

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

**Meeting, Tuesday, July 22, 2014  
6:45 p.m. Executive Session  
7:30 p.m. Public Session**

**BOARD OF EDUCATION OFFICE LARGE CONFERENCE ROOM**

**WORKSHOP AND BUSINESS MEETING A G E N D A**

OPENING OF THE MEETING

Call to Order - Board President

Statement of Open Meeting and Public Participation - In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing notice of the meeting on January 8, 2014 and July 15, 2014. 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.

The Board reserves the right to enter into Executive Session during all meetings of the Board of Education.

This meeting is being tape-recorded for the purpose of Board review and future reference and to assist in the preparation of minutes.

It is the School Board's intention to conclude this meeting no later than 10:00 p.m.

EXECUTIVE SESSION

It is recommended that the Board convene in Executive Session for the purpose of discussing items related to personnel, negotiations with the Communication Workers of America and student and employee disciplinary matters. When the need for confidentiality no longer exists, the matter will be disclosed to the public.

RECONVENE IN OPEN SESSION - 7:30 p.m.

SALUTE THE FLAG

ROLL CALL

SUPERINTENDENT'S REPORT

- Montgomery Township Education Foundation's matching grant of \$5,000 for the purpose of staff diversity training

## COMMITTEE/REPRESENTATIVE REPORTS

### Representative Reports

- Student Representative Report
- MTEA Report
- Board Member Delegate/Representative Reports  
(SCSBA, PTSA, Legislative, NJSBA, Ed. Services Commission, etc.)

### Board Committee Reports

- Assessment, Curriculum and Instruction Committee Report
- Finance and Budget Committee Report
- Human Resources Committee Report
- Operations and Facilities Committee Report
- Policy Committee Report
- President's Report

BOARD/PUBLIC COMMENTS – Members of the public are allotted one opportunity to address the Board regarding **Board Committee, Representative Reports, Superintendent's Report or any other business** for a maximum of five (5) minutes during this period of the meeting.

APPROVAL OF MINUTES – It is recommended that the Board approve the minutes of the following Board Meeting(s):

1. June 10, 2014            Executive Session Meeting
2. June 10, 2014            Workshop and Special Meeting
3. June 17, 2014            Executive Session Meeting
4. June 17, 2014            Business Meeting

ACCEPTANCE OF CORRESPONDENCE – It is recommended that the Board of Education accept the correspondence as follows:

1. Letter dated 6/6/14 from lacrosse parents regarding program
2. Email dated 6/12/14 from C. Kopp regarding student matter
3. Emails dated 6/13/14 & 6/15/14 from A. Miller regarding open house petition
4. Email dated 6/15/14 from A. Yver regarding staff matter
5. Email dated 6/17/14 from D. Leonard regarding open houses
6. Email dated 6/18/14 from J. Barth regarding open houses
7. Email dated 6/23/14 from P. Leedy regarding student matter
8. Email dated 6/26/14 from J. Kumpf regarding policy

## ACTION AGENDA

### PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Action Agenda** for a maximum of five (5) minutes during this period of the meeting.

## **1.0 ADMINISTRATIVE**

The Superintendent recommends that the Board of Education approve the administrative items as follows:

### 1.1 Routine Monthly Report – Accept the following report:

1. Student Care and Control
2. Harassment, Intimidation and Bullying (HIB) Report
3. Teacher Absences Report
4. Fire/Security Drill Report

### 1.2 Policy Acceptance/First Reading – Accept the following policies as a first reading:

5300	Automated External Defibrillators (AEDS)
5300R	Automated External Defibrillators (AEDS) Regulation
5331R	Management of Life-Threatening Allergies in Schools Regulation

## **2.0 CURRICULUM & INSTRUCTION**

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

### 2.1 Tuition Student – Approve J.B. as an 11<sup>th</sup> grade tuition student at Montgomery High School at the rate of \$14,094.00 for the 2014-2015 school year.

### 2.2 FY 2015 NCLB, Title I, Title IIA, and Title III Grant Application – Approve submission of the proposed program plan and budget for the ESEA/NCLB FY2015 in the amount of:

Title I	\$122,582
Title IIA	\$ 49,595
Title III	\$ 12,532

### 2.3 Textbook Approvals – Approve the following textbooks for use at Montgomery High School:

<u>Title</u>	<u>Course</u>
Into the Wild	11 <sup>th</sup> Grade Honors English
Conversations in American Literature	AP Language & Composition

### 2.4 Professional Development School Network (PDSN) Partnership Agreement - Approve the agreement between Montgomery Township School District and The College of New Jersey's Professional Development School Network for the 2014-2015 school year at a cost of \$3,750.00

### 2.5 Teachscape – Approve the purchase of software for the purpose of implementing the teacher and administrator evaluation system at a cost of \$10,978.60.

2.6 World Language Course Realignment Approval – Approve re-numeration of UMS Spanish courses from level 1 and 2, to levels 1a and 1b.

2.7 Out-of-District Placements – Approve the following Out-of-District placements for the 2014/15 school year.

Pupil ID	School	TUITION			
		Anticipated Start Date	ESY	RSY	Total for Year
100590	Arc Kohler School	Withdrawn as of 6/16/14			-\$69,809.48
100590	Midland School	July 1, 2014	\$8,046.00	\$48,276.00	\$56,322.00
100415	Collier School	ESY –Withdrawn as of 6/25/14			-\$9,055.80
100415	HI-STEP Summer Program	June 30-Aug 8, 2014	\$4,250.00		\$4,250.00
102822	Hunterdon Learning Center	July 7, 2014	\$7,200.00	\$43,200.00	\$50,400.00
000182	Bridge Academy	September 4, 2014		\$39,800.00	\$39,800.00

2.8 Consultant Approval – Approve Hunterdon Educational Services Commission to provide Registered Nurse Services for the Summer Program from August 18 – 27, 2014, at a cost of \$38.00 per hour.

2.9 FY 2015 IDEA Grant - Accept and approve the funding allocation and submissions of the FY 2015 IDEA Grant in the following amounts:

Basic           \$822,420  
Preschool       \$22,222

2.10 NJSIAA Membership – 2014-2015 – Approve Montgomery High School to continue its membership for 2014-2015 in the New Jersey State Interscholastic Athletic Association at a cost of \$2,150.00 and abide by all bylaws, rules and regulations including student-athlete eligibility.

2.11 Grant Acceptance – Accept a grant from the Montgomery Township Education Foundation in the amount of \$5,000 to be used for staff diversity training.

### 3.0 FINANCE

The Superintendent recommends that the Board of Education approve the finance agenda as follows:

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 reports as of June 30, 2014:

- 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 June 30, 2014

3.3 Receipt of Certification from Board Secretary - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Thomas M. Venanzi, certify that as of June 30, 2014 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A:23-2.12 (a).

\_\_\_\_\_  
 Board Secretary

\_\_\_\_\_  
 Date

3.4 Certification of Board of Education - Pursuant to NJAC 6A:23-2-12 (c) 4, we certify that as of June 30, 2014 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 Bills to close out Year End - approve the end of year bills as follows:

General Operating	\$2,960,198.93
Food Services	\$2,497.25

3.6 Approval of Monthly Bills for July – approve the monthly bills as follows:

General Operating	\$2,886,568.45
Food Services	\$122,648.14

3.7 Travel Reimbursement – 2014/2015 – approve the Board member and/or staff conference and travel expenses as per the attached list.

3.8 Approve the following Resolution –

WHEREAS, I.K. is a student residing in Belle Mead, New Jersey, as is thus eligible to receive an education within the Montgomery Township Public School District; and

WHEREAS, a dispute arose between the Montgomery Township Board of Education and I.K.’s parents regarding the student’s proposed program and placement for the 2010-2011 school year, the 2011 extended school year, and the 2011-2012 school year; and

WHEREAS, the Parties disposed of their dispute through amicable negotiations, the terms of which are set forth in full a Settlement Agreement and Release that was previously approved by the Board; and

WHEREAS, the Parties entered into various Addenda to the Settlement Agreement and Release in June 2012 and June 2013, extending the terms of the Agreement for the 2012-

2013 and 2013-2014 school years, and the 2012 and 2013 extended school years, as well as including various transition opportunities for the Student; and

WHEREAS, the Parties have mutually agreed to a Third Addendum to that Settlement Agreement and Release, resolving all issues between the parties over I.K.'s program and placement for the 2014-2015 school year and the 2014 extended school year, a copy of which is annexed hereto;

NOW, THEREFORE, BE IT RESOLVED that the terms, stipulations and conditions as established in the Addendum are hereby approved and adopted by the Board. The Board President and Business Administrator/ Board Secretary are hereby authorized and directed to execute the Addendum and any other documents necessary to effect said settlement.

3.9 Approve the following Resolution –

BE IT RESOLVED by the Montgomery Township Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the Parents of a J.C., which is annexed to this Resolution, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

3.10 Appoint a Risk Management Consultant for the School Alliance Insurance Fund –  
approve the following resolution:

WHEREAS, the Montgomery Township Board of Education (“Educational Facility”) had previously resolved to join the School Alliance Insurance Fund (“SAIF”) following detailed analysis subject to a previously executed board resolution; and

WHEREAS, The Bylaws of SAIF requires that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that SAIF shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW THEREFORE, BE IT RESOLVED that the Montgomery Township board of Education, does hereby appoint CBIZ Insurance Services, Inc. dba CBIZ Centric of New Providence, NJ and Brown & Brown Benefit Advisors of Lambertville, NJ as its Risk Management Consultant in accordance with the Fund’s Bylaws. This appointment is effective July 1, 2014.

3.11 Appoint a Broker/Risk Management Consultant for Student Accident & Property & Casualty Insurance Policies – approve the following resolution:

WHEREAS, the Montgomery Township Board of Education has purchased student accident insurance, crime bonds, and excess liability insurance through various insurers.

WHEREAS, the insurers for these coverages and other property & casualty coverages carried by Montgomery Township Board of Education not included in the coverage provided through SAIF & NJSBAIG allow for re-appointment of the Broker of Record at the direction of the insured.

NOW THEREFORE, BE IT RESOLVED that the Montgomery Township board of Education, does hereby appoint CBIZ Insurance Services, Inc. dba CBIZ Centric of New Providence and Brown & Brown Benefit Advisors of Lambertville, NJ as its Broker for its student accident and property & casualty insurance policies not provided through NJSBAIG and SAIF and authorizes the execution of a Broker of Record letter evidencing said appointments. This appointment is effective July 1, 2014.

3.12 Receipt/Award of Bid – Student Transportation Service, To and From School Non-Public Routes NP1, NP2 and NP3 (Bid #B15-07) – Bids were received on July 10, 2014 for non-public student transportation services to and from school as follows:

<u>Vendors</u>	<u>Routes - Base Bid</u>	
First Student, Inc. Hillsborough, NJ	<b>NP1:</b> \$38, 896.00	<b>Mile \$ +/-:</b> \$884.00
	<b>NP2:</b> \$38,012.00	<b>Mile \$ +/-:</b> \$884.00
	<b>NP3:</b> No Bid	

It is recommended that the Board of Education award Bid #B15-07 for non-public student transportation services as follows:

<u>Vendor</u>	<u>Routes - Base Bid</u>	
First Student, Inc. Hillsborough, NJ	<b>NP1:</b> \$38, 896.00	<b>Mile \$ +/-:</b> \$884.00
	<b>NP2:</b> \$38,012.00	<b>Mile \$ +/-:</b> \$884.00

3.13 Receipt/Award of Quote – Food Service Computer Upgrades (Quote #Q15-20) – Quotes were received for food service computer upgrades as follows:

<u>Vendors</u>	<u>Base Quotes</u>
CC Productions, Inc. Hoboken, NJ	\$32,905.00
Heartland School Solutions Tempe, AZ	\$59,024.00
Horizon Software International Duluth, GA	\$77,895.96

It is recommended that the Board of Education award Quote Q15-20 for food service computer upgrades as follows:

Vendor

CC Productions, Inc. \$32,905.00  
 Hoboken, NJ

- 3.14 Approval of Purchase/Printer Toner Cartridges - approve the purchase of printer toner entered into on behalf of the County of Somerset Purchasing Division under the Somerset County Co-op Office Supplies:

<u>Vendor</u>	<u>State Contract #</u>	<u>Total</u>
W. B. Mason Co., Inc. Cranbury, NJ	SC CC-0001-14	\$42,113.16

- 3.15 Approval for the Purchase of Diesel Fuel – approve the purchase of #2D Diesel Ultra Low Sulfur Fuel and #2D Winter Blend Ultra Low Sulfur Fuel entered into on behalf of the Somerset County Cooperative Pricing Bid #2SOCCP, Diesel Fuel (Ultra Low Sulfur Diesel) and Winter Blend Diesel, #CC-0036-13R.

<u>Vendor</u>	<u>Fuel Type</u>	<u>Fixed Delivery Prices</u>
Allied Oil, LLC Hillsborough, NJ	#2D Diesel Ultra Low Sulfur Fuel (April 16 <sup>th</sup> through October 31 <sup>st</sup> )	\$0.0470 per gallon
Allied Oil, LLC Hillsborough, NJ	#2D Winter Blend Ultra Low Sulfur Fuel (November 1 <sup>st</sup> through April 15 <sup>th</sup> )	\$0.0590 per gallon

- 3.16 Award of New Jersey Cooperative Bid (Educational Data Services)/Custodial Supplies - approve the award of bids received by Educational Service Commission of Morris County, Morris Plains, NJ on behalf of the New Jersey Cooperative Bid Members as follows:

<u>Category</u>	<u>Vendor</u>
Custodial Supplies	All Clean Janitorial & Restaurant Supply Co. APP Inc. Atra Janitorial Supply Co. AZ Plastics, LLC Bio-Shine, Inc. Calico Industries, Inc. Central Poly Bag Corporation Cleaning Systems Inc. Jersey Paper Plus Jewel Electric Supply Co. John A. Earl, Inc. Maintenance Supply Company Metco Supply Inc. Mill Wiping Rags M & M Frankel Disposables, Inc. Pantel Co. Pyramid School Products Simplify Chemical Solutions Inc. Spruce Industries United State USA Corp. VR Bags Inc.

W.W. Grainger, Inc.

3.17 Approval of Resolution Authorizing the Execution and Delivery of a Master Lease Agreement, Equipment Schedule No. 1, an Escrow Agreement, and Related Instruments, and Determining Other Matters in Connection Therewith -

WHEREAS, the governing body of Montgomery Township of Board of Education (“Lessee”) desires to obtain certain equipment (“the Equipment”) described in Equipment Schedule No. 01 to the Master Lease Agreement (collectively, the “Lease”) between Suntrust Equipment Finance & Leasing Corp. (“Lessor”) and Lessee, the form of which has been available for review by the governing body of Lessee prior to this meeting; and

WHEREAS, the Equipment is essential for the Lessee to perform its governmental functions; and

WHEREAS, the funds made available under the Lease will be deposited with Suntrust Bank (“Escrow Agent”) pursuant to an Escrow Agreement between Lessor, Lessee and the Escrow Agent (the “Escrow Agreement”) and will be applied to the acquisition of the Equipment in accordance with said Escrow Agreement; and

WHEREAS, Lessee has satisfied the legal requirements, including those relating to any applicable public bidding requirements, to arrange for the acquisition of the Equipment and the execution and delivery of the Lease and the Escrow Agreement; and

WHEREAS, Lessee proposes to enter into the Lease with Suntrust Equipment Finance & Leasing Corp. and the Escrow Agreement with Lessor and Escrow Agent substantially in the forms presented to this meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE AS FOLLOWS:

Section 1. It is hereby found and determined that the terms of the Lease and the Escrow Agreement (collectively, the “Financing Documents”) in substantially the forms presented to this meeting and incorporated in this resolution are in the best interest of Lessee for the acquisition of the Equipment.

Section 2. The Financing Documents and the acquisition and financing of the Equipment under the terms and conditions as described in the Financing Documents are hereby approved. The School Business Administrator of Lessee and any other officer of Lessee who shall have the power to execute contracts on behalf of Lessee be, and each of them hereby is, authorized to execute, acknowledge and deliver the Financing Documents with any changes, insertions and omissions therein as may be approved by the officers who execute the Financing Documents, such approval to be conclusively evidenced by such execution and delivery of the Financing Documents. The School Business Administrator of Lessee and any other officer of Lessee who shall have power to do so be, and each of them hereby is, authorized to affix the official seal of Lessee to the Financing Documents and attest the same.

Section 3. The proper officers of Lessee be, and each of them hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Financing Documents.

Section 4. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code"), Lessee hereby specifically designates the Lease as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code.

Section 5. This resolution shall take effect immediately.

3.18 Approval of Resolution to Retain the Professional Services of Bert Mandelbaum, M.D. as the School Physician -

WHEREAS, the Montgomery Township Board of Education (hereinafter referred to as the "Board") desires to retain the professional services of Bert Mandelbaum, M.D. (hereinafter referred to as "Mandelbaum") to provide School Physician services to the Montgomery Township School District for the 2014-2015 school year; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-5, the awarding of contracts for the provision of professional services are exempt from the bidding requirements of the Public School Contract Law; and

WHEREAS, the Board solicited quotations for a School Physician; and

WHEREAS, Mandelbaum submitted the most advantageous quotation, price and other factors considered, and

WHEREAS, based upon its experience, Mandelbaum is prepared to and desires to furnish School Physician services to the Board; and

WHEREAS, the Board is desirous of awarding the contract to Mandelbaum.

NOW, THEREFORE, BE IT RESOLVED that the Board appoints Bert Mandelbaum, M.D. as the school physician for the 2014-2015 school year in accordance with the terms and conditions set forth in the Agreement which is attached hereto and made a part hereof. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this Resolution.

**4.0 PERSONNEL**

The superintendent recommends that the Board of Education approve the personnel agenda following discussion in Executive Session.

ANNOUNCEMENTS BY THE PRESIDENT

ADJOURNMENT