – renew B22-10 for the 2023-2024 school year. This is in accordance with the N.J.S.A. 18A-42:

<u>Vendor</u>	<u>Rates</u>	
C & M Door Controls Inc.	Straight Time	\$110.00
Port Reading, NJ	After Hours/weekends	\$144.00
	Holidays	\$144.00

- 3.24 Approval of Installation for a Safety Netting System on the Montgomery High School Turf Field – protection for track activity from field-related activity as follows:

<u>Vendor</u>	<u>Contract#</u>	<u>Amount</u>
SportCare	To be funded by Esser II	\$32,951.00
Bridgewater, NJ	Grant Funds	

- 3.25 Receipt/Award of Bid – Fall Athletics for the Montgomery Township Board of Education (B24-04) – bids were received on April 19, 2023 for fall athletics as follows:

<u>Vendor</u>	<u>Amount</u>
Sportsman's Johnstown, PA	\$18,731.13
Riddell N Ridgeville, OH	\$8,434.30

It is recommended that the Board of Education award Bid B24-04 Fall Athletics as follows:

<u>Vendor</u>	<u>Amount</u>
Sportsman's Johnstown, PA	\$15,298.48
Riddell N Ridgeville, OH	\$3,869.88
Total	\$19,168.36

It is recommended the Board of Education reject the bids from the following vendors; pursuant to N.J.S.A. 18A:18A-22:

- e. The purposes or provisions or both N.J. S.A. 18A:18A-1 et seq. are being violated:

*Sportsman's, Johnstown, PA* - The low bid received for the following items is being rejected because the vendor cannot supply the requested bid item. The vendor substituted the requested bid for another style/brand. The style must match current uniform in use or requested brand:

- Boys Soccer - Twin City Tube Sock-White-L
- Boys Soccer - Twin City Tube Sock-Dk Green-L
- Football - Adams Pro-100 4D Chin Straps (hard cup) - (Wrong Color)
- MS Cross Country - Fox40 Electronic Whistle

- 3.26 Receipt/Award of REBID (B24-02) District Fire Alarm Testing, Maintenance and Repair for the Montgomery Township Board of Education – bids were received on April 19, 2023 for District Fire Alarm Testing, Maintenance and Repair as follows:

<u>Vendor</u>	<u>Amount</u>
Alarm & Communications Technologies, Inc. Wharton, NJ	\$57,817.00

The bid received on April 19, 2023 is being rejected due to the price increase.

- 3.27 Approve the Following Resolution Regarding an Amendment to the Long-Range Facility Plan and Submission of Various Project Applications by Parette Somjen Architects to the NJ Department of Education for the Following Projects:

RESOLVED, upon the recommendation of the Superintendent, that the Montgomery Township Board of Education, in the County of Somerset, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education to serve as an application to the Office of School Facilities and an amendment to the District's Long-Range Facility Plan; and

BE IT FURTHER RESOLVED, these projects shall be each be a "Regular Operating District Grant" project and the Board of Education is seeking State funding but will fund the remaining portion of the Project through the District's Capital Reserve Account.

<b>Location of Project</b>	<b>Description of Project</b>
Montgomery Lower Middle School	AHU to RTU Conversion
Montgomery High School	RTU Replacement
Montgomery Upper Middle School	B Wing Chiller Replacement
Montgomery Upper Middle School	Roof Replacement

#### **4.0 PERSONNEL**

- 4.1 Approval of Personnel Agenda – approve the personnel agenda (see Pages 29 - 32).
- 4.2 Approval of the Communications Specialist Job Description – approve the communications specialist job description (see Page 33)

**ANNOUNCEMENTS BY THE PRESIDENT** – None

**ADJOURNMENT**

Ms. Franco-Herman motioned to adjourn at 10:22 p.m., seconded by Mr. Todd. Upon call of the question, the motion carried unanimously.

The meeting was adjourned at 10:22 p.m.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Gary L. Ottmann", with a stylized flourish at the end.

Gary L. Ottmann  
Interim School Business Administrator/  
Board Secretary

<p style="text-align: center;"><b>Montgomery Township Board of Education</b> <b>Travel Reimbursement Requests</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**
Mike O'Neill	BO	4/27/23	NJSBGA Chapter Meeting		\$14.95					\$14.95	
Mike O'Neill	BO	5/25/23	NJADP Chapter Meeting		\$35.07					\$35.07	
Mike O'Neill	BO	6/22/23	NJSBGA Chapter Meeting		\$14.95					\$14.95	\$64.96

**\*\*Estimated****BOE****4/25/2023**

#### 4.1 PERSONNEL

##### A. Resignations/Retirements

	Location	First	Last	Position	Effective	Reason	Dates of Employment/Notes
1.	HS	Denita	Gaillard	Secretary, 10 MO SEC.HS.GUID.UG.10	06/01/2023	Retirement	12/05/2007 – 05/31/2023
2.	OHES	Judith	Wansor	Paraprofessional AID.OH.TIA.EO.03	04/29/2023	Resignation	01/11/2017 – 04/28/2023

##### B. Leaves of Absence

	Location	First	Last	Position	Type of Leave	Dates of Leave/Notes
1.	OHES	Meghan	Bauer	Teacher/ESL TCH.OH.ESL.MG.01	Leave of Absence Anticipated Return	02/06/2023 – 04/28/2023 (Paid; w/ Benefits)- <b>Revised</b> 05/01/2023 - <b>Revised</b>
2.	HS	Kawika	Kahalehoe	Teacher/Music TCH.HS.MUSC.MG.01	NJFLA Anticipated Return	05/08/2023 – 06/02/2023 (Unpaid; w/ Benefits) 06/05/2023
3.	UCMS	Halina	Loc	Custodian CUS.UM.CUST.NA.02	Leave of Absence Anticipated Return	04/03/2023 – 05/12/2023 (Paid; w/ Benefits) 05/15/2023
4.	OHES	Brianna	McKenna	Teacher/Special Education TCH.OH.AUT.MG.03	FMLA Anticipated Return	04/19/2023 – 05/31/2023 (Unpaid; w/ Benefits) 06/01/2023
5.	TRANS	Elizabeth	Pierrot	Bus Attendant TRN.TR.BAID.NA.03	Leave of Absence Unpaid Leave Anticipated Return	01/17/2023 – 02/09/2023 (Paid; waives Benefits) 02/10/2023 – 06/04/2023 - <b>Revised</b> 06/05/2023 - <b>Revised</b>
6.	LCMS	Laura	Wright	Teacher/Special Education TCH.LM.RCTR.MG.04	FMLA Anticipated Return	09/01/2023 – 11/25/2023 (Unpaid; waives Benefits) 11/27/2023

##### C. Appointments (Certificated Staff)

	Location	First	Last	Position	Replacing	Degree	Step	Salary	Pro-rated	Dates of Employment/Notes
1.	OHES	Melissa	Beer	Teacher/ESL (Leave Replacement) TCH.OH.ESL.MG.01	Meghan Bauer	MA+15	A	\$72,070	Yes	04/17/2023 – 04/28/2023

**D. 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.	Paraprofessional/VES AID.VS.TIA.EO.03	Jeannie	Chapkowski	Paraprofessional/LCMS AID.LM.TIA.RC.04	N/A	F	\$29,475	03/30/2023 – 06/30/2023

**E. 2022-23 Appointments/Renewals – Certificated Staff**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Degree</b>	<b>Step</b>	<b>Salary</b>
1.	UCMS	Meghan	Moore	School Counselor	Teacher - MA+60/DOC	K	\$94,060 - <i>Revised</i>

**F. Appointments – To be Funded by ARP ESSER Grant**

	<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Salary</b>	<b>Dates of Employment/Notes</b>
1.	MHS	Temmy	Olivi	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023
2.	MHS	Gina	Iacono	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023
3.	MHS	Corrine	Skelton	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023
4.	MHS	Samantha	Tobaygo	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023
5.	MHS	Patrick	Minor	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023
6.	MHS	Rachel	Sitar	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023
7.	MHS	Susan	Teza	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023
8.	MHS	Anna	Panova	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023
9.	MHS	Kristiana	Palmer	Teacher – Beyond the School Day (Not to Exceed \$2,000.00)	\$61.78 p/h	04/30/2023 – 05/30/2023

**G. Appointments – Mentor Teachers**

	Location	Provisional Teacher/Mentee	Mentor Teacher	Route	Stipend	Pro-rated	Dates of Mentoring
1.	OHES	Melissa Beer	Staci Anderson	Traditional	\$550.00	\$183.33 <i>*Revised</i>	02/13/2023 - 04/28/2023 <i>*Revised</i>

**H. Appointments/Substitutes**

	Location	First	Last	Position	Status	Dates of Employment/Notes
1.	VES	Amanda	Corujo	Student Teacher/Substitute	NEW	09/01/2023-12/08/2023
2.	VES	Breanna	Fabriczi	Student Teacher/Substitute	NEW	01/01/2024-05/10/2024
3.	DISTRICT	Nina	Masaun	Substitute Teacher/Paraprofessional	NEW	04/26/2023-06/30/2023
4.	DISTRICT	Jyotsna	Mishra	Substitute Teacher/Paraprofessional	NEW	04/17/2023-06/30/2023
5.	DISTRICT	Kimberly	Morales	Substitute Teacher/Paraprofessional	NEW	04/03/2023-06/30/2023
6.	DISTRICT	Trupti	Pande	Substitute Teacher/Paraprofessional	NEW	04/18/2023-06/30/2023
7.	VES	Marissa	Tamuzza	Student Teacher/Intern	NEW	09/05/2023-12/19/2023

**I. Tuition Reimbursement**

	Location	First	Last	School	Semester	Credits	Reimbursed Amount	Course
1.	UMS	Michelle	Feigenwinter	Rutgers University	2023-2024	3	\$2337.00	Identification and Assessment of Learning Disabilities
2.	OHES	Wendy	Gelinas	Colorado State University	2022-2023	3	\$425.00	Biology of Belief for Educators <i>*Rescind</i>
3.	OHES	Wendy	Gelinas	Colorado State University	2022-2023	3	\$425.00	Teaching Students How to Remember <i>*Rescind</i>
4.	UMS	Caitlin	Mannion	Syracuse University	2023-2024	3	\$2703.00	Educational Technology in International Settings
5.	LMS	Martha	Ospina	Rutgers University	2022-2023	3	\$2272.50	Seminar in Hispanic Literature <i>*Rescind</i>

6.	OHES	Anna	Quick	Colorado State University	2023-2024	3	\$429.00	Gestalt Language Processing
7.	MHS	Katherine	Romanchik	The College of New Jersey	2023-2024	3	\$1995.00	Strategies for ADHD, LD and a Spectrum of Learners
8.	VES/OHES/LMS	Sarah	Scapardine	Colorado Christian University	2022-2023	3	\$381.65 <i>*Revised</i>	Helping Students Overcome Trauma
9.	LMS/UMS	Inez	Serrano	University of Wisconsin-Stout	2023-2024	2	\$952.00	Poverty in Schools

**J. Other**

	Location	First	Last	Assignment	Salary/Stipend	Dates of Employment/Notes
1.	MHS	Brian	Grieco	Teacher – 8 <sup>th</sup> Grade Epstein Scoring (Math Diagnostic Scoring) (Not to Exceed \$100.00)	\$20.00 p/h	03/15/2023 – 03/30/2023
2.	MHS	Daniel	Lee	Teacher – 8 <sup>th</sup> Grade Epstein Scoring (Math Diagnostic Scoring) (Not to Exceed \$400.00)	\$20.00 p/h	03/15/2023 – 03/30/2023
3.	MHS	Jennifer	Amberson	Teaching 1 Additional Period (ICR English 10)	\$3,771.40	05/01/2023 – 06/30/2023
4.	MHS	Michael	Baldino	Teaching 1 Additional Period (Algebra I)	\$3,049.60	05/01/2023 – 06/30/2023
5.	MHS	Michele	Caltiere	Teaching 1 Additional Period (ICR English 10)	\$4,041.40	05/01/2023 – 06/30/2023
6.	MHS	Kristin	DiPietro	Teaching 1 Additional Period (Algebra I)	\$3,640.00	05/01/2023 – 06/30/2023
7.	MHS	Cynthia	Gorman	Teaching 1 Additional Period (ICR English 11)	\$2,719.60	05/01/2023 – 06/30/2023
8.	MHS	Noelle	Keller	Teaching 1 Additional Period (Math)	\$3,623.80	05/01/2023 – 06/30/2023
9.	MHS	Kristina	Shebchuk	Teaching 1 Additional Period (ICR English 11)	\$3,697.60	05/01/2023 – 06/30/2023
10.	MHS	Corinne	Skelton	Teaching 1 Additional Period (ICR English 10)	\$3,361.00	05/01/2023 – 06/30/2023
11.	TRANS	Gigi	Sala	Bus Driver	\$500.00	Referral Bonus-Transportation

\* Pending Criminal Background Clearance and Employment History Clearance



#### **4.2 Resolution Approving Communications Specialist Job Description**

WHEREAS, the Superintendent of Schools has recommended that the position and job description for Communications Specialist in the Board Office be approved;

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 position and job description will take effect July 1, 2023;

BE IT FURTHER RESOLVED that the Montgomery Township Board of Education approves the position and job description for the Communications Specialist.