

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION**  
**Minutes of the Tuesday, October 15, 2013 7:15 P.M Business Meeting**

These minutes have not been formally approved and are subject to change or modification.

The Montgomery Township Board of Education held a business meeting on Tuesday, October 15, 2013 at 7:15 p.m.

**OPENING OF THE MEETING**

- A. The Montgomery Township Board of Education held a business meeting on Tuesday, October 15, 2013 in the Upper Middle School Media Center.
- B. Roll Call - The following Board members were present: Andrea Bradley, Sandra Donnay, Humberto Goldoni Adelle Kirk-Csontos, Anne Michaelson, Arun Rimal and Dr. Lei Yu

The following Board members were absent: Shalini Bhargava and Judy Humza

Also Present: Nancy Gartenberg, Superintendent  
Thomas E. C. Barclay, Assistant Superintendent  
Thomas M. Venanzi, Business Administrator/  
Board Secretary  
Annette Wells, Associate Business Administrator/  
Assistant Board Secretary  
Alexander Chen, Student Representative

- C. EXECUTIVE SESSION – A motion was made by Ms. Bradley and seconded by Ms. Kirk-Csontos that the board adopt a resolution to go into executive session at 7:17 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, student disciplinary matters and a special education settlement agreement 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.

- D. RETURN FROM EXECUTIVE SESSION – The Board returned from Executive Session at 7:30 p.m.

- E. President Rimal then read the following Statement of Open Meeting and Public Participation – In accordance with the State’s Sunshine Law, adequate notice of this meeting was provided by mailing notice of meeting on April 24, 2013 and October 8, 2013. 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.
- F. President Rimal then led everyone in the Salute to the Flag.
- G. President Rimal welcomed all to the business meeting.

### **APPROVAL OF MINUTES**

A motion was made by Ms. Bradley and seconded by Ms. Michaelson to approve the following minutes:

September 10, 2013 Executive Session Meeting  
September 10, 2013 Workshop and Special Meeting

Upon call of the question, the motion carried with Ms. Kirk-Csontos and Dr. Yu abstaining and all others present voting yes.

A motion was made by Ms. Kirk-Csontos and seconded by Dr. Yu to approve the following minutes:

September 24, 2013 Executive Session Meeting  
September 24, 2013 Business Meeting

Upon call of the question, the motion carried with Mr. Goldoni and Ms. Donnay abstaining and all others present voting yes.

### **ACCEPTANCE OF CORRESPONDENCE**

A motion was made by Ms. Kirk-Csontos and seconded by Dr. Yu to accept the correspondence as follows:

1. E-mail from D. Sharma dated 9/24/2013 regarding transportation
2. E-mail from S. Cavalheiro dated 9/24/2013 regarding transportation
3. E-mail from E. Weitze dated 9/24/2013 regarding federal government
4. E-mail from D. Zissman dated 9/30/2013 regarding student activity fee
5. E-mail from D. Gaynor dated 10/2/2013 regarding student activity fee

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

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

None

**SUPERINTENDENT’S REPORT**

**Violence and Vandalism Report for January through June 2013**

Ms. Gartenberg presented the six-month report on violence and vandalism. Ms. Gartenberg reported that the district’s numbers were low.

**Opportunity for Public Hearing**

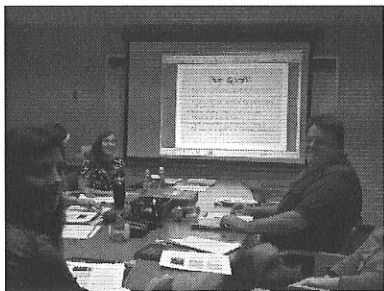
No members of the public commented on the Violence and Vandalism report.

**Student Achievement Report**

Ms. Erin Peacock, Director of Assessment, gave the following presentation on student achievement:

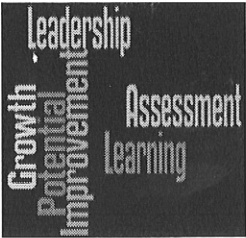
**Montgomery Township  
 School District  
 Student Achievement Review**  
  
 October 15, 2013

**Peer Assessment Review**



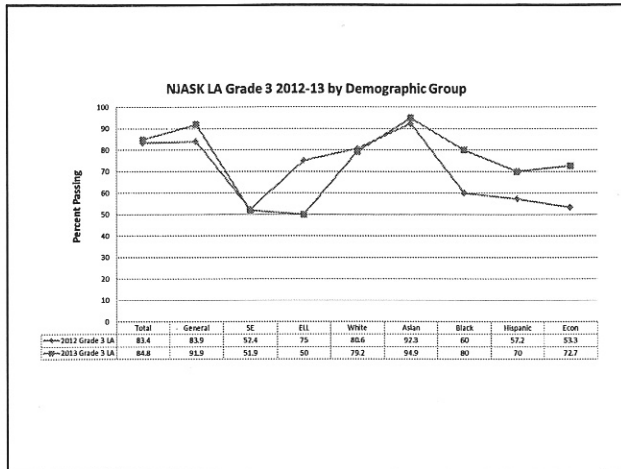
**Why Review Assessment Results?**

- Inform teachers to make instructional decisions.
- Inform teachers and leaders to make curricular decisions.
- Helps all identify areas of strong curriculum and instruction
- Helps all to identify areas for closer examination within programs



**Assessment Review- Grade 3 Writing**

	Year	Students	Mean Score Writing Cluster Score NJASK
Grade 3	2010-11	352	10.2
Grade 3	2011-12	357	10.8
Grade 3	2012-13	316	11.3

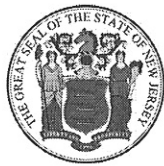
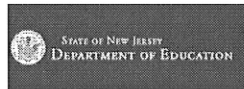


### NJASK

- NJASK redesigned 5-8 Spring 2008
- NJASK redesigned 3-4 Spring 2009
- Early indications of progress toward mastering the knowledge and skills of the NJCCCS.
- Results analysis leads to program, group, and/or individual intervention.
- Scale scores
  - 100-199 Partially Proficient
  - 200-249 Proficient
  - 250-300 Advanced Proficient

### NJDOE Required Assessments Aligned to New Jersey's Core Curriculum Content Standards

- NJASK
  - Grades 3-8
    - Mathematics, Language Arts Literacy
  - Grades 4,8
    - Science
- HSPA
  - Grade 11
    - Mathematics, Language Arts Literacy
- NJBCT
  - Upon completion of Biology
    - Grade 11



### NJASK Clusters

#### LAL

- Reading and Analyzing Text
- Working with Text
- Writing
  - Persuasive or Argument
  - Informative/Explanatory or Narrative

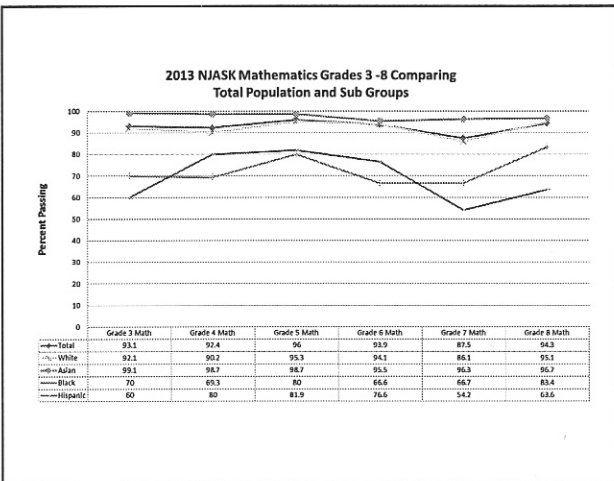
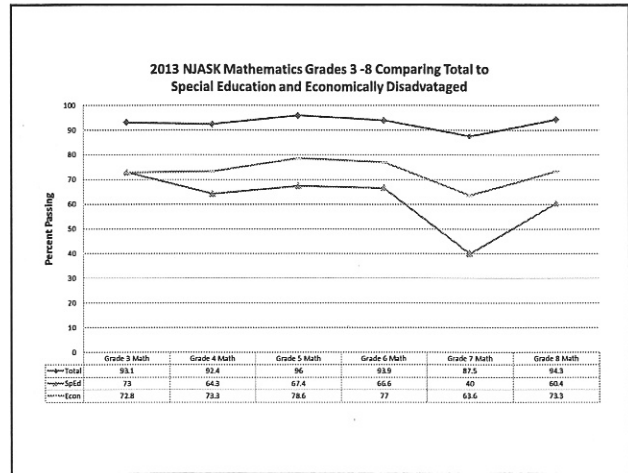
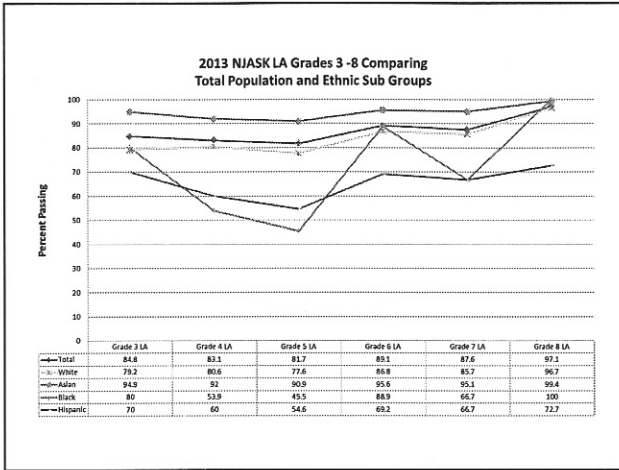
#### Math

- Number and Numerical Operations
- Geometry and Measurement
- Patterns and Algebra
- Data Analysis, Probability, and Discrete Math
- Problem Solving

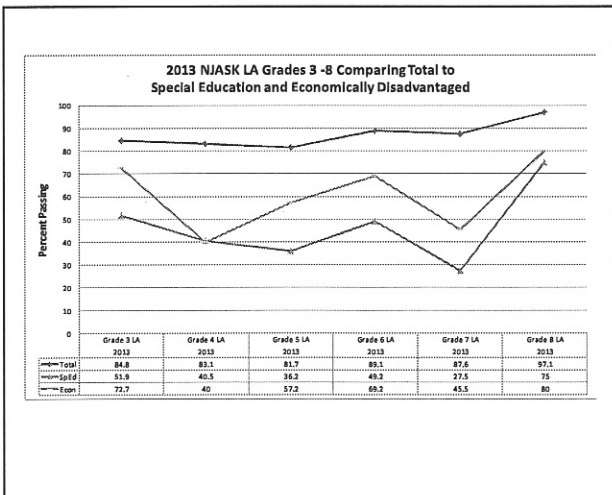
### Transitional Year

- The 2013 NJ ASK\* will measure the Common Core State Standards (CCSS) within the current NJ ASK blueprint.
- The NJ ASK assessments are called “transitional” because we will not be able to measure the full range of the CCSS until the next generation assessments are developed and administered.
- New Jersey is a Governing state in The Partnership for Assessment of Readiness for College and Careers (PARCC).
- PARCC is currently developing the next generation assessments to be administered in Spring 2015.
- The NJ ASK math grades 6 through 8 will transition to the Common Core State Standards in 2013-2014.

### NJASK 3-8, LA AND MATH, 2013 BY SUB GROUP, PERCENT PASSING



**NJASK GRADES 3-8, LA AND MATH, 2013 BY SUB GROUP, ADVANCED PROFICIENT**



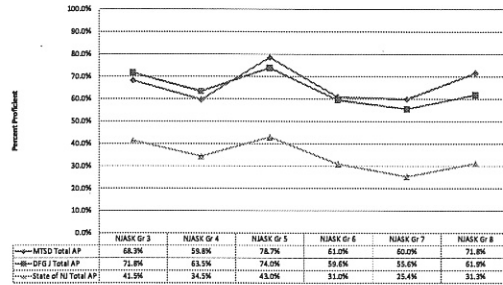
**District Factor Grouping (DFG)**

- Montgomery Township is identified as a "J" on a scale of letters A-J.
- In terms of socio-economics, districts identifies as "A" represent the poorest districts while "J" districts are the wealthiest.
- Other "J" districts in New Jersey include (next slide)

### District Factor Group J Districts

- Bernards Township
- Chester Township
- Cranbury Township
- Essex Fells Boro
- Glen Rock Boro
- Haddonfield Boro
- Harding Township
- Ho Ho Kus Boro
- Little Silver Boro
- Mendham Boro
- Mendham Township
- Millburn Township
- Montgomery Township
- Mountain Lakes Boro
- North Caldwell Boro
- Northern Highlands Regional
- Ridgewood Village
- Rumson Boro
- Rumson-Fair Haven Regional
- Saddle River Boro
- School District of Chatham
- Tewksbury Township
- Upper Saddle River Boro
- Woodcliff Lake Boro
- WW-P Regional

### Mathematics 2013 Advanced Proficient

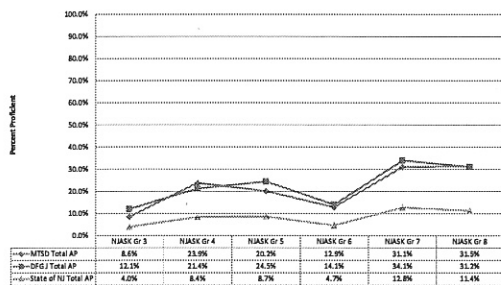


### DFG to Transition to School Peer Groups

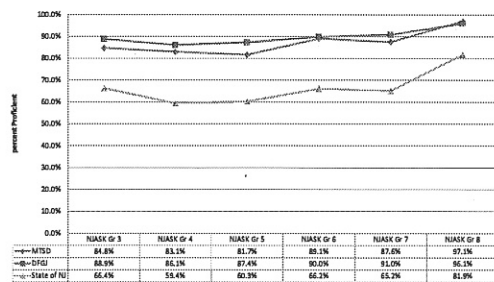
- Similar to Academic Peer Groups Students are placed within for SGP
- Instead of the DFGs, the DOE is using a methodology called "Propensity Score Matching," which creates a list of "peers" for each school in New Jersey, grouping schools together based on shared demographic characteristics, namely student poverty, limited English proficiency, and Special Education classification.

### NJASK GRADES 3-8 LA AND MATH, 2013, DISTRICT, DFG J, STATE

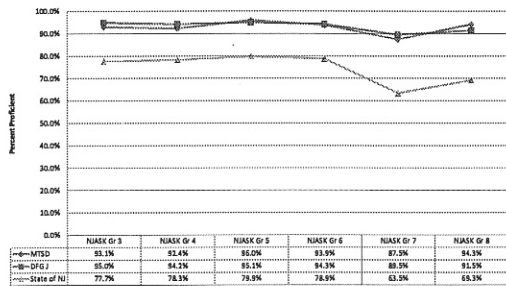
### Language Arts Literacy 2013 Advanced Proficient



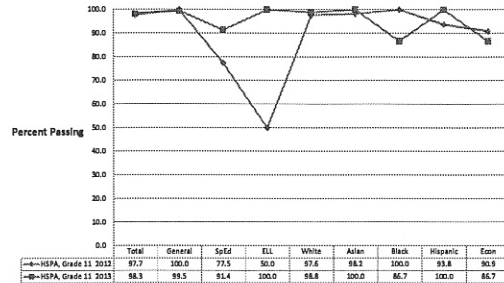
### Language Arts Grades 3-8 2012-2013 Percent Passing = (Advanced Proficient + Proficient)



**Mathematics Grades 3-8 2012-2013**  
 Percent Passing = (Advanced Proficient + Proficient)



**HSPA LA 2012-2013**  
 Percent Passing MHS

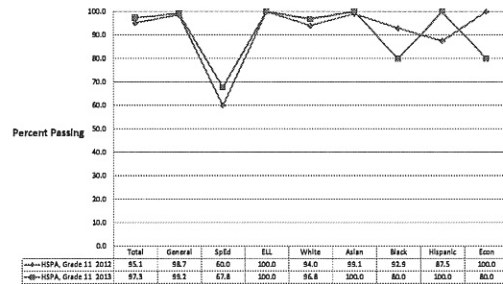


**High School Proficiency Assessment (HSPA)**

- Administered in Grade 11
- Required by NJDOE
- Graduation Requirement
- Aligned to New Jersey Core Curriculum Content Standards (NJCCCS).



**HSPA Math 2012-2013**  
 Percent Passing MHS



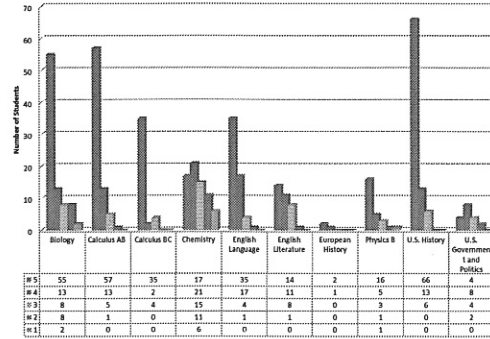
**HSPA, LA AND MATH, 2012-2013, MHS  
 PERCENT PASSING**

**OTHER ASSESSMENTS  
 ADVANCED PLACEMENT 2011-2013**

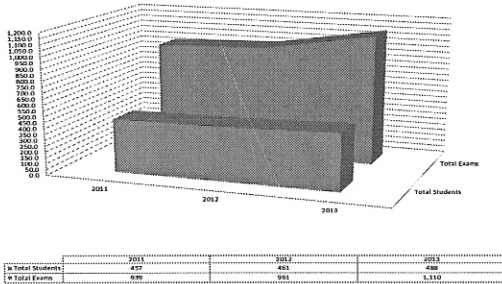
### Advanced Placement Courses

- Biology
- Calculus AB and BC
- Chemistry
- English Language
- English Literature
- European History
- Physics B
- U.S. History
- U.S. Government and Politics

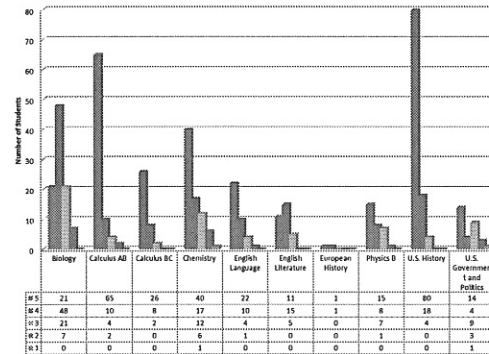
### Advanced Placement Results 2012



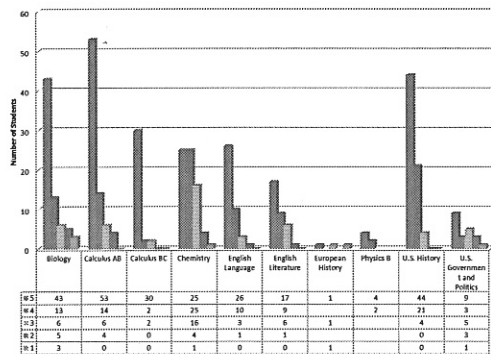
### Number of AP Exams and Number of AP Students



### Advanced Placement Results 2013



### Advanced Placement Results 2011

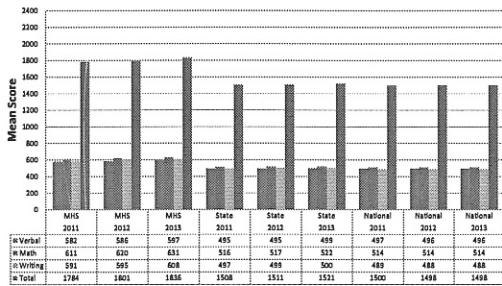


### Advanced Placement Results 2011

### OTHER ASSESSMENTS SAT 2011-2013



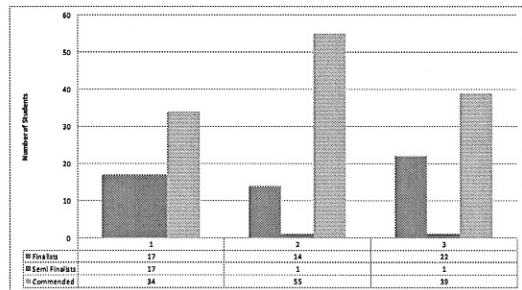
### SAT MHS 2011-2013



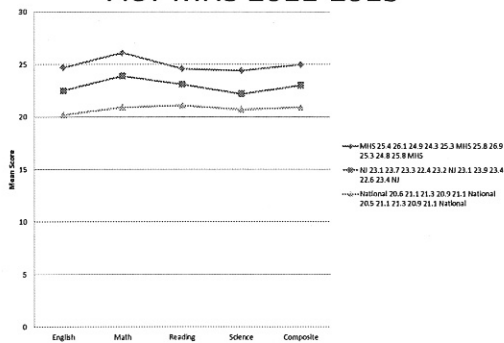
### OTHER ASSESSMENTS NATIONAL MERIT PROGRAM 2011-2013

### OTHER ASSESSMENTS ACT 2011-2013

### National Merit Program MHS 2011-2013



### ACT MHS 2011-2013



### ASSESSMENT – CHANGES COMING

### School Performance Reports

- On April 10, 2013, the NJ Department of Education (DOE) released the School Performance Reports, which replace the State School Report Cards.
- New Jersey selected the goal of closing half of its achievement gap within six years and calculated Progress Targets based on closing this gap in equal increments each year.

### PARCC Goal

Build collective capacity to dramatically increase the rates at which students graduate from high school prepared for success in college and the workplace

### 2013 Progress Targets: NCLB now ESEA

- Sets progress targets for each school and subgroup within each school n>30.
- 2016-17- proficiency benchmark for all schools and subgroups n>30 = 90%
- Annual Progress Targets just now available

### PARCC Timeline

- Small-scale item research in spring 2013
  - MTSD participated
- Field-testing in spring 2014
  - MTSD selected, VES, LMS, UMS, MHS
- Full-scale implementation of summative assessments in 2014-2015 school year

### Annual Progress Targets *Example* VES- Language Arts

Subgroup	# Valid Scores	Baseline (%P) 2010	Yearly Change	2011-12 Target (%P)	2012-13 Target (%P)	2012-13 Scores (%P)
School-wide	717	77.1	+1.9	79	80.9	84.8
White	404	72.2	+2.3	74.5	76.8	79.2
Asian	236	90.1	-	90	90	94.9
SWD	121	50.4	+4.1	54.5	58.6	51.9

### Next Steps

- Identify trends in the data to address program, group, and individual needs
- Directors and Supervisors, led by Assistant Superintendent, continue to develop continuity and coherence in curriculum and assessment
- Continue alignment of all curriculum and resources to Common Core and New Jersey Core Curriculum Content Standards.
- Continue horizontal articulation through PLCs and vertical articulation through articulation meetings, technology use (Atlas) and professional development.
- Continue professional development in the Common Core and support the shifts in pedagogy, expectations and assessment necessary to realize the full implementation of the Common Core.

Time was allowed for questions and comments from the board and public.

## **ACTION AGENDA**

### **PUBLIC COMMENTS**

Mr. Alan Wirsul questioned if the district knew how many Montgomery Township students were going to the various colleges. In referencing the student achievement report, Mr. Wirsul questioned why there was such a large variance in the VES language arts subgroups. He also asked if we have many incidences of students skipping grades in our schools.

Mr. Walter Beadling referred to an incident regarding a pre-calculus exam taken by his daughter. While trying to retrieve district data, he was informed that the data was not readily available and would have to be created. In referencing the assessment data presented by Ms. Peacock, Mr. Beadling questioned what data would be collected, who will have access to the data, how will the data be used, are parents considered stakeholders, and who will be held accountable and how. Ms. Gartenberg collected Mr. Beadling's questions and will reply at the next public board meeting as per Mr. Beadling's request.

Mr. Barclay responded that the VES language arts baselines were provided to us by the State department of education based on prior performance. A yearly change in proficiency was established to try to close the gap.

Ms. Bradley responded that information on colleges that our students are attending is on the high school website. Ms. Bradley cautioned that there are many other factors that play into a family's decision of where a student will go to college, including but not limited to scholarship award, geographic location and financial situation.

Mr. Barclay responded that it is very rare that students would skip a grade in our district.

Ms. Kirk-Csontos added that we have some UMS students being bused to the high school for math.

Mr. Alex Chen responded that cultural differences may play a part into the data variations in subgroups.

### **1.0 ADMINISTRATIVE**

A motion was made by Ms. Bradley and seconded by Ms. Kirk-Csontos to approve agenda items 1.1, 1.4 and 1.5 as follows:

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

1. Student Care and Control
2. HIB Report
3. Electronic Violence & Vandalism Report – Report Period 2
4. Teacher Absences Report
5. Fire/Security Drill Report

1.4 Policy First Readings – Accept the following amended policies as a first reading:

<u>Policy Number</u>	<u>Title</u>
3144.12	Certification of Tenure Charges – Inefficiency
3144.3	Suspension Upon Certification of Tenure Charge
3372	Teaching Staff Member Tenure Acquisition
3373	Tenure Upon Transfer or Promotion
5512	Harassment, Intimidation and Bullying
9140	Citizens Advisory Committees

1.5 Approval of Anti-Bullying Coordinators – Approve the following administrators as Anti-Bullying Coordinators for the 2013-2014 school year:

Nancy H. Gartenberg - October 1, 2013 – October 31, 2013  
 Kelly Mattis - November 1, 2013 – June 30, 2014

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

A motion was made by Ms. Kirk-Csontos and seconded by Ms. Bradley to approve agenda item 1.3.

A motion was made by Ms. Bradley and seconded by Mr. Goldoni to approve agenda item 1.3 as amended

1.3 HRAC Charter – Approve the revised Charter of the Human Resources Advisory Committee (see Page 21).

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

A motion was made by Ms. Bradley and seconded by Dr. Yu to approve agenda item 1.2 as follows:

1.2 HRAC Members 2013-2014 – Approve the following additional representative to the Human Relations Advisory Committee (HRAC) for the 2013-2014 school year:

Parent/Community Representative – Carol Choye

Upon call of the roll, the motion carried with five members voting in favor, Ms. Michaelson abstaining and Ms. Kirk-Csontos voting against.

## 2.0 CURRICULUM & INSTRUCTION

A motion was made by Dr. Yu and seconded by Mr. Goldoni to approve agenda items 2.1 through 2.5 as follows:

- 2.1 Out-of-District Placements – Approve the following Out-of-District placements for the 2013/14 school year.

Pupil ID#	School	TUITION			
		<u>Anticipated Start Date</u>	<u>ESY</u>	<u>RSY</u>	<u>Total for Year</u>
158846	New Hope Academy	9/4/13	na	\$39,250.00	\$39,250.00
181961	SCESC Elementary /Middle Academy	9/4/13	na	\$43,146.00	\$43,146.00
103258	New Road School	9/30/13	na	\$39,675.60	\$39,675.60
158805	Hunterdon Learning Center	9/30/13	na	\$39,546.00	\$39,546.00

- 2.2 Acceptance of Grant – Accept a grant in the amount of \$10,000 from NRG to be secured from a grant awarded to FIRST for the high school robotics team.

- 2.3 Nursing Services Report – 2012 – 2013 – Approve the Nursing Services Report for 2012-2013.

- 2.4 Consultant Approvals - Approve the following consultants:

Dr. Kenneth Ginsburg to provide a workshop for parents and staff on “Building Resilience in Children and Teens” on October 21, 2013 at a cost of \$4,500. The cost to the Board will not exceed \$2,000

Dr. Kenneth King to provide consultative services from October 2013 – June 2014 at a cost not to exceed \$2,000

Helene Mazur, Princeton Performance Dynamics, to provide assessment surveys and follow-up meeting to four district administrators at a cost of \$375

- 2.5 Donation Acceptance – Accept the donation of a Mapex drum set by L. Zhu. This donation will be used by the high school music program.

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

**3.0 FINANCE**

A motion was made by Ms. Kirk-Csontos and seconded by Mr. Goldoni to approve agenda items 3.1 through 3.16 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 September 30, 2013:

- 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 September 30, 2013.

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 September 30, 2013 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 September 30, 2013 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 October – approve the monthly bills as follows:

General Operating	\$8,710,647.20
Food Service	\$145,520.23

3.6 Travel Reimbursement – 2013/2014– approve the Board member and/or staff conference and travel expenses as per the attached list (see Pages 22 - 23).

3.7 Acceptance/Filing of Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2013 – accept and file the Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2013.

Recommendations – None

3.8 Acceptance/Filing of Auditor’s Management Report on Administrative Findings – Financial, Compliance and Performance – for Fiscal Year Ended June 30, 2013 – accept and file the Auditor’s Management Report on Administrative Findings – Financial Compliance and Performance for Fiscal Year Ended June 30, 2013.

- 3.9 Submission of Comprehensive Maintenance Three-Year Plan – Approve the following resolution regarding the approval and submission of the district’s comprehensive maintenance plan (see Pages 24 - 26):

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Montgomery Township School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Whereas, specific proposed expenditures will be subject to review and approval by the Board of Education prior to the commitment of any funds,

Now, therefore, be it resolved, that the Montgomery Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Montgomery Township School District in compliance with Department of Education requirements.

- 3.10 Maximum Capital Reserve Deposit – That the Montgomery Township Board of Education adopt the following statement:

Whereas, the Montgomery Township School District has 19 projects identified in its current Long-Range Facility Plan that have not been initiated or advanced, and

Whereas, the 19 projects have an estimated total cost over the five-year period of \$1,861,500 and

Whereas, it is estimated that projects totaling the amount of \$722,930 have been identified as Other Capital Projects that are not eligible for State funding in the form of debt service aid or NJSCC grant funds, and

Whereas, it is estimated that the district has remaining projects in the amount of \$1,138,570 that are eligible for State funding in the form of debt service aid or NJSCC grant funds in the amount of \$455,428 and

Whereas, the estimated local share of these eligible projects is \$1,406,072,

Now, therefore be it resolved, that the **maximum** amount the Montgomery School District may deposit in its capital reserve for the local share of eligible projects is \$1,406,072.

- 3.11 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, 2014 through October 31, 2014)	\$0.0470 per gallon
Allied Oil, LLC Hillsborough, NJ	#2D Winter Blend Ultra Low Sulfur Fuel (November 1, 2013 through April 15, 2014)	\$0.0590 per gallon

- 3.12 Receipt, Rejection and Award of Bid – Winter Athletic Awards, Equipment, Supplies and Uniforms for the Montgomery Township School District (Bid #B14-07) – Bids were received on October 3, 2013 for winter athletic awards, equipment, supplies and uniforms for the Montgomery Township School District as follows:

<u>Vendor</u>	<u>Base Bid</u>
Leisure Sporting Goods Iselin, NJ	\$22,212.32
Metuchen Center Inc. Sayreville, NJ	\$16,560.34
Triple Crown Sports Old Bridge, NJ	\$14,929.00
Efinger Sporting Goods Co. Bound Brook, NJ	\$10,689.73
BSN Sports, Passon's Sports & US Games Jenkintown, PA	\$10,546.99
Hat World, Inc. dba Anaconda Sports, Inc. Lake Katrine, NY	\$6,114.46
Riddell Elyria, OH	\$4,982.25
Pyramid School Products Tampa, FL	\$4,869.53
S & S Worldwide Colchester, CT	\$2,346.90
Neff Motivation, Inc. Greenville, OH	\$1,592.29



Absolute Fencing Gear Inc. Bridgewater, NJ	\$722.30
Blue Gauntlet Fencing Saddle Brook, NJ	\$656.20
Aluminum Athletic Equipment Co. Royersford, PA	\$230.80

It is recommended the Board of Education reject the bids received from the following vendors; pursuant to 18A:18A-22e since the purposes or provisions or both of N.J.S.A.18A:18A-1 et seq. are being violated:

*Efinger, Bound Brook, NJ* - The low bid received for *Fencing Slip-Nott Boards and Adhesive Sheets* is being rejected because the bid price was for the adhesive sheets only.

*Metuchen Center, Inc., New Brunswick, NJ* - The low bid received for the *winter track uniform shorts* is being rejected because the vendor was not awarded the team shirts; the bid specified the entire uniform would be awarded to one vendor.

It is recommended the Board of Education reject the two lowest bids received for the wrestling uniforms from *Metuchen Center, Inc., Sayreville, NJ* and *Triple Crown Sports, Old Bridge, NJ* because the vendors cannot match the existing team uniform as specified in the bid.

It is recommended that the Board of Education award Bid #B14-07 for winter athletic awards, equipment, supplies and uniforms for the Montgomery Township School District as follows:

<u>Vendor</u>	
Leisure Sporting Goods Iselin, NJ	\$15,922.04
Triple Crown Sports Old Bridge, NJ	\$2,200.00
BSN Sports, Passon's Sports & US Games Jenkintown, PA	\$2,024.40
Pyramid School Products Tampa, FL	\$1,133.67
Riddell Elyria, OH	\$648.50
Blue Gauntlet Fencing Saddle Brook, NJ	\$622.20
Metuchen Center Inc. Sayreville, NJ	\$455.80

S & S Worldwide \$223.18  
Colchester, CT

Absolute Fencing Gear Inc. \$32.30  
Bridgewater, NJ

- 3.13 Approval of Geotechnical Engineering Professional Services – approve the awarding of a professional services contract with Sor Consulting Engineers to perform a subsurface investigation for the proposed replacement of the artificial turf field at the high school at a cost of \$4,200.
- 3.14 Discontinuation of Late Bus Service at Lower Middle School – approve the discontinuation of late bus service at the Lower Middle School effective November 20, 2013.
- 3.15 Settlement Agreement– Approve the following resolution pertaining to a special education settlement agreement:

BE IT RESOLVED by the Montgomery Township Board of Education (“the Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the Parents of a student whose name is on file in the Superintendent’s office, 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.

- 3.16 Resolution for Participation in Coordinated Transportation Services – approve the following resolution:

WHEREAS, Montgomery Township Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Somerset County Educational Services Commission, hereinafter referred to as the SCESC, offers coordinated transportation services; and

WHEREAS, the SCESC will organize, provide and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus an administration fee of 6%, as presented to the Montgomery Township Board of Education as calculated by the billing formula adopted by the SCESC’s Board of Education. Said formula shall be based on a route cost divided by home to school mileage of students allocated to each participating district. The total amount to be charged to district will be adjusted based on actual costs. Payments will be due within 30 days of receipt by the district and deemed late after 60 days with an additional 1% fee for late payments. At the discretion of the Commission superintendent, late fee charges may be waived for extenuating circumstances.

- I. The SCESC will provide the following services:
- a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
  - b. monthly billing and invoices;
  - c. computer print-outs of student lists for all routes coordinated by SCESC;
  - d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
  - e. constant review and revision of routes;
  - f. It is further agreed that the Montgomery Township Board of Education will provide the SCESC with the following:
    1. requests for any additional transportation on approved forms to be provided by the SCESC, completed in full and signed by previously authorized district personnel;
    2. withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;
- II. Additional Cost – all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district. All such costs must first be approved by the Montgomery Township Board of Education.
- III. WHEREAS, the SCESC also provides coordinated regional bus maintenance services, safety training, coordinated purchasing, professional development and other related transportation services for an additional fee as a shared services program, the Montgomery Township Board of Education) may participate at any time.
- IV. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2013 and June 30, 2014.
- V. Entire Agreement – this agreement constitutes the entire and only agreement between the parties and may be amended by an Instrument in writing over authorized signature.

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

#### **4.0 PERSONNEL**

A motion was made by Ms. Kirk-Csontos and seconded by Dr. Yu to approve agenda items 4.1 and 4.2 as attached (see Pages 27 - 36).

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

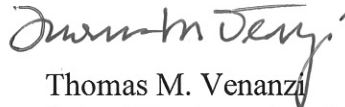
**ANNOUNCEMENTS BY THE PRESIDENT**

Ms. Donnay announced that she is withdrawing her candidacy in the November board member election. She stated that due to graduate school responsibilities, she is unable to dedicate the time to running a campaign for the board of education election. Because the decision was made too late, Ms. Donnay's name will show up on the ballot. Ms. Donnay encouraged the public to vote for any of the remaining candidates for the three-year seat. She thanked the Superintendent and the board of education for their support.

**ADJOURNMENT**

A motion was made by Ms. Bradley and seconded by Ms. Kirk-Csontos to adjourn the meeting at 9:36 p.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,



Thomas M. Venanzi  
School Business Administrator/  
Board Secretary

## **CHARTER of the HUMAN RESOURCES ADVISORY COMMITTEE (HRAC)**

This charter constitutes a statement of the Human Resources Advisory Committee's structure and responsibilities. The HRAC is a Citizens Advisory Committee created pursuant to Policy 9140 – "Citizens Advisory Committees." This charter provides guidance for the HRAC's advisory relationship to the Board of Education (Board).

### **PURPOSE**

The HRAC will advise the Board on such matters regarding diversity and inclusion as the Board, from time to time, shall seek advice from the HRAC.

### **ORGANIZATION**

The HRAC shall be comprised of a diverse representation of parents of students in the Montgomery Township School District and residents of Montgomery and Rocky Hill Townships. The chairman of the Board's Human Resources Committee (HRC) and the Director of Human Resources or designee(s) shall be designated the District representatives to the HRAC. The Superintendent shall serve as ex-officio member of the HRAC. From time to time, and as necessitated by the written charge to the HRAC, additional District personnel shall attend HRAC meetings, as directed by the Superintendent.

Annually in May, the HRAC will present to the Superintendent the names of proposed parent and resident members, together with any relevant background information to enable the Superintendent and the HRC to confirm the annual appointment of members to the HRAC, which shall occur no later than August 1. The Superintendent and the HRC may also recommend additional persons to serve on the HRAC. Parent and resident membership of the HRAC shall not exceed 20 persons. At its first meeting of each school year, the HRAC shall select a chairperson. District students will be invited to participate in the HRAC on an ad hoc basis.

### **RESPONSIBILITIES**

Specific topics for study shall be assigned by the Board in writing to the HRAC and may include, but not be limited to, the following:

1. Curricula and instructional materials that support closing the achievement gap between certain groups of students;
2. Increasing diversity in the District's personnel and ensuring their sensitivity to issues related to diversity and inclusion;
3. District policies that affect the emotional and physical safety of students and staff;
4. Outreach communication and education programming for community residents and parents; or
5. Recruiting and developing parent and student leaders from historically underrepresented groups.

### **RELATIONSHIP TO THE BOARD**

The HRAC, as a Citizens Advisory Committee, shall have a specific topic or topics of study or well-defined area(s) of activity assigned to it by the Board. The HRAC shall report to the Board (or a committee of the Board) on the results of its assigned study as specified in the written charge to the HRAC. The report shall be in writing and should include minutes and a record of meetings. The HRAC understands that all of its recommendations will be considered by the Board but not necessarily followed. Upon completion of its assignment, the HRAC shall either be given a new assignment or shall be dissolved promptly. The HRAC shall not be allowed to continue for a prolonged period without a definite assignment and periodic reports to the Board.

### **MEETINGS**

The HRAC shall meet at least 4 times per school year unless fewer meetings are necessary to complete the written charge from the Board.

**Montgomery Township Board of Education  
Travel Reimbursement Requests  
2013/2014**

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Registration	Other	Total**	Approved Year-to-Date Total**
Kevin Armstrong	UMS	11/4/13	Interprsnl Psychothryp-Adlscnt Skills Trng		\$11.46					\$11.46	\$11.46
Staci Beegle	LMS/UMS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Jody Budoff	UMS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Brady Chenot	MHS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Stacey Delbridge	MHS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Diana Evans	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Jeanne Fedun	LMS	11/4/13	Interprsnl Psychothryp-Adlscnt Skills Trng		\$11.46					\$11.46	\$11.46
Meghan Foster	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Miriam Gordon	VES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Lesley Haas	UMS	11/4/13	Interprsnl Psychothryp-Adlscnt Skills Trng		\$11.46					\$11.46	\$11.46
Alison Koblin	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Stacy Kohler	UMS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Rochelle Kyrk	LMS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Tracy Lawrence	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Megan Mastil	MHS	10/24/2013	Transition Matters Overview Workshop					\$15.00		\$15.00	\$15.00
Mary McLoughlin	BO	10/29/2013	NJASA Special Education Initiatives		\$15.19					\$15.19	\$15.19
Kerry Miller	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$274.80
Suzanne Muller	UMS	10/30/2013	NJAFCS/EFACS					\$100.00		\$100.00	\$100.00
Gale Murphy	MHS	11/15/2013	Understanding the Long Rippling Effect of Nazi Propaganda for the Arab World		\$15.50			\$20.00		\$35.50	\$35.50
Marissa Nicholas	VES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00

## Montgomery Township Board of Education Travel Reimbursement Requests 2013/2014

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Regis- tration	Other	Total**	Approved Year-to- Date Total**
Susan Niedt	District	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Monica Noda-Olszyk	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Christine O'Lone	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Alison Pankowski	LMS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$225.00
Anna Quick	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$338.40
Jacquie Raftery	MHS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Jen Rogers	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Deborah Sarmir	BO	10/24/2013	Title I Technology Assistance for New Program Directors		\$21.64					\$21.64	\$21.64
Deborah Sarmir	BO	10/29/2013	Next Generation Science Standards Curriculum Training		\$7.13					\$7.13	\$7.13
Courtney Scherer	LMS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Debbie Share	OHES	4/30/2014	A Closer Look at the 100 Best Books for Children		\$32.36			\$199.00		\$231.36	\$231.36
Donna Siani	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Allison Doyle Smith	LMS	11/4/13	Interprsnl Psychothpry-Adlscnt Skills Trng		\$11.46			\$75.00		\$11.46	\$11.46
Ellen Stein	MHS	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00
Patricia Toto	OHES	10/14/2013	Conducting Successful IEP Meetings					\$75.00		\$75.00	\$75.00

BOE 10/15/13

\*Excluding Tolls

\*\*Includes Registrations.

**PREVENTIVE MAINTENANCE PLAN  
Montgomery Township School District**

**District Code: 3320**

Montgomery High School

	FY 12/13 Actual	FY 13/14 Budgeted	FY 14/15 Planned
	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections
	<b>\$502,862.00</b>	<b>\$964,577.00</b>	<b>\$509,528.00</b>

**District Code: 3320**

Montgomery Upper Middle

	FY 12/13 Actual	FY 13/14 Budgeted	FY 14/15 Planned
	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections
	<b>\$161,234.00</b>	<b>\$495,554.00</b>	<b>\$163,571.00</b>



**District Code: 3320**

Montgomery Lower Middle

FY12/13 Actual	FY 13/14 Budgeted	FY 14/15 Planned	
Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	\$131,882.00
	<b>\$190,498.00</b>		<b>\$133,972.00</b>

**District Code: 3320**

Orchard Hill School

FY12/13 Actual	FY 13/14 Budgeted	FY 14/15 Planned	
Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	Repairs to plumbing, HVAC boilers, alarm systems, elevators Service work and maintenance to valves pump carpentry repairs as well as all other building infrastructure annual service and inspections	\$150,018.00
	<b>\$290,039.00</b>		<b>\$152,153.00</b>

**District Code: 3320**

Village School

	FY12/13 Actual	FY 13/14 Budgeted	FY 14/15 Planned
Repairs to plumbing, HVAC boilers, alarm systems, elevators		Repairs to plumbing, HVAC boilers, alarm systems, elevators	Repairs to plumbing, HVAC boilers, alarm systems, elevators
Service work and maintenance to valves		Service work and maintenance to valves	Service work and maintenance to valves
pump carpentry repairs as well as all other building infrastructure		pump carpentry repairs as well as all other building infrastructure	pump carpentry repairs as well as all other building infrastructure
annual service and inspections		annual service and inspections	annual service and inspections
	<b>\$90,679.00</b>	<b>\$146,408.00</b>	<b>\$92,049.00</b>

**District Code: 3320**

Other Locations

	FY12/13 Actual	FY 13/14 Budgeted	FY 14/15 Planned
Repairs to plumbing, HVAC boilers, alarm systems, elevators		Repairs to plumbing, HVAC boilers, alarm systems, elevators	Repairs to plumbing, HVAC boilers, alarm systems, elevators
Service work and maintenance to valves		Service work and maintenance to valves	Service work and maintenance to valves
pump carpentry repairs as well as all other building infrastructure		pump carpentry repairs as well as all other building infrastructure	pump carpentry repairs as well as all other building infrastructure
annual service and inspections		annual service and inspections	annual service and inspections
	<b>\$83,937.00</b>	<b>\$283,066.00</b>	<b>\$87,271.00</b>

Yearly Totals

	<b>\$1,120,612.00</b>	<b>\$2,370,142.00</b>	<b>\$1,138,544.00</b>
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#### 4.1 PERSONNEL

##### Resignations/Retirements/Terminations/Rescissions

Location	Name	Position	Effective Date	Reason	Dates of Employment/Notes
MHS	Lindsay Steuber TCH.HS.ENGL.MG.11	Teacher/English (Leave Replacement for Jessica Doyle)	9/25/2013	Rescinded	10/15/2013-11/27/2013
UMS	Ariel Bliss	Hall Monitor	09/01/2013	Rescinded	2013-2014 School Year
OHES/LMS	Robert Violette TCH.FL.MUSC.MG.03	Music Teacher	12/31/2013	Retirement	09/01/1999-12/31/2013

##### Leaves of Absence

Location	Name	Position	Type of Leave	Salary	Pro-rated	Dates of Leave/Notes
MHS	Kristen DiPietro LOA.HS.MATH.MG.13	Teacher/Math	Family Leave (FMLA) Unpaid Leave Anticipated Return	09/01/2013-11/27/2013 12/02/2013-01/24/2014 1/27/2014 Revised		(unpaid w/benefits) (unpaid w/o benefits) Revised
MHS	Shu Chun (Stacey) Wang LOA.HS.MATH.MG.12	Teacher/Math	Temporary Disability Family Leave Unpaid Leave Anticipated Return	04/26/2013-06/30/2013 09/01/2013-11/22/2013 11/25/2013-06/30/2014 09/01/2014 Revised		(paid w/benefits) (unpaid w/benefits) (unpaid w/o benefits) Revised
MHS	Shawn O'Steen TCH.HS.TRNR.MG.02	Athletic Trainer	Family Leave (FMLA) Anticipated Return	12/16/2013-01/12/2014 01/13/2014		(unpaid w/benefits)

##### Transfers/Voluntary Reassignments

New Position/Location	Name	Previous Position/Location	Step	Salary	Pro-rated	Dates of Employment/Notes
Secretary/VP/MHS (Replacing Kathy Pae)	Paula Gebhart SEC.HS.VPRN.UG.02	Secretary/Pupil Services/ District				When previous position is filled- 06/30/2014
MHS/Custodial/ Daytime (Replacing Rafael Rodriguez)	James Alston CUS.HS.CUST.NA.03	MHS/Custodial/Night Shift Supervisor	Step 11- 14(revised)	\$39,265	Yes	10/16/2013-06/30/2014 (Revised)

MHS/Custodial/Night Shift Supervisor (Replacing James Alston)	Hipolito Perez CUS.HS.CUST.NA.01	Custodial/Night Shift	Step 9-10	\$40,806	Yes	10/16/2013-6/30/2014
MHS/Custodian/Night Shift (3 pm to 11 pm) (Replacing Hipolito Perez)	Erwin Lopez CUS.HS.CUST.NA.11	Custodial/5pm to 1 am Shift	Step 17	\$43,511	Yes	10/16/2013-06/30/2014
LMS (60%)/OHES (40%) Teacher/Music (Shared)	Robert Violette TCH.FL.MUSC.MG.03	MHS (40%)/OHES (60%) Teacher/Music (Shared)				09/01/2013-12/31/2013
LMS (80%)/UMS (20%) Teacher/Music (Shared)	Eric Jorgenson TCH.FL.MUSC.MG.02	LMS (60%)/UMS (40%) Teacher/Music (Shared)				09/01/2013-06/30/2014
LMS (20%)/VES (60%)/ UMS (20%) Teacher/Music (Shared)	Eugenia Goldman TCH.FL.MUSC.MG.01	MHS (20%)/VES (80%) Teacher/Music (Shared)				09/01/2013-06/30/2014

#### Appointments/Reinstatements (Certificated Staff)

Location	Name	Position	Replacing	Step	Salary	Pro-rated	Dates of Employments/Notes
MHS	Ashley Williams TCH.HS.MATH.MG.13	Teacher/Math (Leave Replacement)	Kristen DiPietro	BA Step 1	\$55,665	Yes	09/01/2013-01/24/2014 (Revised)
MHS	Timothy Piccareta TCH.HS.MATH.MG.12	Teacher/Math (Leave Replacement)	Shu Chun (Stacey) Wang	BA Step 1	\$55,665		09/01/2013-06/30/2014 (Revised)
MHS	Corinne Grasso TCH.HS.ENGL.MG.11	Teacher/English (1 <sup>st</sup> 19 days @ \$85.00) (Leave Replacement)	Jessica Doyle	MA Step 1	\$61,565	Yes	(10/15/2013-11/12/2013) @ \$85.00 11/13/2013-02/07/2014

#### Appointments/Reinstatements (Non-Certificated Staff)

Location	Name	Position	Replacing	Step	Salary	Pro-rated	Dates of Employments/Notes
TRANS	Sherry Marchie TRN.TR.DRVR.NA.44	Bus Driver/New Assignment	Hours from 5.25 to 6.75 hours per day	2	\$22,757.00	Yes	10/01/2013-06/30/2014
TRANS	Laxmi Reddy TTIA.NA.TTIA.NA.02	Bus Aide/New Assignment	Hours from 6.75 to 5.25 hours per day	5	\$13,684.00	Yes	10/01/2013-06/30/2014

**2013-2014 Additional Fall Coaching Recommendations**

Location	Name	Position	Stipend	Pro-rated	Dates of Employment/Notes
MHS	Rob Melusky	Equipment Manager	\$500	50%	2013-14 Fall Season
MHS	Shawn Osteen	Equipment Manager	\$500	50%	2013-14 Fall Season

**2013-2014 Winter Coaching Recommendations**

Location	Name	Position	Stipend	Pro-rated	Dates of Employment/Notes
MHS	Kris Grundy	Basketball, Boys Varsity Coach	\$8,400		2013-14 Winter Season
MHS	Megan Pisani	Basketball, Girls Varsity Coach	\$8,400		2013-14 Winter Season
MHS	Joe Bassford	Basketball, Boys JV Coach	\$5,650		2013-14 Winter Season
MHS	Katie Yard	Basketball, Girls JV Coach	\$5,650		2013-14 Winter Season
MHS	Steve Perone	Basketball, Boys Freshman Coach	\$4,542		2013-14 Winter Season
MHS	Kyle Dattola	Basketball, Girls Freshman Coach	\$4,542		2013-14 Winter Season
MHS	Olivia Del Spina	Cheerleading, Varsity Coach	\$5,700		2013-14 Winter Season
MHS	Melissa Durso	Cheerleading, JV Coach	\$4,667		2013-14 Winter Season
MHS	Timothy Sullivan	Fencing, Boys	\$6,400		2013-14 Winter Season
MHS	Johanna Snedeker	Fencing, Girls	\$6,400		2013-14 Winter Season
MHS	Chris Awad	Fencing, JV Coach	\$5,278		2013-14 Winter Season
MHS	Robert Scarpa	Ice Hockey, Varsity Coach	\$7,650		2013-14 Winter Season
MHS	James Washburn	Ice Hockey, JV Coach	\$5,258		2013-14 Winter Season
MHS	Noelle Keller	Swimming, Varsity Boys Coach	\$6,900		2013-14 Winter Season
MHS	Claire Scarpa	Swimming, Varsity Girls Coach	\$6,900		2013-14 Winter Season
MHS	Cathy Mallon	Swimming, Assistant Coach	\$2,325	50%	2013-14 Winter Season
MHS	Meghan Moore	Swimming, Assistant Coach	\$2,325	50%	2013-14 Winter Season
MHS	James Griffin	Strength & Conditioning Coach	\$4,000		2013-14 Winter Season
MHS	Sean Carty	Winter Track & Field Boys Varsity Coach	\$6,900		2013-14 Winter Season
MHS	Tim Bartholomew	Winter Track & Field Girls Varsity Coach	\$6,900		2013-14 Winter Season
MHS	Vincent Figueroa	Winter Track & Field Assistant Coach	\$4,650		2013-14 Winter Season
MHS	Kurt Franey	Wrestling, Varsity Coach	\$7,800		2013-14 Winter Season
MHS	Mark Eberstein	Wrestling, JV Coach	\$5,278		2013-14 Winter Season
MHS	Rob Melusky	Equipment Manager	\$500	50%	2013-14 Winter Season
MHS	Shawn Osteen	Equipment Manager	\$500	50%	2013-14 Winter Season
MHS	Fred Godett	Clock Operator	\$1,796	50%	2013-14 Winter Season
MHS	Cristina Venetucci	Clock Operator	\$1,796	50%	2013-14 Winter Season
UMS	Erin Pivovarnick	MS Athletic Coordinator	\$2,666	Yes	2013-14 Winter Season
UMS	Pete Mueller	Basketball, Boys Co-Head Coach	\$2,053.50	50%	2013-14 Winter Season
UMS	Tom Huelbig	Basketball, Boys Co-Head Coach	\$2,053.50	50%	2013-14 Winter Season

UMS	Mike Girvan	Basketball, Girls Head Coach	\$4,107	2013-14 Winter Season
UMS	Tom Lopez	Wrestling, Head Coach	\$4,117	2013-14 Winter Season

**2013-2014 Winter Volunteer Coaching Recommendations**

Location	Name	Position	Stipend	Pro-rated	Dates of Employment/Notes
MHS	Pat Youreneff	Basketball, Boys Volunteer Coach	\$0		2013-14 Winter Season
MHS	Tom Molarz	Basketball, Boys Volunteer Coach	\$0		2013-14 Winter Season
MHS	Kevin Tarca	Basketball, Boys Volunteer Coach	\$0		2013-14 Winter Season
MHS	Matt Margon	Basketball, Boys Volunteer Coach	\$0		2013-14 Winter Season
MHS	Steve Caputo	Fencing, Volunteer Coach	\$0		2013-14 Winter Season
MHS	Bill Wanke	Ice Hockey, Volunteer Coach	\$0		2013-14 Winter Season
MHS	Jon Jacey	Ice Hockey, Volunteer Coach	\$0		2013-14 Winter Season
MHS	Mike Holinko	Winter Track, Volunteer Coach	\$0		2013-14 Winter Season
MHS	Brad Castranovo	Wrestling, Volunteer Coach	\$0		2013-14 Winter Season

**Co-Curricular 2013-2014**

Location	Name	Position	Stipend	Pro-Rated	Dates of Leave/Notes
VES	Barbara Antoniewicz	Choral Rehearsal Assistant	\$2,037.00		2013-2014 School Year
MHS	Christine Rizzo	P/T Dance Team Coach (Fall)	\$1,790.00	Yes	Reimbursed by Booster Club
MHS	Matt Bastardi	P/T Football Coach	\$3,100.00	Yes	Reimbursed by Booster Club
MHS	(Mario) Joe Gargione	P/T Football Coach	\$3,100.00	Yes	Reimbursed by Booster Club
MHS	Jenny Honold	P/T Girls Soccer Coach	\$3,000.00	Yes	Reimbursed by Booster Club

**Appointments/Substitute Teachers**

Location	Name	Position	Status	Dates of Employment/Notes
DISTRICT	Casey Maxwell	Substitute Teacher	New	2013-2014 School Year
DISTRICT	Shane Fessel	Substitute Teacher	Renewal	2013-2014 School Year

**Appointments/Mentor Teachers**

Location	Provisional Teacher/Mentee	Mentor Teacher	Route	Stipend	Pro-rated	Dates of Employment/Notes
UMS	Anel Surriel	Wendy Wachtel	Traditional	Rescind \$550.00		2013-2014 School Year

**Tuition Reimbursement**

Location	Name	School	Semester	Credits	Reimbursed Amount	Course
UMS	Sophia Altieri	Gratz College	Summer 2013	3	\$980.00	Rescind Encouraging Skillful Critical & Creative Thinking
OHES	Wendy Senatra	Capella University	Summer 2013	5	\$2,150.00	Rescind Play Therapy 1: History & Systems of Play Therapy

**Other**

Location	Name	Assignment	13/14 Degree & Step	Rate/Stipend	Pro-Rated	Dates of Employment/Notes
DISTRICT	Robyn Lewis	Spec Ed Teacher		\$56.71 p/h		Home Instruction 09/01/2013-06/30/2014
DISTRICT	Audrey Bonfiglio	Spec Ed Teacher		\$56.71 p/h		Home Instruction 09/01/2013-06/30/2014
DISTRICT	Jessica Clarke	Spec Ed Teacher		\$56.71 p/h		Home Programming/Instruction 09/01/2013-06/30/2014
OHES	Merideth Berkowitz	Spec Ed Teacher		\$56.71 p/h		Home Programming ABA 09/01/2013-06/30/2014 (Not to exceed 3 hours per month)
TRANS	Aaron Burris	Referral Bonus		\$1000.00		Referred Michael Harvey: Hire date 10/20/2011
TRANS	Henry Makuch	Referral Bonus		\$1000.00		Referred Charles Kletz: Hire date 2/16/2012
TRANS	Henry Makuch	Referral Bonus		\$1000.00		Referred Lucia Rodriguez-Cabral: Hire date 3/19/2012

**4.2 PERSONNEL****Resignations/Retirements/Terminations/Rescissions**

Location	Name	Position	Effective	Reason	Dates of Employment/Notes
OHES	Heather Mullen LOA.OH.TCHR.02.04	Teacher/Grade 2	09/01/2013	Rescinded	Salary: MA Step 10-11 \$67,450.00 2013-2014 School Year

**Leaves of Absence**

Location	Name	Position	Type of Leave	Dates of Leave/Notes
MHS	Ingrid Rodriguez CUS.HS.CUST.NA.13	Custodian	Personal Leave of Absence	10/07/2013-10/25/2013 (unpaid w/benefits)
OHES	Heather Mullen LOA.OH.TCHR.02.04	Teacher/Grade 2	Temporary Disability Family Leave (FMLA) Unpaid Leave Unpaid Leave Anticipated Return	01/02/2013-03/05/2013 (paid w/benefits) 03/06/2013-06/04/2013 (unpaid w/benefits) 06/05/2013-06/30/2013 (unpaid w/o benefits) 09/01/2013-06/30/2014 (unpaid w/o benefits) Revised 09/01/2014 Revised
LMS	Debra Bressaw TCH.LM.MATH.06.01	Teacher/Math Grade 6	Personal Leave of Absence Anticipated Return	01/02/2014-06/30/2014 (unpaid w/o benefits) 09/01/2014
OHES	Alexa Komar LOA.OH.RCTR.MG.05	Teacher/Resource Center	Temporary Disability Family Leave (FMLA) Anticipated Return	09/19/2013-11/14/2013 (paid w/benefits) Revised 11/15/2013-01/01/2014 (unpaid w/benefits) Revised 01/02/2014

**Appointments/Reinstatements (Certificated Staff)**

Location	Name	Position	Replacing	Step	Salary	Pro-rated	Dates of Employments/Notes
VES	Lisa Olasz	Teacher/LDTC (Leave Replacement)	Debra Rothwell	MA+15 Step 8-9	\$339.31 Per Diem	Yes	10/07/2013-10/25/2013 (3 Days a week)
UMS	Lisarenee Benz TCH.UM.MATH.MG.03	Teacher/Math (Leave Replacement)	Rachel Wescoe	MA Step 2-3	\$62,065.00	Yes	12/13/2013-06/30/2014
LMS	Suzette Martinho TCH.LM.ART.MG.01	Teacher/Art	Susan Campbell	BA Step 2	\$56,165.00	Yes	01/02/2014 – 06/30/2014



**Appointments/Reinstatements (Non-Certificated Staff)**

Location	Name	Position	Replacing	Step	Salary	Pro-rated	Dates of Employment/Notes
DISTRICT	Richard Zeck	Substitute Custodian	New		\$10.00 p/h		10/06/2013-06/30/2014

**Transfers/Voluntary Reassignments**

New Position/Location	Name	Previous Position/Location	Step	Salary	Pro-rated	Dates of Employment/Notes
OHES Pupil Services/TIA	Kia Santoro AID.OH.TIA.EO.01	Part-time @ VES to full-time @ OHES	2-4	\$22,585.00	Yes	10/16/2013-06/30/2014
OHES Pupil Services/TIA	Kim Colaiacono AID.OH.TIA.PS.09	Part-time@ LMS to full-time @ OHES	2-4	\$22,585.00	Yes	10/16/2013-06/30/2014

**Appointments/Substitute Teachers**

Location	Name	Position	Status	Dates of Employment/Notes
DISTRICT	Diana Lellahi	Substitute Secretary/Clerk/Aide	New	2013-2014 School Year
DISTRICT	Kelly Gulden	Substitute Teacher	Renewal	2013-2014 School Year

**Tuition Reimbursement**

Location	Name	School	Semester	Credits	Reimbursed Amount	Course
UMS	Sophia Altieri	Gratz College	Fall 2013	3	\$1020.00	Cooperative Discipline

**Additional Hourly Services 2013 – 2014**

Location	Name	Position	Stipend	Dates of Employment/Notes
UMS	Morgan Sterling	Hall Monitor	\$20.00 p/h	2013-2014 School Year

Resolution to Approve the Superintendent Merit Goals for 2013/2014 – (see Pages 35 - 36)

Whereas, NJAC 6A:23A-3.1 permits a board of education to include in its contract with the Superintendent of Schools, quantitative and qualitative criteria and associated merit salary bonuses in recognition of their achievement during the school year, and

Whereas, the Montgomery Township Board of Education has now developed a set of annual goals for the 2013-14 school year that will be included in its contract with the Superintendent now, therefore, be it

Resolved, the Montgomery Township Board of Education establishes the following qualitative and quantitative criteria and merit salary bonuses for their achievement which were approved by the Executive County Superintendent of Schools.

# Montgomery Township District Superintendent Merit Goals 2013-2014

**Quantitative Merit Goals**

**1 Special Education - Implementation of Prior Year Audit Findings**

*Develop protocols, procedures, and timelines to track student evaluations, IEP development and program placements.*

	<i>Merit Criteria</i>	%
A. Create CST Handbook to define criteria for evaluation, protocols for IEP development and program placement, ESY, and teacher aides.	Handbook	0.555%
B. Conduct assessment of autism programming, training needs- P-12	Agenda - sign in sheets	0.555%
C. Provide teacher/teacher aide learning opportunities for ABA program.	Agenda - sign in sheets	0.555%
D. Provide technical assistance for writing IEPs aligned goals and objectives	Agenda - sign in sheets	0.555%
E. Reduce achievement gap between SE and Total Students on state assessments 4-8.	2.5% < decrease	0.555%
F. Provide SE parent education program opportunities	List of opportunities	0.555%
		3.330%

**2 Support Student Achievement for all students and demographic subgroups**

*Focus on early identification and structured interventions for general education students.*

	<i>Merit Criteria</i>	%
A. Create guidelines and staff handbook for Intervention and Referral Services [I & RS]	Handbook	1.110%
B. Create guidelines and staff handbook for 504 Plan and implementation	Handbook	1.110%
C. Create guidelines, staff handbook, and program implementation for RTI	Handbook	1.110%
		3.330%

**3 Reconfigure district staffing**

*Align staff functions with district priorities*

	<i>Merit Criteria</i>	%
A. Develop district organizational staffing chart aligned with current job functions and responsibilities	Organization Chart Approved	1.110%
B. Update job descriptions for administrative, instructional and support staff	Approved Job Descriptions	1.110%
C. Identify opportunities for staff collaboration across grade levels to align special education goals with general education goals	Meeting dates, agendas, sign in sheets	1.110%
		3.330%

**Qualitative Merit Goals**

**4 Social and Emotional Learning**

*School and community-wide effort to develop social/emotional life skills*

- A. Parent Education: Recommended district wide book discussion/lecture on SEL
- B. Prepare developmentally appropriate [Elementary, Middle, High School] strategies for student SEL integrated in all schools
- C. Identify community resources in supporting SEL efforts
- D. Administer student survey to determine engagement in school

Total: District Communication with Community

0 ≤ X ≤ 5      0.000%  
 6 ≤ X ≤ 10      0.625%  
 11 ≤ X ≤ 15      1.250%  
 16 ≤ X ≤ 20      2.500%

Merit Criteria				%
Poor=1	Fair=2	Good=3	Excellent=4	

**5 Communication within District**

*Improve vertical communication and program articulation between school levels.*

- A. Develop weekly eNews outline in response to communications survey
- B. Utilize Google Docs/training to increase consistency within TEACH NJ mandates
- C. Utilize available technology tools to assess design summer professional development survey
- D. Design comprehensive summer professional development course offerings for summer 2014 using student management system

Total : Communication within District

1 ≤ Y ≤ 4      0.000%  
 5 ≤ Y ≤ 8      0.625%  
 9 ≤ Y ≤ 12      1.250%  
 13 ≤ Y ≤ 16      2.500%

Merit Criteria				%
Poor=1	Fair=2	Good=3	Excellent=4	