

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Minutes of the Tuesday, April 30, 2019 6:30 P.M. Business Meeting

These minutes were formally approved at the May 21, 2019 Business Meeting.

OPENING OF THE MEETING

- A. The Montgomery Township Board of Education held a business meeting on Tuesday, April 30, 2019 at 6:30 p.m. in the Montgomery Upper Middle School media center.
- B. Roll Call - The following Board Members were present: Phyllis Bursh (arrived at 6:50 p.m.), Minky Chenette, Amy Miller, Ranjana Rao (arrived at 7:36 p.m.), Shreesh Tiwari and Joanne Tonkin

Absent: Dr. Paul Johnson

Also Present: Nancy Gartenberg, Superintendent
Elizabeth Nastus, Interim Assistant Superintendent
Mark Kramer, Interim Board Secretary
David Palumbo, Associate School Business Administrator/Assistant Board Secretary

EXECUTIVE SESSION- A motion was made by Ms. Tonkin and seconded by Mr. Doshi that the board adopt a resolution to go into 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.

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

1. Items related to personnel, harassment, intimidation and bullying incidents, a special education settlement agreement and negotiations with the Montgomery Township Education Association will be discussed.
2. 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 with a unanimous vote recorded.

RETURN FROM EXECUTIVE SESSION- The Board returned from Executive Session at 7:35 p.m.

- C. President Chenette read the following Statement of Open Meeting and Public Participation - In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing notice of the meeting on January 4, 2019, and April 23, 2019. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Postings, PTSA Officers, Courier News, Princeton Packet, Trenton Times, and The Star Ledger.

D. Roll Call - The following Board Members were present: Phyllis Bursh, Minkyo Chenette, Amy Miller, Ranjana Rao, Shreesh Tiwari and Joanne Tonkin

Absent: Dr. Paul Johnson

Also Present: Nancy Gartenberg, Superintendent
Elizabeth Nastus, Interim Assistant Superintendent
Mark Kramer, Interim Board Secretary
David Palumbo, Associate School Business Administrator/Assistant Board Secretary

E. President Chenette then led everyone in the Salute to the Flag.

F. President Chenette welcomed all to the business meeting.

PUBLIC HEARING ON THE 2019-2020 BUDGET - Mr. Kramer, Interim Board Secretary gave a presentation on the 2019-2020 budget.

Mr. Doshi inquired as to what makes up the tuition cost. Mr. Kramer answered that it was out-of-district placements.

Ms. Miller asked about the activity and parking fees. Ms. Tiwari stated that the parking fees will be reduced to \$100.

Mr. Doshi commented that he was concerned with the overall financial health of the district including the per pupil cost and the reduction of enrollment. The per pupil cost has increased by 16% over the past three years while student enrollment has decreased by between 2.5% to 3%. This is not sustainable.

Mr. Tiwari stated that Mr. Doshi is correct with his concerns. Salaries and benefits make up over 82% of the budget which is more than what is received from the annual 2% tax levy increase. The OFF committee wants to prepare a five-year financial outlook to research the cost of full-day kindergarten and later start times for the school. It may be necessary for the district to ask a second question to fund these items.

The Board members made comments and provided additional thoughts on the budget.

SUPERINTENDENT'S REPORT/PRESENTATIONS

Ms. Gartenberg, Superintendent of Schools, made the following comments:

- Local communities and district staff pulled together after the tragic death of a student. There will continue to be mental health and grief training.
- This Sunday will be the "Run with Rotary" program. The Rotary Club is a selfless and supportive group.
- A recycling event will be happening where individuals can turn in and recycle expired and/or unwanted prescription medicine, flower pots, spent pens, markers and sports equipment.
- The Montgomery business festival will happen within the next couple of weeks.

Ms. Miller stated that the film, “If They Had Only Known” will be shown this week.

Harassment, Intimidation and Bullying Board Training – Mr. Stephen Fogarty, Board Attorney, gave a presentation on the responsibilities of the Board with regard to Harassment, Intimidation and Bullying.

NEW BUSINESS FROM BOARD/PUBLIC

None

APPROVAL OF MINUTES

A motion was made by Ms. Bursh and seconded by Mr. Tiwari to approve the following minutes:

March 12, 2019	Executive Session Meeting
March 12, 2019	Workshop and Business Meeting
March 26, 2019	Executive Session Meeting
March 26, 2019	Business Meeting

Upon call of the roll, the motion carried unanimously.

A motion was made by Ms. Bursh and seconded by Mr. Tiwari to approve the following minutes:

March 20, 2019	Executive Session Meeting
March 20, 2019	Special Meeting

Upon call of the roll, the motion carried with six members voting in favor and Mr. Doshi abstaining.

ACCEPTANCE OF CORRESPONDENCE

A motion was made by Mr. Doshi and seconded by Mr. Tiwari to approve the following correspondence:

1. Email dated 3/22/19 from K. Dentler regarding settlement of teachers’ contract
2. Email dated 3/22/19 from D. Freitor regarding district choir concert
3. Email dated 3/31/19 from T. Imran regarding MHS parking fee
4. Email dated 3/31/19 from S. Brown regarding MHS parking fee
5. Email dated 3/31/19 from K. Reid-Schweiger regarding MHS parking fee
6. Email dated 4/1/19 from S. Dahl regarding MHS parking fee
7. Email dated 4/1/19 from L. Hauben regarding MHS parking fee
8. Email dated 4/1/19 from D. Conway regarding MHS parking fee, etc.
9. Email dated 4/1/19 from J. McNally regarding MHS parking fee
10. Email dated 4/1/19 from E. Richman regarding MHS parking fee
11. Email dated 4/2/19 from C. Callan regarding MHS parking fee
12. Email dated 4/8/19 from A. Sgro regarding Orchard Road bridge construction
13. Email dated 4/8/19 from C. Callan regarding MHS parking fee
14. Email dated 4/10/19 from J. Sangiovanni regarding resignation of superintendent
15. Email dated 4/14/19 from T. Imran regarding MHS parking fee
16. Email dated 4/15/19 from E. Richman regarding MHS parking fee
17. Email dated 4/15/19 from T. Imran regarding MHS parking fee
18. Email dated 4/15/19 from L. Hauben regarding MHS parking fee
19. Email dated 4/17/19 from T. Imran regarding MHS parking fee

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

PUBLIC COMMENTS

None

ACTION AGENDA**1.0 ADMINISTRATIVE**

A motion was made by Mr. Tiwari and seconded by Ms. Bursh to approve agenda items 1.1 through 4.5 as follows:

1.1 Routine Monthly Reports – Accept the following reports:

- a. Student Control Report
- b. Fire/Security Drill Report
- c. Bus Evacuation Drill Report

1.2 Policy/Regulation Second Reading - Accept and adopt the following regulation following a second reading:

7510R Use of School Facilities

1.3 Affirmative Action Officers 2019-2020 – It is recommended that the Board appoint the following personnel as Affirmative Action/504 Officers for the 2019-2020 school year:

- Daniel Van Hise (OHES), Jamie Maccarone (VES), Georgianna Kichura (MMS-Lower Campus), Kimberly Dewrell (MMS-Upper Campus), Naoma Green (MHS) – Students
- Kelly Mattis, District Personnel

1.4 Anti-Bullying Specialists 2019-2020 – It is recommended that the Board appoint the following personnel as Anti-Bullying Specialists for the 2019-2020 school year:

- Tracy Vail and Wendy Senatra (OHES), Lauren Fornal and Jolene Schantz (VES), Lesley Haas and Kevin Armstrong and (MMS – Lower Campus), Jeanne Fedun and Allison Doyle Smith (MMS – Upper Campus), Keith Glock and Maureen Conway (MHS) – Students

2.0 CURRICULUM & INSTRUCTION

2.1 Out-of-District Tuition Students – Accept the following students at the Board-approved tuition rates for the 2019-2020 school year:

M.C. (12th grade)
J.K. (12th grade)
J.S. (12th grade)
K.C. (11th grade)
B.L. (4th grade)

- 2.2 Field Trip Approval 2019 (*Revision of Trip Date*) - Approve Field Trip for the Varsity and JV Baseball teams and coaches to participate in a baseball game at Major League Baseball's Hall of Fame in Cooperstown, NJ from April 28 – 29, 2019, at no cost to the Montgomery Township School District. This revision in dates is due to construction delays at the Hall of Fame Facility. Trip was originally scheduled for April 14 – 15, 2019 and was previously approved on the March 12, 2019 Board of Education agenda.
- 2.3 Consultant Approvals 2018-2019 - Approve the following consultants for the 2018-2019 school year:

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Gold Psychological Services	Psychological Evaluation	\$750.00/evaluation
New Jersey Brain Care	Neuropsychological Evaluation- Comprehensive	\$3,500.00/evaluation
	Neuropsychological Evaluation-Using CST IQ & Achievement Tests	\$2,500.00/evaluation
Inlingua	Verbal Interpretation: <u>2 hour minimum</u>	
	Spanish	\$95.00/hour
	Portuguese	\$95.00/hour
	German, French, Italian	\$95.00/hour
	Creole: Haitian, French	\$105.00/hour
	Dutch, Danish, Finnish, Flemish, Hungarian	\$115.00/hour
	Japanese, Vietnamese, Korean	\$115.00/hour
	Chinese: Mandarin, Cantonese	\$115.00/hour
	Czech, Lithuanian, Polish, Slovak, Russian,	\$120.00/hour
	Turkish	\$120.00/hour
	Hindi, Gujarati, Marathi, Gengali	\$130.00/hour
	Hebrew, Arabic	\$130.00/hour
	Travel Time	\$30.00/hour

- 2.4 Service Subscription Approval 2019-2020 - Approve the purchase of the following goods and services for the 2019-2020 school year:

VENDOR NAME	GOODS AND SERVICES PROVIDED	COST
Go Sign Me Up	License for software service subscription for the 2019 – 2020 school year	Total Cost: \$4,052 <i>Funded by ESEA Title II Grant Funds</i>

- 2.5 S.O.A.R. Summer Program, Pre-K – Grade 12 - Approve the 2019 S.O.A.R. Summer Program. This five-week program will run from June 27, 2019 through August 2, 2019, at Montgomery High School

2.6 Out-of-District Placements 2018-2019

Approve the following Out-of-District placements for the 2018-2019 School Year.

Pupil ID	School	TUITION			
		Dates	ESY	RSY	Total for Year
100547	Collier School	3/11/19-6/21/19		\$21,976.00	\$21,976.00
100308	Daytop New Jersey Withdrawal	3/23/19-6/30/19		-\$16,548.30	-\$16,548.30

2.7 Nonpublic School Nursing Services 2019-2020 – approve the following nonpublic instructional services agreement:

THIS AGREEMENT is made the first day of July 2019 between the Somerset County Educational Services Commission, hereinafter referred to as SCESC and the Montgomery Township School District, County of Somerset and State of New Jersey, hereinafter referred to as the Public School District.

WHEREAS, the SCESC, by authority of its Board of Directors, acting on approval of the State Board of Education, is capable of providing auxiliary services and any other service or supply provided under the grant guidelines to eligible students attending nonpublic schools; and

WHEREAS, the SCESC services are in accordance with Chapter 226, Laws of 1991, and the Rules and Regulations governing nursing services to nonpublic schools; and

WHEREAS, the Public School District is under obligation to provide said services to all eligible nonpublic schools within its district to assure equal access to specified nursing services; and

WHEREAS, the Public School District has by Resolution of its Board, agreed to contract with the SCESC to provide said services pursuant to said legislation.

NOW, THEREFORE, the parties hereto agree as follows:

1. The terms of this Agreement shall be in effect from July 1, 2019 until June 30, 2020.
2. The SCESC will provide services for pupils in grades K-12 who are enrolled full time in the nonpublic school within the limitation of State funds and according to State guidelines.
 - a. Nursing services for pupils in grades K-12 who are enrolled full time in the nonpublic school. The services shall include:
 1. Assistance with medical examinations including dental screening;
 2. Screening of hearing;

3. Maintenance of student health records and notification of local or county health officials of any student who has not been properly immunized;
4. Scoliosis examinations of students between the ages of 10 and 18;
5. The extension of emergency care provided to public school students to full time nonpublic school students who are injured or become ill at school or during participation on a school team or squad pursuant to NJAC 6A:16-1.4 and 2.1(a)4. These health services include:
 - a. The emergency administration of epinephrine via epipen pursuant to N.J.S.A. 18A:40 12.5;
 - b. The care of any student who becomes injured or ill while at school or during participation in school-sponsored functions;
 - c. The transportation and supervision of any student determined to be in need of immediate care; and
 - d. The notification to parents of any student determined to be in need of immediate medical care.

The nursing services provided to nonpublic schools shall not include instructional services.

3. The SCESC shall purchase nursing supplies for nonpublic schools, if requested, with remaining funds after required nursing services are provided as per the provisions set forth by the State of New Jersey Department of Education and with authorization by the Public School District.
4. The SCESC shall contact the nonpublic schools within the district and determine the services they will require within the parameters of the law and limitation of funds.
5. The SCESC will coordinate the Annual Consultation Meeting between the Public School District and its nonpublic schools, according to the provisions set forth by the State of New Jersey Department of Education.
6. The Public School District agrees to pay to the SCESC a sum equal to the full funding that is allocated by the State Department of Education for nursing services to nonpublic schools within its district pursuant to the provisions of Chapter 226 Laws of 1991. Payment shall be made monthly during the school year and forwarded to the SCESC within sixty (60) days after district's receipt of the SCESC's monthly invoice of services provided and supplies purchased. Nursing services (per 60 minute session) is \$34.75. The SCESC, as per New Jersey Department of Education guidelines effective October 7, 2003, will retain 6% of the payment as reimbursement for programming, supervision and administrative expenses associated with the Nonpublic School Nursing Services Program implementation. In the event a Public School District fails to remit funds to the SCESC, the SCESC shall have the right to give notice of discontinued services.

2.8 Approve the Following Revised Resolution Regarding Nonpublic Aid:

WHEREAS, the Montgomery Township Board of Education received additional nonpublic security aid for a grand total of \$29,400.00 from the State of New Jersey in FY 2019; and

WHEREAS, the State of New Jersey directed the Montgomery Township Board of Education having nonpublic schools within its boundaries, the responsibility for providing security services, equipment, or technology to help ensure a safe and secure environment within the limits of the funds provided by this program in the FY 2019 school year; and

WHEREAS, Princeton Montessori and the Waldorf School representatives along with the SCESC consultant reviewed the proposed security and technology expenditures with the Director of Student Services; and

WHEREAS, the State of New Jersey requires that the local Board of Education authorize the specific nonpublic expenditures for each of these grant awards;

NOW, THEREFORE, BE IT RESOLVED that the Montgomery Township Board of Education authorizes the following nonpublic expenditures:

Nonpublic Security	
Princeton Montessori	
ADT	\$5,175.00
Raptor Technologies	\$1,725.00
Total	\$6,900.00
Remaining Funding Allocation	\$6,900.00
Waldorf	
Eastern Data Comm	\$8,300.00
Total	\$8,300.00
Remaining Funding Allocation	\$8,372.55

2.9 Approve Effective School Solutions, LLC for Professional Services at Montgomery High School and Montgomery Upper Middle School -

WHEREAS, there exists a need for professional services for the 2019-2020 school year; 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 High School and Montgomery Upper Middle School to assist students with emotional and behavioral challenges to engage with the academic environment and remain at the high school and 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 \$515,100 as follows: Effective School Solutions to provide therapeutic mental health

services through licensed professionals to students in Montgomery High School and Montgomery Upper Middle School.

3.0 NON-INSTRUCTIONAL

- 3.1 Financial Reports - As prepared by the School Business Administrator and Treasurer of School Moneys which are in agreement, and presented by the Superintendent, approve the following preliminary reports as of March 31, 2019:

- Board Secretary's Report
- Treasurer's Report
- Investment Report
- Food Services Report

- 3.2 Ratification of Transfers - ratify the transfer of funds among the general, special revenue and capital projects funds' line items as of March 31, 2019.

- 3.3 Receipt of Certification from Board Secretary - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Mark Kramer, certify that as of March 31, 2019 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A:23-2.12 (a).

- 3.4 Certification of Board of Education - Pursuant to NJAC 6A:23-2.12 (c) 4, we certify that as of March 31, 2019 after review of the Board Secretary's and Treasurer's monthly financial reports, in the minutes of the board each month that no major account or fund has been over expended in violation of NJAC 6A:23-2.12 (b).

- 3.5 Approval of Monthly Bills for April – approve the monthly bills as follows:

General Operating	\$8,890,692.09
Food Service	\$233,156.00

- 3.6 Travel Reimbursement –2018/2019 – approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 4/30/19 (see Page 17).

- 3.7 Approval of the Adoption of Estimated Tuition Rates for 2019-2020 - establish the following estimated tuition rates for the 2019-2020 school year:

Integrated Preschool	\$ 3,700
Kindergarten	\$12,091
Grades 1-5	\$15,896
Grades 6-8	\$15,079
Grades 9-12	\$15,582
Learning Language Disabled (LLD)	\$35,665
Autistic	\$80,634
Preschool Disabled (PSD)	\$36,248
Moderate Cognitive Impaired	\$ 9,823

3.8 ADOPTION OF THE 2019-2020 BUDGET

WHEREAS, the Montgomery Board of Education approved the tentative 2019-2020 budget at its March 12, 2019 board meeting; and

WHEREAS, the Montgomery Board of Education forwarded the tentative 2019-2020 budget to the Somerset County Executive County Superintendent of Schools for review and approval on March 20, 2019; and

WHEREAS, the district's tentative 2019-2020 budget was prepared to be consistent with the New Jersey Quality Single Accountability Continuum (NJQSAC) focusing on quality performance indicators in all five areas of school district effectiveness: Operations Management, Instruction and Program, Fiscal Management, Personnel and Governance; and

WHEREAS, the district's tentative 2019-2020 budget was prepared consistent with the district's Finance Policy 6220 addressing budget preparation, with primary consideration given to educational priorities identified by the Superintendent of Schools; and

WHEREAS, the district's tentative 2019-2020 budget is designed to carry out the educational plan in a thorough and efficient manner, to maintain school district facilities, and to honor continuing obligations of the district; and

WHEREAS, the district's tentative 2019-2020 budget evolved primarily from the needs of the schools as expressed by the principals, directors, assistant superintendent, and the district educational program as expressed by the Superintendent of Schools, and is compatible with approved district plans; and

WHEREAS, the tentative 2019-2020 budget was constructed consistent with the School Funding Reform Act of 2008, under which a district could apply for some tax levy adjustments to cover extraordinary conditions such as, for health benefit cost increase above two percent (2%); an enrollment adjustment, and banked cap, the results which would increase local taxes above the two percent (2%) cap; and

WHEREAS, the Montgomery Board of Education tentative 2019-2020 budget was eligible to include the use of the health care cost adjustment in the amount of \$572,987; the use of Banked Cap adjustment of \$265,272 and was not eligible for the Enrollment adjustment; and

WHEREAS, the Montgomery Board of Education approved the use of \$4,466,108 in budgeted fund balance - operating and, the use of \$1,085,000 in capital reserves; and

WHEREAS, the district's tentative 2019-2020 budget submitted to the Department of Education consists of general fund tax levy that should be raised for General Funds in the amount of \$78,134,152 for the ensuing 2019-2020 school year; and

WHEREAS, the district's tentative 2019-2020 budget submitted to the Department of Education also consists of debt service fund tax levy that should be raised for Debt Service Funds in the amount of \$7,555,883 for the ensuing 2019-2020 school year; and

WHEREAS, the following diagram provides a breakdown of the 2019-2020 budget by fund:

	Budget	Local Tax Levy
General Fund	\$90,747,747	\$78,134,152
Special Revenue Fund	1,163,571	0
Debt Service Fund	8,259,087	\$7,555,883
Total Base Budget	\$100,170,405	

WHEREAS, the 2019-2020 budget approved by the Executive County Superintendent on April 22, 2019 and was approved for advertising by the Department of Education; and

NOW, THEREFORE BE IT RESOLVED, that the Montgomery Board of Education hereby adopts the district's tentative 2019-2020 budget and affixes/determines that the amount of money necessary to be appropriated for the use of the public schools for the 2019-2020 school year shall not exceed \$90,747,747 in General Fund which the General Fund local tax levy shall not exceed \$78,134,152; and

BE IT FURTHER RESOLVED, that the amount of money necessary to be appropriated for the use of the public schools for the 2019-2020 school year shall not exceed \$8,259,087 in the Debt Service Fund which the Debt Service Fund local tax levy shall not exceed \$7,555,883; and

BE IT FURTHER RESOLVED, Board approves the use of \$572,987 health care cost adjustments and the use of Banked Cap adjustment of \$265,272; and

BE IT FURTHER RESOLVED, the Board approves the use of \$4,466,108 in budgeted fund balance – operating and the use of \$1,085,000 in capital reserves; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools hereby certifies that the 2019- 2020 budget submitted does present a balanced budget with an adequate amount of funds to provide for a thorough and efficient education; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its adoption and authorizes the Superintendent and the School Business Administrator/Board Secretary to take such action to ensure that the 2019-2020 budget adopted by the Board is implemented consistent with the intent of the board.

- 3.9 Receipt/Award of Bid – District Fire Alarm Testing, Maintenance and Repair (Bid #B20-01)
– Bids were received on April 17, 2019 for the district fire alarm testing, maintenance and repair as follows:

Vendors	Cost of Yearly Maintenance	Straight Time 8:00 AM-5:00 PM	After Hours and Weekends	Holidays	Cost of Replacement Parts
Alarm & Communication Technologies, Inc. Wharton, NJ	\$25,498.00	\$124.00	\$186.00	\$248.00	Discount-28%
Sal Electric Co. Inc. Jersey City, NJ	\$25,674.00	\$102.50	\$153.75	\$225.00	Mark-up+10%
Red Hawk Fire & Security, LLC	\$25,800.00	\$126.00	\$189.00	\$189.00	Discount-25%

It is recommended that the Board of Education award bid B20-01 for the district fire alarm testing, maintenance and repair as follows:

Vendor	Cost of Yearly Maintenance	Straight Time 8:00 AM-5:00 PM	After Hours and Weekends	Holidays	Cost of Replacement Parts
Alarm & Communication Technologies, Inc. Wharton, NJ	\$25,498.00	\$124.00	\$186.00	\$248.00	Discount-28%

- 3.10 Receipt and Award of Quote – Licensed Site Remediation Professional for the New Fuel Facility at the Upper Montgomery Middle School (Quote #Q19-28) – Quotes were received for a licensed site remediation professional for the new fuel facility at the Upper Montgomery Middle School as follows:

<u>Vendor</u>	<u>Base Bid</u>
Aurora Environmental Inc. Union Beach, NJ	\$13,570.00
PennJersey Environmental Consulting Milford, NJ	\$28,985.00

It is recommended that the Board of Education award quote #Q19-28 for a licensed site remediation professional for the new fuel facility at the Upper Montgomery Middle School as follows:

<u>Vendor</u>	<u>Base Bid</u>
Aurora Environmental Inc. Union Beach, NJ	\$13,570.00

- 3.11 Renewal of Contract/Information Technology Management Services (Revised RFP18-01) – renew for the 2019-2020 school year the following revised request for proposal: Revised RFP18-01 of 2017-2018 awarded on July 18, 2017 and renewed on April 24, 2018 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	
Pitt Bull Secure Technologies Summerhill, PA	\$90,000.00

The renewal is at no increase to the Board of Education.

- 3.12 Renewal of Contract/Refuse Removal for the Montgomery Township Board of Education (Bid #B18-02) – renew for the 2019-2020 school year the following bid: B18-02 of 2017-2018 awarded on April 25, 2017 and renewed on April 24, 2018 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	Cost of Yearly Removal of Refuse July 1, 2019 – June 30, 2020
Republic Services of NJ, LLC dba Raritan Valley Disposal Services Clinton, NJ	\$59,592.00

The renewal is at no increase to the Board of Education.

- 3.13 Renewal of Contract/Electrician (Rebid #B18-03) – renew for the 2019-2020 school year the following bid: Rebid B18-03 of 2017-2018 awarded on October 10, 2017 and renewed on April 24, 2018 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	July 1, 2019 – June 30, 2020
Maul Electric, Inc. Dayton, NJ	Forman \$120.78 per man/hr. Journeyman \$110.05 per man/hr. Apprentice \$46.11 per man/hr. Discount Off List/Markup: 0%

The renewal is at no increase to the Board of Education.

- 3.14 Renewal of Contract/Annual Boiler Service and Repair (Bid #B19-06) - renew for the 2019-2020 school year the following bid: B19-06 of 2018-2019 awarded on June 26, 2018 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	July 1, 2019, through June 30, 2020
Mack Industries, Inc. Trenton, NJ	Annual Boiler Cleaning \$11,963.00 Straight Time – \$89.00 per hr. Monday thru Friday 8:00 A.M. to 5:00 P.M. After Hours and Weekends \$133.50 per hr. Holidays \$178.00 per hr. Cost of Replacement Parts 10% Off List

The renewal is at no increase to the Board of Education.

- 3.15 Approval of 2019-2020 Yearly Appointments and Contracts - It is recommended that the following contracts be issued and announced for the 2019-2020 school year:

- A. Board Attorney - Whereas, the Montgomery Township Board of Education requires professional attorney services to be performed for the school year 2019-2020 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 2019-2020.

- B. Architect of Record – Whereas, the Montgomery Township Board of Education requires professional architectural services to be performed for the school year 2019-2020 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 – 2019-2020

Principal(s): Licensed Architect	\$164.00
Partner(s): Licensed Architect	\$164.00
Director(s)	\$154.00
Senior Associate(s)	\$154.00
Associate(s)	\$143.00
Senior Project Architect(s)	\$143.00
Senior Project Engineer(s)/Senior Certified Interior Designer(s)	\$143.00
Project Architect(s)	\$122.00
Project Engineer(s)/Certified Interior Designer(s)	\$122.00
Contract Administrator(s)	\$107.00
Senior Assistant Project Manager(s)	\$102.00
Assistant Project Manager(s)	\$ 88.00
Job Captain	\$ 80.00
Architectural Intern(s): Designers: Level 3	\$ 79.00
Architectural Intern(s): Designers: Level 2	\$ 76.00
Architectural Intern(s): Designers: Level 1	\$ 62.00
Administrative Assistants	\$ 52.00

- 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 2019-2020 school year at the fee of \$27,050.00 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 2019-2020 school year at the cost of \$20,000.
- E. Re-Adoption of Board Policies and Bylaws for the 2019-2020 School Year - Re-adopt the existing policies and bylaws of the Board of Education for the 2019-2020 school year with the understanding that revision of Board policy can be made at any time by Board action.

4.0 PERSONNEL

- 4.1 Approval of Personnel Agenda – approve the personnel agenda as attached (See Pages 17-20).
- 4.2 Approval of Personnel Agenda – approve the personnel agenda as attached (See Page 20).
- 4.3 Approval of Personnel Agenda – approve the personnel agenda as attached (See Page 20).
- 4.4 Approval of Personnel Agenda – approve the personnel agenda as attached (See Page 21).
- 4.5 Approval of Personnel Agenda – approve the personnel agenda as attached (See Page 21).

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

ANNOUNCEMENTS BY THE PRESIDENT

None

EXECUTIVE SESSION- A motion was made by Mr. Tiwari and seconded by Mr. Doshi that the board adopt a resolution to go into executive session at 8:57 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.

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

1. Items related to personnel will be discussed.
2. 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 with a unanimous vote recorded.

RETURN FROM EXECUTIVE SESSION- The Board returned from Executive Session at 10:50 p.m.

Roll Call - The following Board Members were present: Phyllis Bursh, Minkyo Chenette, Amy Miller, Ranjana Rao, Shreesh Tiwari and Joanne Tonkin

Absent: Dr. Paul Johnson

ADJOURNMENT

A motion was made by Mr. Tiwari and seconded by Ms. Tonkin that the meeting be adjourned at 10:50 p.m. Upon call of the question, the motion carried unanimously

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Mh' followed by a long horizontal flourish.

Mark Kramer
Interim Board Secretary

Montgomery Township Board of Education Travel Reimbursement Requests 2018/2019

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Registration	Other	Total**	Approved Year-to-Date Total**
Staci Anderson	UMS	6/9 - 6/13/19	Engaging with Poverty & Equity in Mind	\$48.00	\$26.13	\$268.50	\$636.00	\$495.00	\$525.00	\$1,998.63	\$1,998.63
Karen Faille	BO	5/7/2019	How to Communicate with Tact, Professionalism and Diplomacy					\$213.01		\$213.01	\$233.01
Mark Kramer	BO	6/5 - 6/7/19	NJASBO Annual Conference	\$50.00	\$63.24	\$165.00	\$300.00			\$578.24	\$578.24
Mary McLoughlin	BO	6/18 - 6/21/19	The Annual Conference on Grading & Assessment	\$48.00	\$20.03	\$244.00	\$747.00	\$689.00	\$490.00	\$2,238.03	\$2,416.12
Jessica Troy	OHES	5/9/2019	Makerspaces: Creating, Motivating, Engaging	\$2.00	\$22.38			\$269.00		\$293.38	\$293.38
Kelly Thorpe	OHES	5/9/2019	Makerspaces: Creating, Motivating, Engaging		\$25.42			\$269.00		\$294.42	\$294.42

*Excluding Tolls

**Estimated

BOE

4/30/19

**Includes Registrations

Travel Reimbursement Requests 2019-2020

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Registration	Other	Total**	Approved Year-to-Date Total**
Diane Strimple	BO	7/10/2019	Google for Secretaries and Admin. Staff	\$25.00	\$27.34	\$16.00		\$165.00		\$233.34	\$233.34

*Excluding Tolls

**Estimated

BOE

4/30/19

**Includes Registrations

4.1 PERSONNEL

Resignations/Retirements/ Rescissions

Location	First	Last	Position	Effective	Reason	Dates of Employment/Notes
OHES	Giulia	Cilluffo	Educational Support Asst. (.48) AID.OH.ESA.UG.01	05/24/2019	Resignation	09/01/2016 – 05/23/2019
MHS	Lori	Gaynor	Teacher/LDTC TCH.HS.LDTC.MG.01	07/01/2019	Resignation	09/01/2015 – 06/30/2019
MHS	Kathleen	Logothetis	Teacher/School Nurse TCH.HS.NRSE.MG.02	06/01/2019	Retirement	02/16/2004 – 05/31/2019 - <i>Revised</i>
DISTRICT	Mark	Resnick	Interim Business Administrator SBA.BO.BADM.NA.01	05/29/2019	Resignation	02/11/2019 – 05/28/2019
LMS	Rebecca	Witte	Teacher/LDTC TCH.LM.LDTC.MG.01	07/01/2019	Resignation	09/01/2018 – 06/30/2019

Leaves of Absence

Location	Name	Lasts	Position	Type of Leave	Dates of Leave/Notes
TRANS	Nancy	Bering	Bus Driver TRN.TR.DRVR.NA.03	Temporary Disability FMLA Anticipated Return	04/29/2019 – 05/10/2019 .5am (Paid; with Benefits) 05/10/2019 .5pm – 05/31/2019 (Unpaid; with Benefits) 06/03/2019
LMS	Melissa	Livoti	Teacher/Grade 5 LA/SS TCH.LM.LASS.05.07	FMLA Anticipated Return	09/01/2019 – 11/23/2019 (Unpaid; w/ Benefits) 11/25/2019 - <i>Revised</i>
TRANS	Dalia	Nolan	Bus Attendant TRN.TR.BAID.NA.09	FMLA Anticipated Return	02/18/2019 – 05/17/2019 (Unpaid; w/ Benefits) - <i>Revised</i> 05/20/2019 – <i>Revised</i>

Appointments/Renewals (Certificated Staff)

Location	First	Last	Position	Replacing	Degree	Step	Salary	Pro-rated	Dates of Employment/Notes
MHS	Jennifer	Lipschutz	Teacher/School Nurse TCH.HS.NRSE.MG.02	Kathleen Logothetis	BA	18-19	\$74,360		09/01/2019 – 06/30/2019

Appointments/Renewals (Non-Certificated Staff)

Location	First	Last	Position	Replacing	Step	Salary	Pro-rated	Dates of Employment/Notes
TRANS	Elizabeth	Sawyer **	Bus Attendant TRN.TR.BAID.NA.04	Roxanna DePew	1	\$13.24 p/h	Yes	05/01/2019 – 06/30/2019

Transfers/Voluntary Reassignments

New Position/Location	First	Last	Previous Position/Location	Degree	Step	Salary	Dates of Employment
Paraprofessional/LMS AID.LM.TIA.RC.03	Bindu	Gujavarthi	Paraprofessional/MHS AID.HS.TIA.RC.08	N/A	1	\$24,700	04/08/2019 – 06/30/2019

Appointments/Substitutes

Location	First	Last	Position	Status	Dates of Employment/Notes
LMS	Michael	Back	Student Teacher/Substitute Teacher	NEW	2019-2020
MHS	Ryan	Herbert	Student Teacher/Substitute Teacher	NEW	2019-2020
DISTRICT	Rebecca	Katz	Substitute Teacher	NEW	2018-2019
OHES	Jamie	Lewkowitz	Student Teacher/Substitute Teacher	NEW	2019-2020
OHES	Ashley	Rodriguez	Student Teacher/Substitute Teacher	NEW	2019-2020
OHES	Paige	Roell	Student Teacher/Substitute Teacher	NEW	2019-2020
OHES	Ashley	Roman	Student Teacher/Substitute Teacher	NEW	2019-2020

Tuition Reimbursement

Location	First	Last	School	Semester	Credits	Reimbursed Amount	Course
VES	Joseph	Bassford	University of LaVerne	Spring 2019	3	\$375.00 <i>*Revised</i>	Motivating Athletes
VES	Joseph	Bassford	University of LaVerne	Spring 2019	3	\$375.00 <i>*Revised</i>	Psychology of Sport and Exercise
VES	Joseph	Bassford	University of LaVerne	Spring 2019	3	\$375.00 <i>*Revised</i>	Microsoft Excel
VES	Cathy	Carr	University of California-San Diego	Summer 2019	5	\$323.00	Helping Middle Grade Struggling Writers Achieve Success
MHS	Tina	Dailey	University of LaVerne	Summer 2019	3	\$375.00	Motivating Students Who Don't Care
MHS	Tina	Dailey	University of LaVerne	Summer 2019	3	\$375.00	Understanding Your Moods
MHS	Tina	Dailey	University of LaVerne	Summer 2019	3	\$375.00	Behavior Modification for Yourself & Others
MHS	Carlee	Dragon	University of LaVerne	Summer 2019	3	\$375.00	Strength Training & Conditioning
MHS	Carlee	Dragon	University of LaVerne	Summer 2019	3	\$375.00	Psychology of Sport and Exercise
MHS	Carlee	Dragon	University of LaVerne	Summer 2019	3	\$375.00	Sports Nutrition that Works
MHS	Anna	Panova-Cicchino	University of Wisconsin-Stout	Summer 2019	3	\$1323.00	Teaching K-12 Computational Thinking
UMS	Joanne	Tiu	TCNJ	Summer 2019	3	\$2058.00	Advanced Child & Adolescent Development

Appointments – Mentor Teachers

Location	Provisional Teacher/Mentee	Mentor Teacher	Route	Stipend	Pro-rated	Dates of Employment
MHS	Allison Karp	Lisa Fioretti	Traditional	\$110.00	Yes	04/29/2019 – 06/30/2019

Home Instruction

Location	First	Last	Position	Hourly Rate	Dates of Employment/Notes
OHES	Emily	Scott	Home Instruction	\$59.98 p/h	04/26/2019 – 06/30/2019

Other

Location	First	Last	Assignment	Salary/Stipend	Dates of Employment/Notes
MHS	Norman	Gebhart	Basketball, Girls Volunteer Coach	\$2,500.00	2018-19 Winter Season (Reimbursed by the Booster Club)

Pending Criminal Background Clearance***Pending Criminal Background Clearance and Employment History Clearance****4.2 Resolution Abolishing Secretary**

WHEREAS, the Superintendent of Schools has recommended that one 12-Month Secretary Position in the Board Office be abolished due to change in job description;

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 May 1, 2019;

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.

4.3 Resolution Approving the Reduction in Force of two Educational Support Assistants (.48) at Upper Middle School

WHEREAS, the Superintendent of Schools has recommended that two employees' assignments be eliminated due to a reduction in force;

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 employees' assignment will be eliminated, effective June 30, 2019;

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.

4.4 Resolution Approving the Termination of an Employee

RESOLVED to approve the Superintendent's recommendation terminating the employment contract of an employee whose name is on file in the Superintendent's office, due to her permanent disqualification from serving in the position of teacher effective April 10, 2019.

4.5 Resolution Approving the Termination of Agreement with Summit Management Solutions, LLC

WHEREAS, the Montgomery Township Board of Education (hereinafter referred to as the "Board") and Summit Management Solutions, LLC are parties to an agreement dated on or about January 15, 2019 (hereinafter referred to as the "Agreement") to provide consultant services from February 11, 2019 through June 30, 2019; and

WHEREAS, the Board is no longer in need of such consultant services and is therefore terminating the Agreement in accordance with the thirty (30) day notice provision of the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby terminates the Agreement in accordance with the notice provision of the Agreement; and

BE IT FURTHER RESOLVED that the Superintendent of Schools is hereby authorized to provide written notice to Summit Management Solutions, LLC consistent with the terms of this Resolution.