

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION**  
**Minutes of the Tuesday, February 14, 2017 6:45 P.M. Workshop and Business Meeting**

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

**OPENING OF THE MEETING**

- A. The Montgomery Township Board of Education held a workshop and business meeting on Tuesday, February 14, 2017 at 6:45 p.m. in the Upper Middle School Media Center.
- B. Roll Call - The following Board Members were present: Phyllis Bursh, Richard Cavalli, Minkyoo Chenette, Dharmesh Doshi, Dale Huff, Charlie Jacey, Amy Miller, Shreesh Tiwari and Christine Witt

Also Present: Nancy Gartenberg, Superintendent  
Deborah Sarmir, Assistant Superintendent  
Annette M. Wells, School Business Administrator/Board Secretary  
Kevin Slattery, Associate Business Administrator/Assistant Board Secretary  
Helen Zhang, Student Representative

- C. President Cavalli 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 5, 2017 and February 8, 2017. 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. President Cavalli then led everyone in the Salute to the Flag.
- E. President Cavalli welcomed all to the workshop and business meeting.

**SALUTE THE FLAG**

**ROLL CALL**

EXECUTIVE SESSION - A motion was made by Ms. Chenette and seconded by Mr. Huff that the board adopt a resolution to go into executive session at 6:47 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 student matter and negotiations with the Association of Principals and Supervisors of Montgomery Township 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.

### BOARD/PUBLIC COMMENTS

Mr. Ron Zalika, Director of Curriculum, commented on the activities ongoing in the district to honor Black History Month. Mr. Zalika highlighted the grant funded Museums in Motion program which was invited to the MHS Media Center to showcase various items relevant to African American History. Mr. Zalika commented that the principal at Village Elementary School, Ms. Susan Lacy, interviewed her own mother regarding issues of segregation in schools and black history growing up in Trenton, NJ.

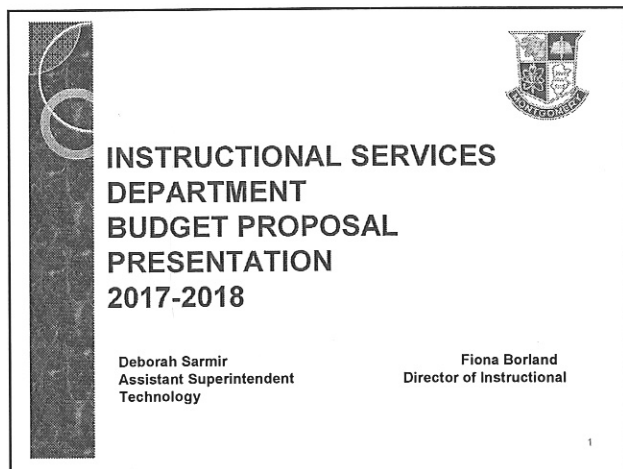
### COMMITTEE/REPRESENTATIVE REPORTS

#### Representative Report

Ms. Helen Zhang, student representative, wished all present a Happy Valentine's Day and reported that the PTSA held a clinic for MHS seniors on guidance for the college application process as well as job interview preparedness. Ms. Zhang noted that the clinic was uploaded to the MTSD website for future reference. Ms. Zhang announced that the Jump Start Club's dance presentation was a success having over 100 audience members which raised over \$2,000 for scholarships. Ms. Zhang announced that several students herself included had the opportunity to speak at the 2017 National Black HIV/AIDS conference in Trenton, NJ to raise awareness for research into the disease. Ms. Zhang commented on the district's activities to honor Black History Month.

### PRESENTATION

Ms. Deborah Sarmir, Assistant Superintendent, and Ms. Fiona Borland, Director of Instructional Technology, gave the following presentation on the Instructional Services Department budget proposal for the 2017-2018 school year:

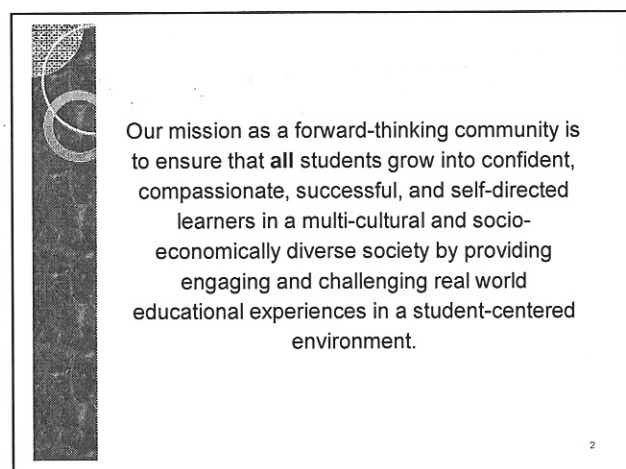


**INSTRUCTIONAL SERVICES  
DEPARTMENT  
BUDGET PROPOSAL  
PRESENTATION  
2017-2018**

Deborah Sarmir  
Assistant Superintendent  
Technology

Fiona Borland  
Director of Instructional  
Technology

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Our mission as a forward-thinking community is to ensure that all students grow into confident, compassionate, successful, and self-directed learners in a multi-cultural and socio-economically diverse society by providing engaging and challenging real world educational experiences in a student-centered environment.

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## The Instructional Services Department

Central Office Instructional Support Staff

- Assistant Superintendent
- Director of Instructional Technology
- Director of Assessment, Data and Accountability
- Director of Curriculum


Vice-Principals and Principals

Content Area Supervisors

- K-12 Supervisors in World Language and Visual and Performing Arts
- Pre K-4, 5-8, and 9-12 Supervisors in English, Math, Social Studies, and Science
- Pre K-4, 5-8, and 9-12 Special Education Supervisors

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## External Factors Driving the Instructional Services Dept. Budget (cont'd)



NJDOE Regulations:


- English Language Learner (ELL) Programming as Defined by NJDOE Bilingual Code
- High-Intensity English as a Second Language (ESL)
- Individuals with Disabilities Education Improvement Act (IDEA) Language Proficiency Test
- World-Class Instructional Design and Assessment (WIDA), ACCESS 2.0 Assessment
- Sheltered Instruction Observation Protocol (SIOP) Training

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## External Factors Driving the Instructional Services Dept. Budget

NJDOE Regulations:

Mandated Curriculum



New Jersey Student Learning Standards (NJSLS)

- Contractual Considerations
- Curriculum Revision Cycle
- Next Generation Science Standards


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## External Factors Driving the Instructional Services Dept. Budget (cont'd)

NJDOE Regulations:

Identification Protocols for Regular Education Students:


- Dyslexia Screening Tool
- Gifted and Talented Identification



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## External Factors Driving the Instructional Services Dept. Budget (cont'd)

NJDOE Regulations:



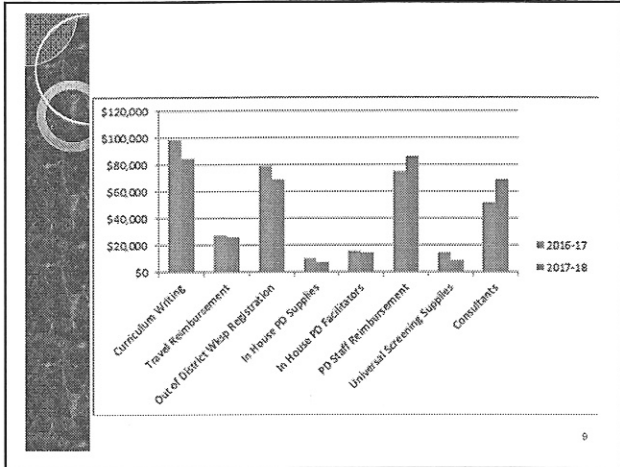
- Instructional Methodologies
- Shifts in Science Instruction
- Data-Driven Differentiation
- Teachers College Reading and Writing Project of Columbia University
- Integrate and Leverage Technology

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## The Impact of External Factors on the 2017-2018 Budget Proposal

Category	Percentage
External Factors	61%
Other	39%

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### Goal of Instructional Technology

College and Workplace Readiness

Cloud-Based Applications

Google Classroom

Formative Assessment Tools

Video Creating & Editing

Online Reference & Research Tools

Integration of Media into the Curriculum

Moving from Content Knowledge to Applications

Understanding by Design Curriculum Design

### Budget Request Three Year Comparison

Activity	2015-16	2016-17	2017-18
Curriculum Writing	\$98,040	\$98,752	\$84,864.00 (13,888)
Travel Reimbursement	\$15,989	\$27,296	\$25,834.00 (1,462)
Out of District Wksp Registration	\$77,434	\$78,818	\$68,462.00 (10,356)
In House PD Supplies	\$16,646	\$10,100	\$7,380.00 (2,720)
In House PD Facilitators	\$4,700	\$15,590	\$14,300.00 (1,290)
PD Staff Reimbursement	\$90,440	\$74,920	\$88,110.00 11,190
Universal Screening Supplies	\$8,023	\$14,560	\$9,000.00 (5,560)
Consultants	\$85,750	\$51,685	\$68,968.00 22,125
<b>Total</b>	<b>\$397,022</b>	<b>\$371,721 (25,301)</b>	<b>\$364,918 (6,803)</b>

- ### Goals Achieved
- District Technology Ratio 1:2
    - Purposeful, Fiscally Responsible Computer Placement
    - Chrome/Cloud Technology
  - Reliable Connectivity for Testing and Instruction
  - 75% of Instructional Space are Interactive
  - Transformational Instructional Tools
  - Digital Learning Tools
- 

### Instructional Technology

### Technology Budget Breakdown

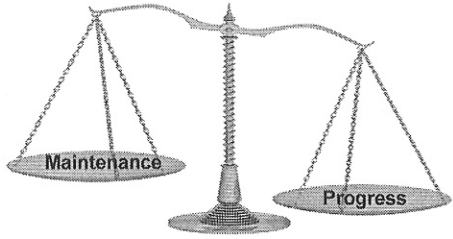
- Instructional Technology
- Instructional Equipment
- Non-Instructional Technology
- Non-Instructional Equipment
- Technology Office/IT Maintenance
- Computer Installation/Repair Labor
- Hardware and Utilities Repairs Warranties
- Training Registration and Travel for Technicians



### Technology Budget Breakdown

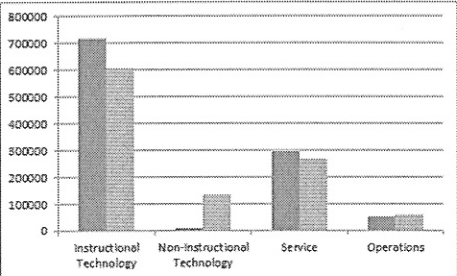
- Instructional Technology
  - Hardware and Software which Students Utilize
- Non-Instructional Technology
  - Networking & Data Storage
- Services
  - Managed Print, Warranties, Broadband, Genesis
- Operations
  - Utility Software
  - Training

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### Budget Comparison 2016-2017 vs. 2017-2018




Proposed Technology Budget: \$1,500,400.00

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### Instructional Technology Highlights

- Student Devices Refresh
  - o OHES and LMS Students Devices (End of Life)
  - o CAD Lab
  - o VES Media Center Machines
  - o Media Center Catalogue Machines
  - o MHS Media Center Desktops
- Software
  - o Expanded Use of PearDeck
  - o WeVideo
  - o Mystery Science



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### Distribution of Funds

2016-17

- Instructional Technology: 27%
- Service: 5%
- Operations: 13%
- Non-Instructional Technology: 55%

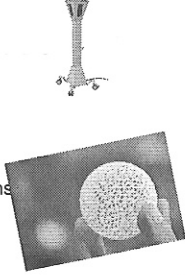
2017-18

- Instructional Technology: 25%
- Service: 5%
- Operations: 13%
- Non-Instructional Technology: 57%

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### Instructional Technology Highlights (cont'd)

- K-2 Kodable Software
- LMS Media Center
  - o Laptops
  - o LMS Google Expeditions
- UMS Media Center
  - o Digital Display
  - o Charging Stations
- MHS BYOD Charging Stations
- Special Education




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### Interactive Classrooms


Interactive Classroom: Intelligent Projector, Classroom Stereo Sound, Document Camera, and Teacher Computer

- 2012 - 50 classrooms added
- 2014 - 48 classrooms added
- 2015 - 52 classrooms added
- 2016 - 18 classrooms added
- 2017 - 20 classrooms budgeted**
- 2018 - Complete and begin refresh evaluation



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### Future Planning



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### Major Non-Instructional Technology

- Infrastructure
  - Network Backbone
  - Upgrade Data and Data Backup System
  - Wireless Networks
  - Utility Software
- Wireless Network Refresh/Density
- FindMePrinting in UMS and LMS



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### Looking Forward to 2017-2019

- Maintenance and refresh of Chromebook fleet
- Computer Lab refresh (Comp AP, Web Design & Gaming)
- Brightlink evaluation
- Instructional software
- Maintenance and refresh of teacher devices
- Network infrastructure
- Evaluation of K-8 WiFi
- Continued evaluation of emerging technology

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Time was allowed for questions and comments from the board.

Ms. Annette Wells, School Business Administrator/Board Secretary, gave the following presentation on the Operations budget proposal for the 2017-2018 school year:





## OPERATIONS BUDGET 2017-2018

### Maintaining Excellence

Annette M. Wells  
Business Administrator  
February 14, 2017

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### Agenda

- Facilities Department 
- Transportation Department
- Administrative Costs 

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### Facilities

- 5 Buildings approx. 900,000 SF
- 164 Acres of land
- Staffing -
  - 1 Director/1 Secretary
  - 37 In-House Custodial Staff
  - 7 Contracted Custodial Staff
  - 8 Maintenance Staff (Electrician, Plumber, 3 HVAC, 3 General Maintenance)
  - 4 Grounds Staff
  - 1 Part-Time Security Guard MHS

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### Maintenance Projects

- High School (\$100,700)
  - Install Blinds in Choir Room
  - Service Stage Rigging/Curtain
  - Replace Ceramic Floor Tile in Pool Area
  - Painting
  - Boiler Repair
  - Replace Pool Sump Pump
  - Service Transformers

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### Proposed Maintenance Projects

- Orchard Hill Elementary School (\$11,700)
  - Remove Carpet and Install VCT - Room 135
  - Upper Hall Fritz Tile Replacement
- Village Elementary School (\$13,900)
  - Carpet Tile in Room 109
  - Install Partition Wall in Room 103
  - Install Wireless Clock Transmitter

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### Maintenance Projects \$261,000

- Other (\$72,000)
  - Demolition of Old Board Office Building
  - Relocate IT Equipment in Old Board Office
  - Replace Roof on Garage

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### Maintenance Projects

- Lower Middle School (\$42,700)
  - Update Whiteboards
  - Sidewalk Repairs
  - Install Fob Reader at Rear Entrance
  - Paint Media Center
  - Retrofit Parking Lot Lights
- Upper Middle School (\$20,000)
  - Replace Interior Classroom Doors (12)

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### New Equipment \$101,500

- Dump Truck with Plow
- Pick-up Truck with Plow
- Athletic Paint Machine-field stripping
- New Cap and Liner for Pick-up Truck

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### 2017-2018 Facilities Budget

- Proposed budget \$7,375,544
  - Less one time expenditures (\$196,800)
  - Less technology budget (\$106,360)
- Net proposed budget \$7,072,384
  - +\$136,464
  - +1.96%

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### Busing: Contracted Routes

	2015-16	2016-17	2017-18
Contracted Triple Tiers	11	13	13
	\$618,825	\$746,430	\$748,591
Non-Public Route	1	1	1
	\$45,540	\$45,800	\$47,786
Public Jointures*	1	1	1
	\$1,890	\$14,564	\$25,000
Non-Public Jointures*	0	0	1
	\$0	\$0	\$3,536
Co-Curricular Routes	various	various	various
	\$13,165	\$10,000	\$10,000
Extended School Year**	11	16	13
	\$64,203	\$98,848	\$82,806
Regular School Year**	9.9	10.33	10
	\$441,248	\$457,165	\$513,444
	\$1,184,871	\$1,372,807	\$1,431,113
*Shared Service			
**Special Education Program			

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### Facilities Budget Comparison

Activity	2016-17	2017-18	Change	% Change
Salaries	\$2,984,391	\$3,061,152	\$76,761	2.57%
Maintenance Projects	\$140,900	\$261,000	\$120,100	85.24%
Lease Purchase (Equipment)	\$67,088	\$54,000	(\$13,055)	-19.51%
Property Insurance	\$403,215	\$443,537	\$40,322	10.00%
Utilities (Gas, Electric, Water, Sewer)	\$2,123,500	\$2,205,500	\$82,000	3.86%
Equipment Repairs	\$115,325	\$117,400	\$2,075	1.80%
Contingency Repairs	\$154,657	\$154,050	(\$607)	-.39%
Supplies	\$397,763	\$393,285	(\$4,478)	-1.13%
Maintenance Services	\$236,211	\$292,060	\$55,849	23.64%
Refuse/Contracted Custodians	\$258,200	\$274,200	\$16,000	6.20%
Technology Equipment Repairs	\$41,670	\$106,360	\$64,690	155.24%
Travel/Registration/License Fees	\$13,000	\$13,000	\$0	0%
<b>Total</b>	<b>\$6,835,520</b>	<b>\$7,375,544</b>	<b>\$539,824</b>	<b>8.34%</b>

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### Vehicle Retirement Schedule

TYPE	YEAR	OLD RETIRE	SUGGESTED RETIREMENT	COMMENTS
bus	2003	2016	2016	retired-used for parts
wc-van	2004	2017	2016	retired-used for parts
25-van	2006	2019	2016	retired-used for parts
25-van	2006	2019	2016	retired-used for parts
bus	2002	2015	2017	high mileage, severe corrosion
bus	2003	2016	2017	leaking oil-high mileage
bus	2003	2016	2017	high mileage, severe corrosion
bus	2004	2017	2017	numerous wiring issues
bus	2005	2018	2017	spare-plates covering corrosion
bus	2006	2019	2017	severe corrosion
25-van	2007	2020	2017	mechanical problems
16-van	2007	2020	2017	spare-mechanical problems
bus	2004	2017	2019	forced retirement
bus	2004	2017	2019	forced retirement
bus	2005	2018	2019	spare-corrosion
bus	2005	2018	2019	corrosion
bus	2007	2020	2019	spare

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### Transportation

- Approx. 4,900 students transported daily
- 57 vehicles - with some outside contractors
- **Rated #1 in Efficiency in Somerset County (2.41)**
- Staffing
  - Supervisor (CDL)\*
  - Assistant Supervisor (CDL)\*
  - Part Time Clerk
  - 2 Mechanics
  - 46 Drivers
  - 9 Bus Assistants

\*commercial drivers license

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### New Vehicles \$422,600

- Three (3) 54 Passenger Buses  
—Legal life of a school vehicle 12-15 years
- Two 24 Passenger Buses



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### 2017-2018 Transportation Budget

➤ Proposed budget \$4,603,753

- +\$193,668
- +4.3%

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### Administrative Costs

	2016-17	2017-18	Change	% Change
General Administration	\$1,392,824	\$1,391,545	-\$1,279	-0.09%
School Administration	\$3,376,263	\$3,344,146	-\$32,117	-0.95%
Business Services	\$1,018,523	\$1,042,431	\$23,908	2.35%
Technology	\$253,970	\$242,593	-\$11,377	-4.48%
	\$6,041,580	\$6,020,715	-\$20,865	-0.35%

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### Transportation Budget

Activity	2016-17	2017-18	Change	% Change
Salaries	\$1,985,447	\$2,039,505	\$54,058	2.72%
Contracted Routes	\$1,372,807	\$1,431,113	\$58,306	4.20%
Lease Purchase (equip.)	\$362,883	\$377,686	\$14,803	4.07%
Vehicle Insurance	\$30,000	\$33,000	\$3,000	10.0%
Aid In Lieu	\$302,936	\$312,936	\$10,000	3.3%
Vehicle Supplies	\$288,580	\$333,430	\$44,850	15.54%
Office Supplies	\$5,500	\$5,250	(\$250)	-4.54%
Purchased Services	\$57,032	\$63,683	\$6,651	11.66%
Travel/Fees/Membership	\$4,900	\$7,150	\$2,250	45.91%
<b>Total</b>	<b>\$4,410,085</b>	<b>\$4,603,753</b>	<b>\$193,668</b>	<b>4.3%</b>

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Time was allowed for questions and comments from the board.

Ms. Zhang left the meeting at 8:45 p.m.

MTEA Report

Ms. Debra O'Reilly, MTEA president, wished all present a Happy Valentine's Day and reported that the MTEA's biggest event of the year (Music From the Heart) will be held on May 13, 2017. The MTEA plans to provide over \$12,000 in scholarship funds this year from proceeds. Ms. O'Reilly reported that MTEA is still participating in Read Across America and that the New Jersey Education Association is providing \$150 of books for OHES and VES this year in accordance with the program.

Board Delegate Report

Ms. Bursh announced that she attended the elementary school PTA meeting. She reported on upcoming events such as a barn dance, International Night and Community Night.

#### Assessment, Curriculum and Instruction Committee Report

Mr. Doshi reported that the ACI committee met on 1/12/17 to discuss the SOAR program and noted that SOAR offers both academic and personal interest based classes. Mr. Doshi commented that some of the courses offered will count for high school credit while others are an introductory level to prepare for future high school courses. Mr. Doshi reported that enrollment has been increasing in these courses year over year and noted that there is a link on the district website for sign up and payment of fees. Ms. Bursh commented that there should be increased outreach to poor-performing students as well as financially-disadvantaged students in the SOAR program and was advised that outreach is underway currently. Extended School Year was discussed for IEP students. The Title I program funds were discussed for disadvantaged students. The 2017-2018 budget was also discussed.

#### Operations, Facilities and Finance Committee Report

Mr. Jacey reported that the OFF committee met on 2/10/17 to discuss the budget presentations for Operations and Transportation. Suggestions were made to revise the Operations and Transportation presentation. The overall 2017-2018 budget was discussed as well as the related 2% tax levy cap (excluding health insurance costs). It was noted that state aid figures are expected to be level from 16-17 but have not been finalized as of yet. Mr. Jacey noted that the district health insurance claims experience has dropped significantly and advised that the district insurance broker will be presenting his recommendation for switching health insurance carriers in the future at the next OFF meeting.

#### Communications Committee Report

Ms. Miller reported that the Communications Committee met on 1/13/17 to discuss the referendum timelines and how the referendum related construction would affect the SOAR program. She reported that strategic planning was discussed and the community has been notified about the strategic planning meetings. Ms. Miller stated that even though the district was pro-active in its approach and has already completed the testing, there have been new mandates for lead testing statewide. Results will be reported to the community. Ms. Miller reported that all board meetings will now be videotaped and uploaded to the district website. It was also reported that the budget calendar and 2017-2018 school calendar are available for viewing on the district website. Ms. Miller thanked the board for the Genesis absence module.

#### President's Report

Mr. Cavalli reported on the timelines for the strategic planning meetings and encouraged the public and stakeholders to attend and participate. Mr. Cavalli commented regarding approval of committee charters at the second board meeting in March. Mr. Cavalli also reported that there will only be one meeting in the month of April due to spring break. Mr. Cavalli then thanked the superintendent for her time and attention to new district initiatives. Mr. Cavalli reported on his meeting with Assemblyman Zwicker and discussed cooperation between local school boards. Mr. Cavalli reported on his speaking engagement with the local Cub Scout den.



**BOARD/PUBLIC COMMENTS**

Ms. Debra O'Reilly asked why the cost of the demolition of the old board office cannot be used for other purposes including new trucks and equipment. She then asked if vehicle and property insurance is brokered through Brown & Brown. Ms. O'Reilly also asked if the district has looked into issuing a bus waiver for eligible students who do not need to take a school bus. Ms. O'Reilly then asked if SIOP (ELL Training) is budgeted for 2017-2018, then asked if the cost for Teacher's College is going down. She then commented on the effectiveness of the writing program at Teacher's College.

Mr. Daniel Kerwin addressed the board on his years of service and to thank the board and local parents for their service and support.

Ms. Wells responded to questions from Ms. O'Reilly by notifying her that the lease purchasing of new trucks and equipment is more cost effective.

Ms. Wells responded that we use a different broker than Brown & Brown for vehicle and property insurance.

Ms. Wells responded that we will look further into the issue of bus waivers.

Ms. Sarmir responded to Ms. O'Reilly's question saying that cost of training is in fact decreasing.

**REVIEW OF MINUTES**

The board reviewed the following minutes:

- |                     |                               |
|---------------------|-------------------------------|
| 1. January 3, 2017  | Organization Meeting          |
| 2. January 10, 2017 | Executive Session Meeting     |
| 3. January 10, 2017 | Workshop and Business Meeting |
| 4. January 24, 2017 | Executive Session Meeting     |
| 5. January 24, 2017 | Business Meeting              |

The minutes will be approved at the February 28, 2017 business meeting.

**REVIEW OF THE DRAFT FEBRUARY 28, 2017 BUSINESS MEETING AGENDA**

The board reviewed the draft agenda for the February 28, 2017 business meeting.

**ACTION AGENDA****PUBLIC COMMENTS**

None

## 1.0 ADMINISTRATIVE

A motion was made by Ms. Chenette and seconded by Mr. Jacey to approve agenda item 1.1 as follows:

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

Harassment, Intimidation and Bullying (HIB) Report

Upon call of the roll, the motion carried with eight members voting in favor and Ms. Bursh abstaining.

## 2.0 CURRICULUM & INSTRUCTION

A motion was made by Mr. Doshi and seconded by Ms. Chenette to approve agenda item 2.1 as follows:

### 2.1 Consultant Approval – Approve Project U.S.E. (Urban Suburban Environments) to provide one day of professional development to train grades 9 – 12 HPE teachers on challenge course safety on 2/17/17, at a total cost of \$1,200.

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

## 3.0 FINANCE

A motion was made by Mr. Huff and seconded by Mr. Jacey to approve agenda items 3.1 and 3.2 as follows:

### 3.1 Travel Reimbursement – 2016/2017 – Approve the Board member and/or staff conference and travel expenses as per the attached list (see Pages 14 – 15).

### 3.2 Professional Services – School Physician - approve the following resolution regarding school physician:

WHEREAS, the Montgomery Township Board of Education (hereinafter referred to as the “Board”) is desirous of retaining a licensed qualified school physician to perform medical counsel and services for the Board (hereinafter referred to as the “Services”); and

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A:-4.1 (b)(2) allows boards of education to use “competitive contracting” in lieu of public bidding for such Services; and

WHEREAS, the Board is seeking specific proposals from interested qualified physicians licensed to practice medicine in the State of New Jersey that are capable of successfully providing such Services. NOW, THEREFORE, BE IT

RESOLVED as follows:

1. The Board hereby authorizes the Business Administrator to develop a request for proposals from licensed qualified physicians interested and capable of providing the Services desired.
2. The Board President and the Business Administrator are hereby authorized to execute any and all documents necessary to effectuate the terms of this Resolution.

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

**4.0 PERSONNEL**

A motion was made by Mr. Doshi and seconded by Mr. Jacey to approve agenda item 4.1 as attached (see Pages 16 - 22).

Upon call of the roll, the motion carried with eight members voting in favor and Ms. Bursh voting against.

EXECUTIVE SESSION - A motion was made by Ms. Chenette and seconded by Ms. Miller that the board adopt a resolution to go into executive session at 10:30 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.

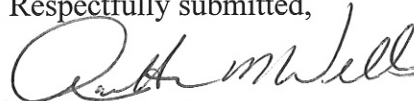
Upon call of the roll, the motion carried with a unanimous vote recorded.

RETURN FROM EXECUTIVE SESSION- The Board returned from Executive Session at 10:53 p.m.

**ADJOURNMENT**

A motion was made by Ms. Witt and seconded by Mr. Doshi that the meeting be adjourned at 10:53 p.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,



Annette M. Wells  
School Business Administrator/  
Board Secretary

**Montgomery Township Board of Education  
Travel Reimbursement Requests  
2016/2017**

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Regis- tration	Other	Total**	Approved Year-to-Date Total**
Samantha Aichele	BO	4/20/17	Comprehensive Guide to Human Resources					\$149.00		\$149.00	\$149.00
Ann Marie Campbell	BO	3/22 - 3/23/17	Governmental Purchasing Association of NJ 2017 Annual Educational Symposium		\$43.59			\$390.00		\$433.59	\$433.59
Kurt Franey	MHS	3/3 - 3/5/17	NJSIAA State Wrestling Championships	\$50.00	\$60.14	\$192.00	\$396.00	\$80.00		\$778.14	\$778.14
Corie Gaylord	MHS	3/10/2017	School Refusal/Anxiety & Hot Legal Topics in Special Education					\$149.00			\$149.00
Christine Kent-Sharma	BO	4/20/2017	Comprehensive Guide to Human Resources					\$149.00		\$149.00	\$149.00
Georgianna Kichura	LMS	2/24/2017	Legal One Code of Conduct: Legal Requirements and Best Practices		\$7.66			\$150.00		\$157.66	\$451.89
Karin Kidd	UMS	2/24/2017	Legal One Code of Conduct: Legal Requirements and Best Practices					\$150.00		\$150.00	
Karin Kidd	UMS	3/29/2017	Building Teacher Leadership Through Classroom Walkthroughs					\$149.00		\$149.00	\$299.00
Susan Lacy	VES	2/24/2017	Legal One Code of Conduct: Legal Requirements and Best Practices		\$12.77			\$150.00		\$162.77	\$1,449.43
Tony Maselli	MHS	3/13 - 3/16/17	Directors of Athletics Association of NJ Workshop	\$20.00	\$66.34	\$256.00	\$198.00	\$350.00		\$890.34	\$890.34
Kelly Mattis	BO	2/24/2017	Preparing Teachers Together: New Jersey P12 - Higher Ed Partner Symposium					\$75.00		\$75.00	
Kelly Mattis	BO	3/9/2017	Rider University Job Fair					\$50.00		\$50.00	
Kelly Mattis	BO	3/10/2017	William Patterson Job Fair		\$33.98					\$33.98	
Kelly Mattis	BO	4/26/2017	TCNJ Job Fair					\$100.00		\$100.00	\$1,531.98

**Montgomery Township Board of Education  
Travel Reimbursement Requests (Cont'd)  
2016/2017**

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (-.31)	Meals	Lodging	Regis- tration	Other	Total**	Approved Year-to-Date Total**
Mary McLoughlin	BO	3/10/2017	School Refusal/Anxiety & Hot Legal Topics in Special Education		\$9.67			\$149.00		\$158.67	\$949.38
Nicholas Milton	UMS	3/8/2017	Planning NGSS-Aligned Lessons		\$0.65			\$125.00		\$125.65	\$125.65
Shawn O'Steen	MHS	2/15/2017	Medbridge Online Professional Development for Health Care Professionals					\$200.00		\$200.00	\$200.00
Scott Pachuta	MHS	2/24/2017	Legal One Code of Conduct: Legal Requirements and Best Practices					\$150.00		\$150.00	\$150.00
Maria Pazlopez	UMS	3/24/2017	Human Rights Institute Conference		\$18.60					\$18.60	\$309.31
Michael Richards	LMS	4/26 - 4/28/17	COSEBOC 11th Annual Gathering of Leaders	\$ 54.00	\$24.68	\$ 162.00	\$ 423.00	\$364.99	\$ 244.00	\$1,272.67	\$2,008.82
Andrew Roberto	MHS	3/3 - 3/5/17	NJSIAA State Wrestling Championships			\$ 192.00				\$192.00	\$192.00
Lisa Romano	UMS/LMS	3/29/2017	Building Teacher Leadership Through Classroom Walkthroughs					\$149.00		\$149.00	\$2,099.00
Kevin Slattery	BO	3/22/2017	Systems 3000 Fund Accounting Workshop		\$28.52					\$28.52	\$28.52
Diane Strimple	BO	3/9/2017	Systems 3000 Fund Accounting Workshop		\$43.96					\$43.96	\$43.96
Marianne Tomore	BO	4/20/2017	Comprehensive Guide to Human Resources					\$149.00		\$149.00	\$348.00

\*\*Estimated

BOE 2/14/17

\*Excluding Tolls  
\*\*Includes Registrations

**4.1 PERSONNEL  
Resignations/Retirements/Terminations/Rescissions**

Location	Name	Position	Effective	Reason	Dates of Employment/Notes
BO	Maureen Orticelle SEC.BO.SUPT.NA.01	Executive Secretary to the Superintendent	07/01/2017	Retirement	11/05/1997 – 06/30/2017
TRANS	Diane De Young TRN.TR.BAID.NA.03	Bus Attendant	06/30/2017	Retirement	09/01/2000 – 06/30/2017
MHS	Keith Smith CUS.HS.CUST.NA.10	Custodian/Grounds	02/03/2017	Resignation	09/09/2005 – 02/03/2017

**Leaves of Absence**

Location	Name	Position	Type of Leave	Dates of Leave/Notes
OHES	Amy Costa TCH.VS.LDTC.MG.02	Teacher/LDTC	Temporary Disability	06/19/2017 – 06/23/2017 (Paid; With Benefits)
			FMLA Anticipated Return	09/05/2017 – 10/27/2017 (Unpaid; With Benefits) 10/30/2017
OHES	Heather Geniton TCH.OH.AUT.PS.01	Teacher/Preschool Autism	Temporary Disability	06/12/2017 – 06/23/2017 (Paid; Waives Benefits)
			FMLA Anticipated Return	09/05/2017 – 11/24/2017 (Unpaid; Waives Benefits) 11/27/2017
VES	Amanda Bassford LOA.VS.BSI.MG.05	Teacher/BSI	Temporary Disability	04/28/2016 – 06/10/2016 (Paid; Waives Benefits)
			FMLA Unpaid Leave Anticipated Return	06/11/2016 – 11/04/2016 (Unpaid; Waives Benefits) 11/05/2016 – 06/30/2017 Revised 09/01/2017 Revised
LMS	Megan Snook TCH.LM.RCTR.MG.13	Teacher/Resource Center	Temporary Disability	05/15/2017 – 06/06/2017 (Paid; With Benefits)
			FMLA Anticipated Return	06/07/2017 – 11/03/2017 (Unpaid; With Benefits) 11/06/2017
LMS	Lynn Min AID.LM.ESA.UG.01	ESA (.48)	Leave of Absence	01/27/2017 – 04/04/2017
			Anticipated Return	04/05/2017



LMS	Justine Hickman TCH.LM.HPE.MG.04	Teacher/Heath & Physical Education	Temporary Disability FMLA Anticipated Return	05/02/2017 – 05/23/2017 (Paid; Waives Benefits) Revised 05/24/2017 – 10/20/2017 (Unpaid; Waives Benefits) Revised 10/23/2017 Revised
UMS	Luis Valdez CUS.UM.CUST.NA.05	Custodian/Grounds	Leave of Absence Anticipated Return	01/25/2017 – 02/25/2017 02/26/2017
MHS	Sofia Milner TCH.HS.CCNT.MG.06	Teacher/Family and Consumer Science	Leave of Absence Anticipated Return	03/06/2017 – 06/30/2017 Revised 09/06/2017
MHS	Valerie Kriger TCH.HS.ENGL.MG.03	Teacher/English	Temporary Disability FMLA Anticipated Return	04/18/2017 – 05/17/2017 (Paid; With Benefits) 05/18/2017 – 10/13/2017 (Unpaid; With Benefits) 10/16/2017
BO	Keith Smith MNT.BO.MANT.NA.03	Maintenance	Leave of Absence Anticipated Return	01/20/2017 – 03/02/2017 03/03/2017

#### Appointments/Reinstatements (Certificated Staff)

Location	Name	Position	Replacing	Step	Salary	Pro-rated	Dates of Employment/Notes
VES	Erin Brown (Leave Replacement) TCH.VS.BSI.MG.05	Teacher/BSI	Amanda Bassford	MA 7	\$67,575.00		09/01/2016 – 06/30/2017 Revised

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

Location	Name	Position	Replacing	Step	Salary	Pro-rated	Dates of Employment/Notes
MHS	Alison Karp* AID.HS.TIA.LD.02	Paraprofessional (.48)	Maryellen Schettini	1-2	\$11,755.00	Yes	02/15/2017 – 06/30/2017

**Appointments/Substitutes**

Location	Name	Position	Status	Dates of Employment/Notes
DISTRICT	Joanna Javeline	Substitute Teacher	New	2016-2017 School Year
DISTRICT	Jennifer Amponin*	Substitute Nurse	New	2016-2017 School Year

**Appointments for the 2016-17 School Year**

Location	Name	Assignment	Hourly Rate	Dates of Employment/Notes
MHS	Gina Attanasio	Home Instruction	\$58.79 p/h	02/15/2017 – 06/30/2017

**Appointments – Mentor Teachers**

Location	Provisional Teacher/Mentee	Mentor Teacher	Route	Stipend	Pro-Rated	Dates of Employment/Notes
VES	Chandni Gupta	Meredith Berkowitz Revised	Traditional	\$550.00	\$275.00	2016-2017 School Year

**Tuition Reimbursement**

Location	Name	School	Semester	Credits	Reimbursed Amount	Course
BO	Ron Zalika	Board Office			\$3,000.00 (not to exceed)	New Superintendent's Academy
VES	Samantha Borelli	The College of NJ	Spring	3	\$2,131.68	Reading Specialist RDLG 693
OHES	Kimberly Critelli	The College of NJ	Spring	3	\$2,131.68	The Writing Process in Literacy Development
MHS	Jenna Enos	Marygrove College	Spring	3	\$1,611.00	Meeting the Needs of All Students
MHS	Jenna Enos	Marygrove College	Spring	3	\$1,611.00	Teacher As Leader
MHS	Carla Hampton	Caldwell University	Spring	3	\$1,873.53	Statistics For Educational Research
MHS	Christian Lugo	Marygrove College	Spring	3	\$1,611.00	Meeting the Needs of All Students

MHS	Christian Lugo	Marygrove College	Spring	3	\$1,611.00	Teacher As Leader
VES	Casey Maxwell	University of San Diego	Spring	3	\$ 489.00	Maximizing Student Achievement
VES	Casey Maxwell	University of San Diego	Spring	3	\$ 489.00	Teaching Positive Social Skills to Students
LMS	Meghan Murphy	Loyola Marymount	Spring	3	\$ 449.00	Ancient Greece
DISTRICT	Debra O'Reilly	Loyola Marymount	Spring	3	\$ 381.65	Special Education: The Process and Law
BOE	Damian Pappa	College of St. Elizabeth	Spring	3	\$4,000.00	Dissertation Advisement II
MHS	Megan Pisani	Marygrove College	Spring	3	\$1,611.00	Teacher As Leader
MHS	Megan Pisani	Marygrove College	Spring	3	\$1,611.00	Meeting the Needs of All Students
OHES	Wendy Senatra	Walden University	Spring	5	\$2,125.00	Counseling Techniques in Schools
MHS	Nitu Sinha	Marygrove College	Spring	3	\$1,611.00	Teacher As Leader
MHS	Nitu Sinha	Marygrove College	Spring	3	\$1,611.00	Meeting the Needs of All Students
BOE	Jesus Velazquez	Rutgers	Spring		\$ 556.00	Routing & Scheduling
MHS	Ashley Williams	Marygrove College	Spring	3	\$1,611.00	Teacher As Leader
MHS	Ashley Williams	Marygrove College	Spring	3	\$1,611.00	Meeting the Needs of All Students
OHES	Christine Yap	University of La Verne	Spring	3	\$ 345.00	Becoming a More Effective Teacher

**Salary Advancement**

Location	Name	Assignment	16/17 Degree & Step	16 -17 Salary	Pro-Rated	Dates of Employment/Notes
UMS	Meghan Moore	Teacher/College Career Readiness	MA+15 9-10	\$72,565.00	Yes	02/01/2017 – 06/30/2017
MHS	Karen Cohen	Teacher/Business Law	MA+15 22	\$87,060.00	Yes	02/01/2017 – 06/30/2017

**Co-Curricular 2016-2017**

<b>Location</b>	<b>Name</b>	<b>Position</b>	<b>Stipend</b>	<b>Pro-rated</b>	<b>Dates of Employment/Notes</b>
MHS	Peter Mueller	Baseball, Head Coach	\$8,385.00		2016-17 Spring Season
MHS	Tom Huelbig	Baseball, Varsity Assistant Coach	\$5,655.00		2016-17 Spring Season
MHS	Steve Perone	Baseball, JV Coach	\$5,655.00		2016-17 Spring Season
MHS	Brian Santaniello	Baseball, Freshman Coach	\$4,612.00		2016-17 Spring Season
MHS	Rob Melusky	Equipment Manager	\$525.00	50%	2016-17 Spring Season
MHS	Shawn O'Steen	Equipment Manager	\$525.00	50%	2016-17 Spring Season
MHS	Joe Bassford	Golf, Boys Head Coach	\$6,000.00		2016-17 Spring Season
MHS	Jen Jones	Golf, Girls Head Coach	\$6,000.00		2016-17 Spring Season
MHS	Jon England	Lacrosse, Boys Head Coach	\$8,385.00		2016-17 Spring Season
MHS	Nick Angrisani	Lacrosse, Boys Varsity Assistant Coach	\$5,655.00		2016-17 Spring Season
MHS	Anthony Terranova	Lacrosse, Boys JV Coach	\$5,655.00		2016-17 Spring Season
MHS	Christian Lugo	Lacrosse, Boys Freshman Coach	\$4,342.00		2016-17 Spring Season
MHS	Tiffany Trockenbrod	Lacrosse, Girls Head Coach	\$8,385.00		2016-17 Spring Season
MHS	Kellye Statz	Lacrosse, Girls Varsity Assistant Coach	\$5,655.00		2016-17 Spring Season
MHS	Vince Ingrassia	Lacrosse, Girls JV Coach	\$5,655.00		2016-17 Spring Season
MHS	Joe Riccardi	Lacrosse, Girls Freshman Coach	\$4,342.00		2016-17 Spring Season
MHS	Bryan Upshaw	Softball, Head Coach	\$8,385.00		2016-17 Spring Season
MHS	Andrew Carfley	Softball, Varsity Assistant Coach	\$5,655.00		2016-17 Spring Season
MHS	Derrin Cardia	Softball, JV Coach	\$5,655.00		2016-17 Spring Season
MHS	James Griffin	Strength & Condition Coach	\$4,500.00		2016-17 Spring Season
MHS	Raheel Saleem	Tennis, Boys Head Coach	\$7,000.00		2016-17 Spring Season
MHS	Kristen Wawrzyniak*	Tennis, Boys JV Coach	\$4,692.00		2016-17 Spring Season
MHS	Sean Carty	Track & Field, Boys Head Coach	\$8,050.00		2016-17 Spring Season
MHS	Tim Bartholomew	Track & Field, Girls Head Coach	\$8,050.00		2016-17 Spring Season

MHS	Mike Holinko	Track & Field, Assistant Coach	\$5,455.00		2016-17 Spring Season
MHS	Zoran Milich	Track & Field, Assistant Coach	\$5,455.00		2016-17 Spring Season
MHS	Walter Ingram*	Track & Field, Assistant Coach	\$5,455.00		2016-17 Spring Season
MHS	TBA	Track & Field, Assistant Coach	\$5,455.00		2016-17 Spring Season
UMS	Kevin Armstrong	UMS Athletic Coordinator	\$2,666.00		2016-17 Spring Season
UMS	Michael Girvan	Baseball, Head Coach	\$4,357.00		2016-17 Spring Season
UMS	Tim Sullivan	Lacrosse, Boys Head Coach	\$4,117.00		2016-17 Spring Season
UMS	Carlee Dragon	Lacrosse, Girls Head Coach	\$4,117.00		2016-17 Spring Season
UMS	Cristina Venetucci	Softball, Head Coach	\$4,357.00		2016-17 Spring Season
UMS	Robert Scarpa	Track & Field, Boys Head Coach	\$4,357.00		2016-17 Spring Season
UMS	Claire Scarpa	Track & Field, Girls Head Coach	\$4,357.00		2016-17 Spring Season
UMS	Denita Davis	Track & Field, Assistant Coach	\$3,712.00		2016-17 Spring Season

### Spring Volunteer Coaching Recommendations 2016-2017

Location	Name	Position	Stipend	Pro-rated	Dates of Employment/Notes
MHS	Walt Walker	Baseball, Volunteer Coach	\$0		2016-17 Spring Season
MHS	Cory Weingart	Baseball, Volunteer Coach	\$0		2016-17 Spring Season
MHS	Matt Margon	Golf, Boys Volunteer Coach	\$0		2016-17 Spring Season
MHS	Liz Dilgard	Golf, Girls, Volunteer Coach	\$0		2016-17 Spring Season
MHS	Troy Gebhart	Lacrosse, Boys Volunteer Coach	\$0		2016-17 Spring Season
UMS	Vincent Figueroa	Track & Field, Volunteer Coach	\$0		2016-17 Spring Season
UMS	Kelli Kallens	Track & Field, Volunteer Coach	\$0		2016-17 Spring Season

### Other

Location	Name	Position	Stipend	Dates of Employment/Notes
MHS	Mike Holinko	Winter Track Coach (Part Time)	\$2,153.00	2016-2017 School Year (Reimbursed by the Booster Club)

\*Pending Criminal Background Clearance

1. Resolution Authorizing Termination of Employee – Approve the following resolution:

WHEREAS, the Superintendent of Schools has recommended that an employee, whose name is on record in the Superintendent's office, be terminated due to abandonment of job;

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 employee remains in unpaid status, effective February 14, 2017 and terminated effective March 15, 2017; and

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