

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION**  
**Minutes of the Tuesday, February 27, 2017 6:45 P.M. 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 business meeting on Tuesday, February 27, 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, Minky Chenette, Dharmesh Doshi, Charles F. Jacey, Jr., Paul Johnson, Amy Miller and Ranjana Rao

Absent: Shreesh Tiwari

Also Present: Nancy Gartenberg, Superintendent  
Elizabeth Nastus, Interim Assistant Superintendent  
Annette M. Wells, Business Administrator/Board Secretary  
Robbin Boehmer, Assistant Business Administrator/Assistant Board Secretary

- 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 10, 2018 and February 23, 2018. 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. A moment of silence was taken in remembrance of the recent Parkland incident in Florida.
- E. President Cavalli welcomed all to the business meeting.

EXECUTIVE SESSION- A motion was made by Mr. Doshi and seconded by Dr. Johnson that the board adopt a resolution to go into executive session at 7:06 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, negotiations with the Montgomery Township Education Association will be discussed.
2. The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

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

RETURN FROM EXECUTIVE SESSION- The Board returned from Executive Session at 7:32 p.m.

**NEW BUSINESS FROM BOARD/PUBLIC**


Mr. Cavalli opened the discussion with a review of the Safe Havens Safety and Security Audit that is on the agenda for board approval. Safe Havens International will be paid \$12,555 to review the school district's safety and security policies and procedures. The school board began discussing the need to conduct a review of its safety and security procedures in November 2017 with the decision to hire a consultant made before the February 14<sup>th</sup> school shooting in Florida. None of the attendees at the school board meeting objected to hiring a consultant, and at least one parent praised the school board for undertaking the security audit. Several parents and students pointed to what they perceive to be weaknesses in school security. Mr. Jacey noted that the goal of the audit is to review and compare our safety and security procedures against best practices. Mr. Cavalli assured the public and the board that additional steps in safety and security would be taken immediately and that the district would not wait to take action based solely on the audit results.

Mr. Cavalli read agenda item 1.3 and then a motion was made by Mr. Doshi and seconded by Ms. Chenette to include this item on the voting agenda.

**SUPERINTENDENT'S REPORT PRESENTATIONS**

Ms. Gartenberg acknowledged Mr. James Washburn, Montgomery High School social studies teacher, and approximately 100 students for their participation and leadership at the Model UN Conference recently held in Hersey, PA.

Ms. Wells presented the Operations Preliminary Budget for 2018-2019 as follows:

Montgomery Township School District


**Operations  
Preliminary Budget Presentation  
2018-2019**


---

**Maintaining Excellence**

**Dave Klein**  
Director of Facilities

**Robyn Friedlander**  
Transportation  
Supervisor

**Annette M. Wells**  
Business Administrator  
February 27, 2018

Montgomery Township School District



**Strategic Planning Goals**

**Goal 1:  
Student Success**  
*Maximize the social-emotional and academic growth of every student.*

**Goal 2:  
School and Work  
Environment**  
*Ensure a learning environment that promotes excellence.*

**Goal 3:  
Collaboration and  
Communication**  
*Strengthen stakeholder relationships to support and enhance student learning.*


**Goal 4:  
Resources and Operations**  
*Optimize operational and financial resources to enhance student experiences.*

Montgomery Township School District 

## Facilities Department

Overview


- 5 Buildings approximately 900,000 SF
- 164 Acres of Land
- Staffing:
  - 1 Director/1 Assistant to the 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 at MHS

Montgomery Township School District 

## Facilities Department

Proposed Projects


- Orchard Hill Elementary School (\$32,000)
  - Paint East and West Gymnasiums
  - Variable Speed Drive in Room 106
  - Keying System
  - Installation of New Key Fob Entry
  - Replacement of Two Water Fountains
  - Fire Alarm - Cellular Communicator

Montgomery Township School District 

## Facilities Department

Fixed Costs / Driving Factors


- Utility Bills / Weather Dependent
- Insurance / Unknown Rate Increases
- Refuse Removal / Subject to Contractor Renewal
- Building and Grounds Required Maintenance

Montgomery Township School District 

## Facilities Department

Proposed Projects


- Village Elementary School (\$48,500)
  - Replace Circulating Pumps in Boiler Room
  - Masonry Work at Various Locations
  - FOB Access Control in 200 Wing
  - Keying System

Montgomery Township School District 

## Facilities Department

Preliminary Budget: Summary

Proposed Budget	\$211,988
Increase (Decrease)	-\$211,988
Percentage Increase (Decrease)	-2.69%

Montgomery Township School District 

## Facilities Department

Proposed Projects

- Lower Middle School (\$66,000)
  - Carpet Replacement  
(D13, D5, E1, E2, Practice Rooms)
  - Replace Fire Alarm Panel
  - Masonry Around Building

Montgomery Township School District

### Facilities Department

Proposed Projects

- Upper Middle School (\$84,300)
  - Replace Gym Interior Doors and Hardware
  - Replace Band Room Interior Doors
  - Roof Maintenance
  - Fire Alarm - Cellular Communicator
  - Wireless Clock System

### Facilities Budget Comparison

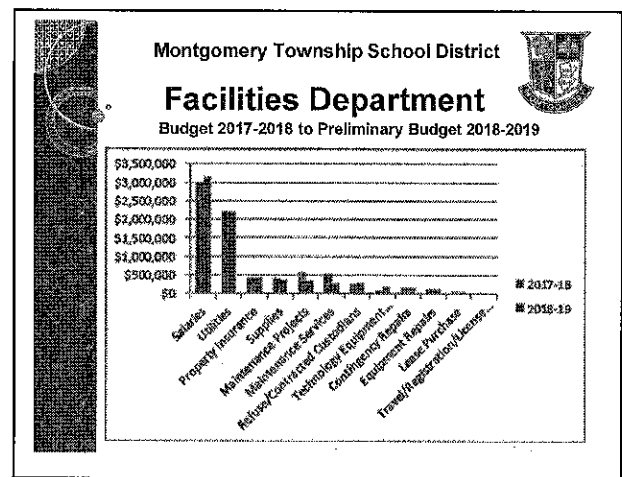
Activity	2016-17 Actual	2017-18 Revised	2018-19 Preliminary	Change	% Change
Salaries	\$7,967,928	\$7,995,077	\$8,140,551	\$145,274	4.88%
Maintenance Projects	\$116,947	\$550,500	\$854,450	(\$204,050)	-36.42%
Lease Purchase (Equipment)	\$67,088	\$64,000	\$50,645	(\$1,353)	-6.23%
Property Insurance	\$397,785	\$434,137	\$415,597	\$9,400	2.17%
Utilities (Gas, Electric, Water, Sewer)	\$1,992,845	\$1,205,900	\$1,219,700	\$14,200	0.64%
Equipment Repairs	\$80,279	\$133,400	\$128,510	(\$4,890)	-3.67%
Contingency Repairs	\$140,139	\$157,050	\$157,450	\$400	0.25%
Supplies	\$325,559	\$397,745	\$384,100	(\$13,655)	-3.44%
Maintenance Services	\$149,085	\$589,060	\$294,800	(\$294,160)	-45.20%
Refuse/Contracted Custodians	\$245,548	\$274,200	\$285,000	\$10,800	3.94%
Technology Equipment Repairs	\$37,300	\$106,800	\$190,441	\$84,081	79.05%
Travel/Registration/License Fees	\$8,456	\$13,000	\$7,000	(\$6,000)	-66.15%
<b>Total</b>	<b>\$8,589,658</b>	<b>\$7,829,069</b>	<b>\$7,638,081</b>	<b>(\$191,088)</b>	<b>-2.63%</b>

Montgomery Township School District

### Facilities Department

Proposed Projects

- Montgomery High School (\$100,650)
  - Retrofit Parking Lot Lights with LEDs
  - Sand and Resurface Main Gymnasium
  - Stage Curtain Replacement
  - Replace Curtain Track

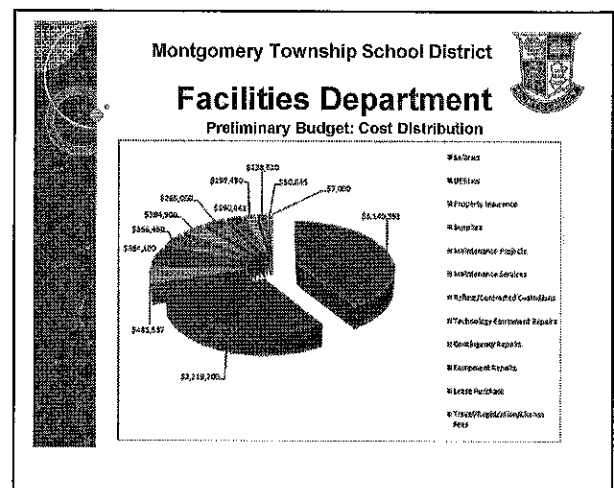


Montgomery Township School District

### Facilities Department

New Equipment

- Replace Rusted Utility Bed on Ford F450 (\$12,000)
- 3 Point Hitch Power Rake (\$12,500)



Montgomery Township School District

## Transportation Department

Overview

- Approximately 4,900 students transported daily
- 55 vehicles - with some outside contractors
- **Rated #2 in Efficiency in Somerset County (2.4)**
- Staffing:
  - Supervisor (CDL)\*
  - Assistant Supervisor (CDL)\*
  - Part Time Clerk
  - 2 Mechanics\*
  - 46 Drivers
  - 9 Bus Assistants\*\*

\*commercial driver's license  
\*\*needed for student IEPs

Montgomery Township School District

## Busing: Contracted Routes

	2016-17	2017-18	2018-19
Contracted Triple Tiers	18	18	19
	\$746,450	\$761,927	\$855,075
Non-Public Route	1	0	0
	\$45,722	\$0	\$0
Public Routes*	4	1	1
	\$14,861	\$25,000	\$25,000
Non-Public Journeys*	0	1	1
	\$0	\$9,536	\$4,000
Co-Curricular Routes	Various	Various	Various
	\$7,998	\$45,000	\$20,000
Extended School Year**	16	13	10
	\$96,648	\$62,806	\$68,856
Regular School Year**	10,833	10	11
	\$461,669	\$318,444	\$352,214
<b>Total</b>	<b>\$1,374,828</b>	<b>\$1,491,113</b>	<b>\$1,525,125</b>

\*Shared Service  
\*\*Special Education Program

Montgomery Township School District

## Transportation Department

Fixed Costs / Driving Factors

- Bus Retirements and Maintenance
- Bus Driver Shortage
- Contractor Renewal
- Gasoline Prices
- Aid in Lieu of Transportation

Montgomery Township School District

## Vehicle Retirement Schedule

TYPE	YEAR	OLD RETIREMENT	SUGGESTED RETIREMENT	COMMENTS
bus	2008	2016	2018	retiring 6/2018 leaks-high mileage
bus	2004	2017	2018	retiring 6/2018 wiring issues - rust
bus	2005	2018	2018	retiring - severe corrosion
bus	2005	2018	2018	retiring - severe corrosion
bus	2006	2019	2018	retiring - severe corrosion
bus	2004	2017	2019	forced retirement
bus	2004	2017	2019	forced retirement
bus	2005	2018	2019	severe corrosion
bus	2005	2018	2019	severe corrosion
bus	2007	2020	2018	Spare
bus	2007	2020	2020	Spare
bus	2007	2020	2020	severe corrosion
caravan	2007	2020	2020	forced retirement
caravan	2007	2020	2020	forced retirement
caravan	2007	2020	2020	forced retirement
caravan	2007	2020	2020	forced retirement

Montgomery Township School District

## Transportation Department

Preliminary Budget: Summary

POSITION HOURS	2017-18
Increase (Decrease)	\$228,961
Percentage Increase (Decrease)	4.96%

Montgomery Township School District

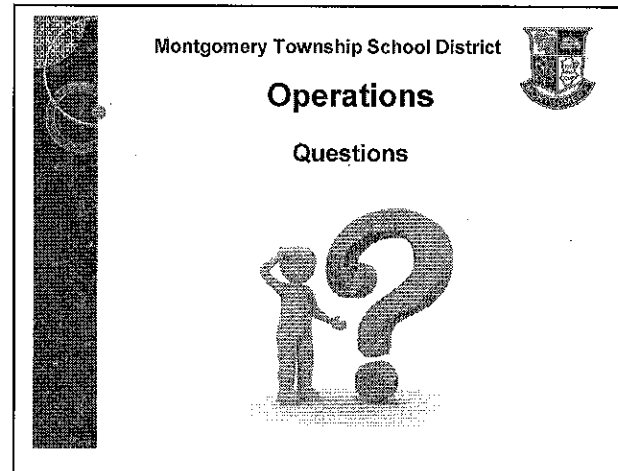
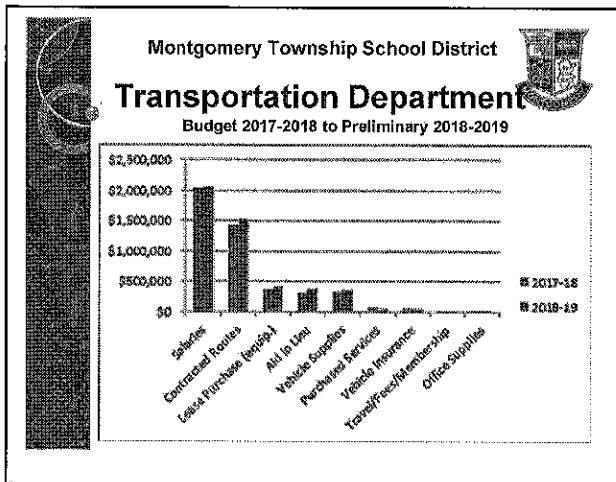
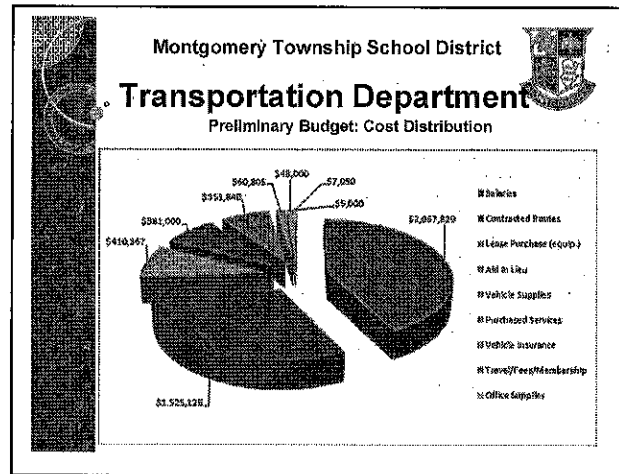
## Transportation Department

New Vehicles/Equipment

- New Vehicles
  - Five (5) - 54 Passenger Buses (\$497,500)
  - One (1) - 24 Passenger Bus (\$65,500)
- New Equipment
  - Replace Radio System (\$34,531)

**Montgomery Township School District  
Transportation Budget**

Activity	2016-17 Actual	2017-18 Revised	2018-19 Preliminary	Change	% Change
Salaries	\$1,849,241	\$2,039,505	\$2,057,829	\$18,324	0.90%
Contracted Routes	\$1,374,828	\$1,431,113	\$1,525,125	\$94,012	6.57%
Lease Purchase (equip.)	\$355,797	\$377,686	\$410,367	\$32,681	8.65%
Vehicle Insurance	\$30,000	\$47,302	\$48,000	\$698	1.48%
Aid in Lieu	\$313,194	\$312,396	\$381,000	\$68,604	21.75%
Vehicle Supplies	\$267,433	\$333,450	\$351,640	\$18,410	5.52%
Office Supplies	\$5,099	\$5,250	\$5,000	(\$250)	-4.76%
Purchased Services	\$60,904	\$63,683	\$60,805	(\$2,878)	-4.52%
Travel/Fees/Membership	\$5,200	\$7,150	\$7,050	(\$100)	-1.40%
<b>Total</b>	<b>\$4,259,698</b>	<b>\$4,618,055</b>	<b>\$4,847,016</b>	<b>\$228,961</b>	<b>4.96%</b>




Ms. Nastus gave the following presentation on the Curriculum, Instruction & Assessment Preliminary Budget for the 2018-2019 school year:

**Montgomery Township School District  
Curriculum, Instruction & Assessment  
Preliminary Budget  
Presentation  
2018-2019  
Maintaining Excellence**

Elizabeth Nastus, Ed.D.  
Interim Assistant  
Superintendent  
February 27, 2018

- Montgomery Township School District**
- **The Curriculum, Instruction & Assessment Department**
    - Central Office Administration
      - Interim Assistant Superintendent
      - Director of Instructional Technology
      - Director of Assessment, Data and Accountability
  - **School Level Administration**
    - Principals and Vice-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

**Montgomery Township School District**



**CURRICULUM:** What will be taught?

Curriculum is the knowledge and skills students are expected to learn. Curriculum answers the question, "What are the learning standards students are expected to meet?"

**INSTRUCTION:** How will the curriculum be taught?


Instruction is the "how to." How does a teacher impart the knowledge and skills students are expected to learn? Instruction is the purposeful direction of the learning process. It is "the means by which a teacher's students attain a curricular end." W. James Popham

**ASSESSMENT:** How will success be measured?

Assessment is the process by which effective instruction and student learning is measured. Assessment can range from informal classroom assignments to nationally normed testing.

3

**Montgomery Township School District**




**Preliminary Budget: Details**

Activity	Cost
Curriculum Writing	\$84,864
Travel Reimbursement	\$18,616
Out of District Workshop Registration	\$53,769
In House PD Facilitators	\$16,280
In House PD Supplies	\$7,060
PD Staff Reimbursement	\$61,280
Assessment Supplies	\$10,700
Consultants	\$85,480
<b>Total</b>	<b>\$338,049</b>

6

**Montgomery Township School District**




**Driving Factors that Inform Curriculum and Instruction**

**State and Federal Guidelines**

- ESEA-ESSA (Elementary & Secondary Education Act-Every Student Succeeds Act)
- NJ Student Learning Standards (NJSLS)
- Curriculum Revision Cycle
- Next Generation Science Standards
- English Language Learners
- Special Education

4

**Montgomery Township School District**




**Historical Comparison: Details**

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019	Change	% Change
Curriculum Writing	\$82,910	\$84,864	\$84,864	0	0
Travel Reimbursement	\$3,225	\$25,834	\$18,616	-\$7,218	-28%
Out of District Wksp Registration	\$32,736	\$88,462	\$53,769	-\$14,693	-21%
In House PD Facilitators	\$5,300	\$14,300	\$16,280	-\$1,980	-14%
In House PD Supplies	\$7,946	\$7,380	\$7,060	-\$320	-4%
PD Staff Reimbursement	\$24,764	\$86,110	\$61,280	-\$24,830	-28%
Assessment Supplies	\$8,944	\$12,000	\$10,700	-\$1,300	-11%
Consultants	\$48,443	\$89,010	\$85,480	+\$16,470	24%
<b>Totals</b>	<b>\$214,273</b>	<b>\$385,960</b>	<b>\$338,049</b>	<b>-\$27,911</b>	<b>-8%</b>

7

**Montgomery Township School District**



**Strategic Planning Goals**

**Goal 1:  
Student Success**  
*Maximize the social-emotional and academic growth of every student.*


**Goal 2:  
School and Work Environment**  
*Ensure a learning environment that promotes excellence.*

**Goal 3:  
Collaboration and Communication**  
*Strengthen stakeholder relationships to support and enhance student learning.*

**Goal 4:  
Resources and Operations**  
*Optimize operational and financial resources to enhance student experience.*

5

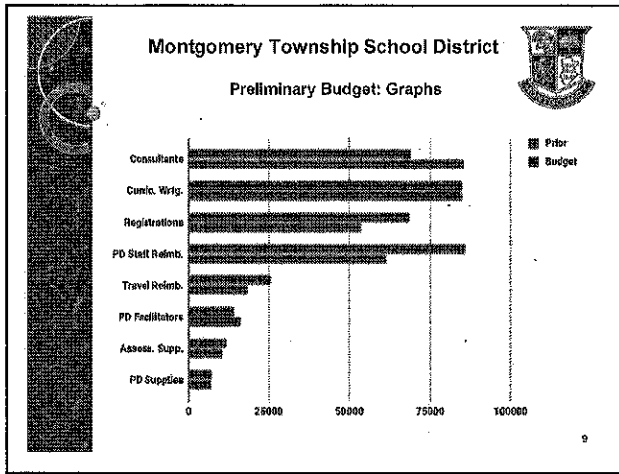
**Montgomery Township School District**



**Preliminary Budget: Summary**

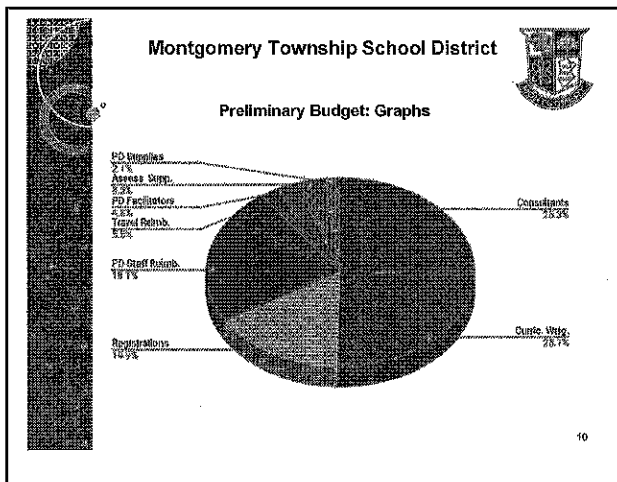
Operating Expenses	\$338,049
Capital Expenditures	\$0
<b>Total</b>	<b>\$338,049</b>
Percentage Decrease	-8%

8



Montgomery Township School District

# QUESTIONS?



Time was allowed for questions and comments from the board

Ms. Gartenberg presented the process for the hiring of an Assistant Superintendent for Curriculum and Instruction.

The board discussed information provided by Hanover Research. Ms. Gartenberg commented that further research would be forthcoming and encouraged the board to hold off on decision making until all research has been concluded.

**APPROVAL OF MINUTES**

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

- January 9, 2018                      Executive Session Meeting
- January 9, 2018                      Organization and Special Meeting

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



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

- January 23, 2018 Executive Session Meeting
- January 23, 2018 Business Meeting

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

### **ACCEPTANCE OF CORRESPONDENCE**

A motion was made by Ms. Bursh and seconded by Ms. Chenette to approve the following correspondence:

1. Email dated 2/5/18 from N. Hale requesting to audit a senior physics class

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

### **PUBLIC COMMENTS**

Ms. Wells informed the board of the April 26, 2018 date for Governance training. More information will be forthcoming.

Mr. Cavalli spoke of the need to work on students' relationships with staff so that they felt there was an adult to whom they could reach out. He noted that teacher to student ratios within the district are good, but that relationships need to be addressed as part of the Strategic Plan.

### **ACTION AGENDA**

#### **1.0 ADMINISTRATIVE**

A motion was made by Mr. Doshi and seconded by Ms. Miller to approve agenda items 1.1 through 4.1 excluding 1.3 as follows:

- 1.1 Routine Monthly Reports – Accept the following reports:

- a. Student Control Report
- b. Fire/Security Drill Report
- c. Harassment, Intimidation and Bullying (HIB) Report

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

- |         |  |
|---------|--|
| 0169.02 | Board Member Use of Social Networks                  |
| 5460.1R | High School Transcripts                              |
| 7425    | Lead Testing of Water in Schools                     |
| 7510R   | Use of School Facilities                             |
| 8550    | Unpaid Meal Charges/Outstanding Food Service Charges |
| 8630    | Bus Driver/Bus Aide Responsibility                   |
| 8630R   | Emergency School Bus Procedures                      |
| 9242    | Use of Electronic Signatures                         |

## 2.0 CURRICULUM & INSTRUCTION

### 2.1 Out-of-District Placements 2017-2018

Approve the following Out-of-District Placements for the 2017-2018 school year:

Pupil ID	School	Dates	TUITION		
			ESY	RSY	Total for Year
102547	NuView Academy	12/15/17-6/20/18		\$35,282.00	\$35,282.00
104363	Rock Brook School Withdrawal	1-11-18-6/19/18		-\$34,189.38	-\$34,189.38
104363	Rock Brook School 1:1 Aide Withdrawal	1-11-18-6/19/18		-\$16,458.72	-\$16,458.72
00182	Mercer County Technical School	9/6/17-6/30/18		\$ 5,500.00	\$ 5,500.00
104070	Newmark School	2/12/18-6/22/18		\$25,590.56	\$25,590.56
000140	Somerset County Vo-Tech- Shared Time - Withdrawal	2/2/18-6/30/18		-\$311.54	-\$311.54

2.2 Donation Approval - Accept the donation from Mr. and Mrs. Kenneth Damato from the Michael Robert Damato Memorial Fund of the Princeton Area Community Foundation of hands-on materials and digital resources to be utilized by the Montgomery High School Skybox Program.

2.3 Field Trip - Approve the field trip for the Montgomery High School Youth and Government Delegation to attend the YMCA New Jersey Youth and Government Conference in Elizabeth, New Jersey from April 13, 2018 through April 15, 2018, at no cost to the Montgomery Township School District.

## 3.0 FINANCE

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 January 31, 2018:

- 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 January 31, 2018

3.3 Receipt of Certification from Board Secretary - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Annette M. Wells, certify that as of January 31, 2018 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 January 31, 2018 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 February – approve the monthly bills as follows:

General Operating	\$8,997,037.77
Food Services	\$207,545.45

3.6 Travel Reimbursement – 2017/2018 – approve the Board member and/or staff conference and travel expenses as per the attached list (see Page 20).

3.7 Receipt, Rejection and Award of Bid – Walk-in Cooler/Freezer Box for the Village Elementary School (Bid #B18-08) – Bids were received on January 19, 2018 for a walk-in cooler/freezer box for the Village Elementary School as follows:

<u>Vendor</u>	<u>Base Bid</u>
Great Lakes Hotel Supply Co. Southfield, MI	\$29,807.55
Todd Devin Food Equipment, Inc. Yardley, PA	\$37,600.00
George Koustas Painting & Construction, LLC West Long Branch, NJ	\$54,000.00

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:

The low bid submitted by *Great Lakes Hotel Supply Co., Southfield, MI* is being rejected because the bidder is not registered with the New Jersey Department of Labor & Workforce Development as required by N.J.S.A. 34:11-56.48 also they are not classified by the New Jersey Department of Treasury, Division of Property Management and Construction as required by N.J.S.A. 18A:18A-26 and the bid documents. Also, the bidder did not include pricing for installation of the walk-in cooler/freezer box requested in the specifications.

The second lowest bid submitted by *Todd Devin Food Equipment, Inc., Yardley, PA* is being rejected because the subcontractor listed, *Tom Lynch Mechanical Contractors, Stowe, PA*, is not registered with the New Jersey Department of Labor & Workforce Development as required by N.J.S.A. 34:11-56.48 also they are not classified by the New Jersey Department of Treasury, Division of Property Management and Construction as required by N.J.S.A. 18A:18A-26 and the bid documents.

It is recommended that the Board of Education award Bid #B18-08 for a walk-in cooler/freezer box for the Village Elementary School as follows:

<u>Vendor</u>	
George Koustas Painting & Construction, LLC West Long Branch, NJ	\$54,000.00

- 3.8 Receipt and Award of Bid – Conveyor Type Dishwasher for the Orchard Hill Elementary School (Bid #B18-09) – Bids were received on January 23, 2018 for a conveyor type dishwasher for the Orchard Hill Elementary School as follows:

<u>Vendor</u>	<u>Base Bid</u>
Todd Devin Food Equipment, Inc. Yardley, PA	\$42,600.00
Don J. Urie Associates, Inc. Vineland, NJ	\$45,986.00
George Koustas Painting & Construction, LLC West Long Branch, NJ	\$95,000.00

It is recommended that the Board of Education award Bid #B18-09 for a conveyor type dishwasher for the Orchard Hill Elementary School as follows:

<u>Vendor</u>	
Todd Devin Food Equipment, Inc. Yardley, PA	\$42,600.00

- 3.9 Receipt and Award of Bid – Student Transportation Services – To and From School (Bid #B18-11) – Bids were received on February 14, 2018, for student transportation services-to and from school as follows:

*No bids were received on Wednesday, February 14, 2018 for bid B18-11, Student Transportation Services – To and From School.*

3.10 **WHEREAS**, on February 28, 2017, the Montgomery Township Board of Education awarded American Athletic Courts, Inc. original bid on track improvements at Montgomery High School in the total contract lump sum of \$357,500.00; and

**WHEREAS**, the project was substantially completed as of 8/14/17. Below is an accounting of the allowances:

Original Contract Allowance	\$25,000.00
Previous Allowances (Change Order #1)	<u>\$10,800.00</u>
Remaining Contract Allowance	\$14,200.00
 New Contract Sum	 \$343,300.00

3.11 **WHEREAS**, on February 28, 2017, the Montgomery Township Board of Education awarded Billy Contracting & Restoration, Inc. original bid on partial roof replacement at Village Elementary School in the total contract lump sum of \$993,700.00; and

**WHEREAS**, changes were necessary in order for the project to be completed.

**NOW, THEREFORE BE IT RESOLVED**, that the Montgomery Township Board of Education approves the following change orders to Billy Contracting & Restoration, Inc. in the amount of \$4,310.00

- #1 Extend the existing roof top units one inch condensation lines approximately 850 linear feet to the nearest scupper

**WHEREAS**, the project was substantially completed as of 11/15/17. Below is an accounting of the allowances:

Original Contract Allowance	\$50,000.00
Allowances (Change Order #1)	<u>\$ 4,310.00</u>
Remaining Contract Allowance	\$45,690.00
 New Contract Sum	 \$948,010.00

3.12 **WHEREAS**, on February 28, 2017, the Montgomery Township Board of Education awarded Billy Contracting & Restoration, Inc. original bid on partial roof replacement at Upper Middle School in the total contract lump sum of \$404,000.00; and

**WHEREAS**, the project was substantially completed as of 9/15/17. Below is an accounting of the allowances:

Original Contract Allowance	\$30,000.00
Previous Allowances	<u>\$ -0-</u>
Remaining Contract Allowance	\$30,000.00
 New Contract Sum	 \$374,000.00

3.13 **WHEREAS**, on April 25, 2017, the Montgomery Township Board of Education awarded De Sapio Construction, Inc. original bid on gymnasium upgrades at Upper Middle School in the total contract lump sum of \$173,000.00; and

**WHEREAS**, changes were necessary in order for the project to be completed.

**NOW, THEREFORE BE IT RESOLVED**, that the Montgomery Township Board of Education approves the following change orders to De Sapio Construction, Inc. in the amount of \$2,150.00

- #2 Electrical work behind new bleachers

**WHEREAS**, the project was substantially completed as of 9/18/17. Below is an accounting of the allowances:

Original Contract Allowance	\$7,500.00
Allowances (Change Order #2)	<u>\$2,150.00</u>
Remaining Contract Allowance	\$5,350.00
 New Contract Sum	 \$167,650.00

3.14 **WHEREAS**, on April 25, 2017, the Montgomery Township Board of Education awarded De Sapio Construction, Inc. original bid on gymnasium upgrades at Orchard Hill Elementary School (west gym) in the total contract lump sum of \$245,000.00; and

**WHEREAS**, the project was substantially completed as of 9/18/17. Below is an accounting of the allowances:

Original Contract Allowance	\$20,000.00
Previous Allowances	<u>\$ -0-</u>
Remaining Contract Allowance	\$20,000.00
 New Contract Sum	 \$225,000.00

3.15 **WHEREAS**, on April 25, 2017, the Montgomery Township Board of Education awarded De Sapio Construction, Inc. original bid on gymnasium upgrades at Orchard Hill Elementary School (east gym) in the total contract lump sum of \$160,000.00; and

**WHEREAS**, the project was substantially completed as of 9/18/17. Below is an accounting of the allowances:

Original Contract Allowance	\$20,000.00
Previous Allowances	<u>\$ -0-</u>
Remaining Contract Allowance	\$20,000.00
 New Contract Sum	 \$140,000.00

3.16 **WHEREAS**, on March 28, 2017, the Montgomery Township Board of Education awarded Diamond Construction original bid on new walkway at Montgomery High School in the total contract lump sum of \$34,500.00; and

**WHEREAS**, the project was substantially completed as of 8/31/17. Below is an accounting of the allowances:

Original Contract Allowance	\$4,000.00
Previous Allowances (Change Order #1)	<u>\$3,072.00</u>
Remaining Contract Allowance	\$ 928.00
 New Contract Sum	 \$33,572.00

3.17 **WHEREAS**, on April 25, 2017, the Montgomery Township Board of Education awarded JDS Contracting, Inc. original bid on roof replacement at Lower Middle School in the total contract lump sum of \$2,686,000.00; and

**WHEREAS**, changes were necessary in order for the project to be completed.

**NOW, THEREFORE BE IT RESOLVED**, that the Montgomery Township Board of Education approves the following credit in the amount of \$2,475.00

- #1 Credit for elimination of thru-wall counter flashing

**WHEREAS**, the project was substantially completed as of 8/25/17. Below is an accounting of the allowances:

Original Contract Allowance	\$100,000.00
Allowances (Change Order #1)	<u>(\$2,475.00)</u>
Remaining Contract Allowance	\$102,475.00
 New Contract Sum	 \$2,583,525.00

3.18 **WHEREAS**, on April 25, 2017, the Montgomery Township Board of Education awarded Northeastern Interior Services, LLC original bid on restroom renovations at Orchard Hill Elementary School in the total contract lump sum of \$256,000.00; and

**WHEREAS**, changes were necessary in order for the project to be completed.

**NOW, THEREFORE BE IT RESOLVED**, that the Montgomery Township Board of Education approves the following change orders to Northeastern Interior Services, LLC in the amount of \$260.00

- #2 Installation of metal stud walls and cement board in lieu of CMU construction \$(1,790.00)
- #3 Remove existing CMU chase wall and install new metal stud and cement board chase wall in women's Staff restroom \$ 2,050.00

**WHEREAS**, the project was substantially completed as of 9/1/17. Below is an accounting of the allowances:

Original Contract Allowance	\$10,750.00
Allowances (Change Order #2 & 3)	<u>\$ 260.00</u>
Remaining Contract Allowance	\$10,490.00
 New Contract Sum	 \$245,510.00

3.19 **WHEREAS**, on April 25, 2017, the Montgomery Township Board of Education awarded Northeastern Interior Services, LLC original bid on restroom renovations at Upper Middle School in the total contract lump sum of \$803,000.00; and

**WHEREAS**, changes were necessary in order for the project to be completed.

**NOW, THEREFORE BE IT RESOLVED**, that the Montgomery Township Board of Education approves the following credit change order in the amount of \$5,647.00

- #5 Installation of metal stud walls and cement board in lieu of CMU construction \$(5,647.00)

**WHEREAS**, the project was substantially completed as of 9/1/17. Below is an accounting of the allowances:

Original Contract Allowance	\$19,250.00
Previous Allowances (Change Orders #1,3,4&5)	<u>(\$ 309.11)</u>
Remaining Contract Allowance	\$19,559.11
 New Contract Sum	 \$783,440.89

3.20 **WHEREAS**, on March 28, 2017; the Montgomery Township Board of Education awarded Northeastern Interior Services, LLC original bid on media center renovations at Upper Middle School in the total contract lump sum of \$311,720.00 including alternates; and

**WHEREAS**, the project was substantially completed as of 9/1/17. Below is an accounting of the allowances:

Original Contract Allowance	\$20,000.00
Previous Allowances (Change Orders #1 & 2)	<u>\$ 2,534.00</u>
Remaining Contract Allowance	\$17,466.00
 New Contract Sum	 \$294,254.00



3.21 **WHEREAS**, on March 28, 2017, the Montgomery Township Board of Education awarded Tri-Form Construction original bid on home economics conversion at Upper Middle School in the total contract lump sum of \$164,900.00; and

**WHEREAS**, the project was substantially completed as of 9/1/17. Below is an accounting of the allowances:

Original Contract Allowance	\$30,000.00
Previous Allowance (Change Order #1)	<u>\$ 4,736.85</u>
Remaining Contract Allowance	\$25,263.15
 New Contract Sum	 \$139,636.85

3.22 Approve the Following Contract – Approve a contract with Safe Havens International for a school safety, security and emergency assessment in the amount of \$12,555.00.

3.23 **WHEREAS**, on February 28, 2017 the Montgomery Township Board of Education awarded D & E Window and Door, LLC original bid for window replacement at Orchard Hill Elementary School in the total contract lump sum of \$1,147,000.00 including alternates; and

**WHEREAS**, changes are necessary in order for the project to be completed;

**NOW, THEREFORE BE IT RESOLVED**, that the Montgomery Township Board of Education approves the following change orders to D & E Window and Door, LLC in the amount of \$40,500.54

- #9 Remove and replace (8) existing windows outside of the contract scope. Two windows are to be double fixed units with a fixed panel above, and six windows are to be horizontal slider windows with a fixed panel above. \$35,357.46
- #10 Remove and replace existing areas of soffit above the newly-installed windows. \$2,272.95
- #11 Provide and install new window shades at the eight new windows to be installed as per proposed change order #9. \$2,870.13

**4.0 PERSONNEL**

4.1 Approval of Personnel Agenda – approve the personnel agenda as attached (See Pages 21 - 25).

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

A motion was made by Ms. Chenette and seconded by Dr. Johnson to approve amended agenda item 1.3 as follows:

1.3 Approve the Following Resolution Regarding Gun Control and Mental Health Services to Protect Our Youth:

WHEREAS, A prerequisite to student growth, learning, well-being and success is a safe and secure school environment; and

WHEREAS, Children throughout the nation have been negatively affected directly and indirectly by violent crimes involving firearms; and

WHEREAS, Military-style assault weapons and large-volume ammunition magazines were used in recent mass killings in schools and other locations; and

WHEREAS, Profiles of school shooters illustrate the need for a thorough examination of the care and treatment of the mentally ill for addressing the chronically bullied student and for effective intervention;

WHEREAS, The New Jersey School Boards Association's 2014 study, *What Makes Schools Safe?*, cited reports by state and federal agencies, which found that mental health intervention did not take place prior to three-quarters of school shootings; and

WHEREAS, New Jersey has among the strongest gun control laws in the nation and the lowest incidence of gun-related deaths, but protective laws are not in place in many other states or at the federal level; and

WHEREAS, The tragedies of Parkland, Florida, of Newtown, Connecticut, of Columbine High School in Colorado, emphasize the need to address access to firearms and the delivery of mental health services. Now, therefore, be it

RESOLVED, That the Montgomery Township Board of Education, in the County of Somerset, State of New Jersey, urges President Trump and Congress to identify and implement meaningful action to address access to and ownership of military-style assault weapons and ammunition, the delivery of mental health services, and financial support to ensure a safe and secure school climate; and be it further

RESOLVED, That the Montgomery Township Board of Education supports Governor Murphy's call to end the "epidemic of gun violence that plagues far too many of our communities" and supports enhancements to state law that will provide protection for our schools and communities; and be it further

RESOLVED, That a copy of this resolution be sent to President Trump, U.S. Senator Robert Menendez, U.S. Senator Cory Booker, U.S. Representative Leonard Lance, Governor Murphy, State Senator Christopher Bateman, Assembly Representative Roy Freiman, Assembly Representative Andrew Zwicker, the New Jersey School Boards Association, and the National School Boards Association.

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

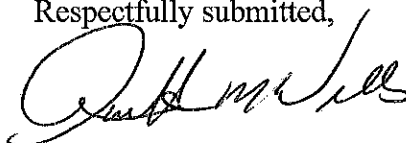
**ANNOUNCEMENTS BY THE PRESIDENT**

None

**ADJOURNMENT AND EXECUTIVE SESSION**

A motion was made by Ms. Chenette and seconded by Ms. Rao that the meeting be adjourned at 10:27 p.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Annette M. Wells". The signature is fluid and cursive, with a large initial "A" and "W".

Annette M. Wells  
School Business Administrator/  
Board Secretary

## Montgomery Township Board of Education Travel Reimbursement Requests 2017/2018

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Regis- tration	Other	Total**	Approved Year-to-Date Total**
Staci Anderson	UMS	3/22/2018	English Language Learners Summit		\$1.24			\$100.00		\$101.24	\$341.24
Ann Marie Campbell	BO	4/11 - 4/13/18	GPANJ, Inc. 2018 6th Annual Educational Symposium	\$25.00	\$43.52	\$128.00	\$178.00		\$395.00	\$769.52	\$769.52
Patricia Cizin	VES	3/10/2018	Health Care Provider CPR		\$6.45			\$25.00		\$31.45	\$194.02
Jean Evertsen	VES	3/22/2018	English Language Learners Summit					\$100.00		\$100.00	\$515.00
Brenda Huneryager	OHES	3/22/2018	English Language Learners Summit					\$100.00		\$100.00	\$100.00
Susan Lacy	VES	3/6/2018	NJ Public School Labor Management Conference	\$10.00	\$7.00					\$17.00	
Susan Lacy	VES	3/22/2018	English Language Learners Summit					\$100.00		\$100.00	\$1,308.11
Elsa Licinski	MHS	4/13 - 4/14/18	FLENJ 2018 Annual Conference					\$225.00		\$225.00	\$309.00
Norelis Martinez	LMS	3/22/2018	English Language Learners Summit					\$100.00		\$100.00	\$514.00
Kelly Mattis	BO	3/7/2018	AICUNJ Education Career Fair		\$28.71			\$50.00		\$78.71	\$703.13
Mary McLoughlin	BO	3/6/2018	NJ Public School Labor Management Conference		\$6.76					\$6.76	\$17.64
Ann Messineo	OHES	3/10/2018	Health Care Provider CPR		\$23.19			\$25.00		\$48.19	\$48.19
Michael Molino	UMS	4/13/2018	FLENJ 2018 Annual Conference		\$1.24			\$160.00		\$161.24	\$161.24
Christopher Penna	MHS	3/12 - 3/15/18	Directors of Athletics Association of NJ State Conference	\$20.00	\$13.02	\$224.00	\$267.00	\$500.00		\$1,024.02	\$1,024.02
Alma Reyes	MHS	3/22/2018	English Language Learners Summit					\$100.00		\$100.00	\$100.00
Denise Salvatore	LMS	3/10/2018	Health Care Provider CPR		\$17.11			\$25.00		\$42.11	\$204.90
Janis Woodard	VES	3/10/2018	Health Care Provider CPR		\$14.82			\$25.00		\$39.82	\$39.82

\*\*Excluding Tolls

\*\*\*Includes Registrations

BOE

2/27/18

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

Location	First	Last	Position	Effective	Reason	Dates of Employment/Notes
MHS	Mary	Paparella	Paraprofessional AID.HS.TIA.EO.04	03/15/2018	Resignation	11/01/2007 – 03/14/2018

**Leaves of Absence**

Location	First	Last	Position	Type of Leave	Dates of Leave/Notes
VES	Megan	Knapp	School Psychologist TCH.VS.PSYC.MG.01	Temporary Disability	02/13/2018 -- 03/13/2018 (Paid waives Benefits) - Revised
				FMLA	03/14/2018 – 06/10/2018 (Unpaid) - Revised
				Unpaid Leave	06/11/2018 – 06/30/2018 (Unpaid) - Revised
				Anticipated Return	09/01/2018 - Revised

**Appointments/Renewals (Certificated Staff)**

Location	First	Last	Position	Replacing	Degree	Step	Salary	Pro-rated	Dates of Employment/Notes
MHS	Ronald	Dolenti	Teacher - Financial Literacy (Leave Replacement) TCH.HS.CCNT.MG.01	Karen Cohen	MA	1	\$65,440	Yes	02/23/2018 – 03/23/2018
LMS	Maria	Gelinas	Teacher – Spanish (Leave Replacement) TCH.LM.WLNG.MG.02	Erica Disch	BA	1	\$297.20 p/d		02/16/2018
UMS	Stefani	Levonaitis	Teacher – English (Leave Replacement) TCH.UM.CCNT.MG.05	Shelley Moore	BA	1	\$59,440 \$59,440	Yes Yes	02/22/2018 – 06/30/2018 02/08/2018 – 02/28/2018
VES	Shannon	McKenna	Teacher – Grade 4 (Leave Replacement) TCH.VS.TCHR.04.03	Lorin Benke	BA	1	\$59,440	Yes	02/26/2018 – 04/09/2018

OHES	Amanda	Rosenberg	Supervisor – K-4 LA/SS (Leave Replacement) SPV.K4LASS.NA.01	Amy Monaco	N/A	N/A	\$100,000	Yes	03/07/2018 – 06/30/2018
------	--------	-----------	---	------------	-----	-----	-----------	-----	-------------------------

### Appointments/Substitutes

Location	First	Last	Position	Status	Dates of Employment/Notes
DISTRICT	Jhansi	Chowdavaram	Substitute Teacher	NEW	2017-2018
DISTRICT	Shannon	McKenna	Substitute Teacher	NEW	2017-2018
DISTRICT	Jackie	McNulty	Substitute Secretary	NEW	2017-2018
DISTRICT	Dorota	Roszkowska	Substitute Custodian	NEW	03/01/2018-06/30/2018

### Tuition Reimbursement

Location	First	Last	School	Semester	Credits	Reimbursed Amount	Course
OHES	Laura	Sapnar	University of LaVerne	Summer 2018	3	\$345.00	Achieving Success for English Language Learners
OHES	Laura	Sapnar	University of LaVerne	Summer 2018	3	\$345.00	I'm So Stressed I Could Scream

## Appointments – Mentor Teachers

Location	Provisional Teacher/Mentee	Mentor Teacher	Route	Stipend	Pro-rated	Dates of Employment
LMS	Maria Gelinis	Martha Ospina	Alternate	\$400.00	Yes	2/22/2018-6/30/2018
UMS	Stefani Levonaitis	Violet Markmann	Traditional	\$55.00	Yes	2/8/2018-2/28/2018
VES	Shannon McKenna	Patricia Pignataro	Traditional	\$55.00	Yes	2/26/2018-4/9/2018

## Co-Curricular 2017-2018

Location	First	Last	Position	Stipend	Dates of Employment/Notes
MHS	Kawika	Kahalehoe	Band: Chamber Music Ensemble @ 50%	\$1,030	2017-2018 School Year
MHS	Michael	Brennan	Band: Chamber Music Ensemble @ 50%	\$1,030	2017-2018 School Year
MHS	Gina	Iacono	Yearbook: Graphics @ 50%	\$1,081.50	2017-2018 School Year
MHS	Peter	Mueller	Baseball, Head Coach	\$8,385	2017-18 Spring Season
MHS	James "Tom"	Huelbig	Baseball, Varsity Assistant Coach	\$5,655	2017-18 Spring Season
MHS	Steven	Perone	Baseball, JV Coach	\$5,655	2017-18 Spring Season
MHS	Brian	Santaniello	Baseball, Freshman Coach	\$4,612	2017-18 Spring Season
MHS	Robert	Melusky	Equipment Manager @50%	\$525	2017-18 Spring Season
MHS	Shawn	O'Steen	Equipment Manager @ 50%	\$525	2017-18 Spring Season
MHS	Joseph	Bassford	Golf, Boys Head Coach	\$6,000	2017-18 Spring Season
MHS	Jennifer	Amberson	Golf, Girls Head Coach	\$6,000	2017-18 Spring Season
MHS	Jonathan	England	Lacrosse, Boys Head Coach	\$8,385	2017-18 Spring Season
MHS	Gil	Swenson	Lacrosse, Boys Varsity Assistant Coach	\$5,655	2017-18 Spring Season
MHS	Christian	Lugo	Lacrosse, Boys JV Coach	\$5,655	2017-18 Spring Season

MHS	Tiffany	Trockenbrod	Lacrosse, Girls Head Coach		\$8,385	2017-18 Spring Season
MHS	Joseph	Riccardi	Lacrosse, Girls Varsity Assistant Coach		\$5,655	2017-18 Spring Season
MHS	Vincent	Ingraffia	Lacrosse, Girls JV Coach		\$5,655	2017-18 Spring Season
MHS	Bryan	Upshaw	Sofball, Head Coach		\$8,385	2017-18 Spring Season
MHS	Jessica	Parker	Softball, Varsity Assistant Coach		\$5,655	2017-18 Spring Season
MHS	Michelina	Aichele	Softball, JV Coach		\$5,655	2017-18 Spring Season
MHS	James	Griffin	Strength & Conditioning Coach		\$4,500	2017-18 Spring Season
MHS	Rabeel	Saleem	Tennis, Boys Head Coach		\$7,000	2017-18 Spring Season
MHS	Matthew	Pogue	Tennis, Boys JV Coach		\$4,692	2017-18 Spring Season
MHS	Sean	Carty	Track & Field, Boys Head Coach		\$8,050	2017-18 Spring Season
MHS	Timothy	Bartholomew	Track & Field, Girls Head Coach		\$8,050	2017-18 Spring Season
MHS	Michael	Holinko	Track & Field, Assistant Coach		\$5,455	2017-18 Spring Season
MHS	Zoran	Milich	Track & Field, Assistant Coach		\$5,455	2017-18 Spring Season
MHS	Walter	Ingram	Track & Field, Assistant Coach		\$5,455	2017-18 Spring Season
MHS	Richard	Steeb	Track & Field, Assistant Coach		\$5,455	2017-18 Spring Season
UMS	Kevin	Armstrong	UMS Athletic Coordinator		\$2,666	2017-18 Spring Season
UMS	Michael	Girvan	Baseball, Head Coach		\$4,357	2017-18 Spring Season
UMS	Timothy	Sullivan	Lacrosse, Boys Head Coach @ 63.50%		\$2,614.30	2017-18 Spring Season
UMS	Nicholas	Milton	Lacrosse, Boys Assistant Coach @ 36.50%		\$1,502.70	2017-18 Spring Season
UMS	Carlee	Dragon	Lacrosse, Girls Head Coach		\$4,117	2017-18 Spring Season
UMS	Cristina	Venetucci	Sofball, Head Coach		\$4,357	2017-18 Spring Season
UMS	Robert	Scarpa	Track & Field, Boys Head Coach		\$4,357	2017-18 Spring Season
UMS	Claire	Scarpa	Track & Field, Girls Head Coach		\$4,357	2017-18 Spring Season
UMS	Denita	Davis	Track & Field, Assistant Coach		\$3,712	2017-18 Spring Season
MHS	Walt	Walker **	Baseball, Volunteer Coach		\$0	2017-18 Spring Season



MHS	Cory	Weingart	Baseball, Volunteer Coach	\$0	2017-18 Spring Season
MHS	Matthew	Margon	Golf, Boys Volunteer Coach	\$0	2017-18 Spring Season
MHS	Matthew	Margon	Golf, Girls, Volunteer Coach	\$0	2017-18 Spring Season
MHS	Troy	Gebhart **	Lacrosse, Boys Volunteer Coach	\$0	2017-18 Spring Season
MHS	Kellye	Statz	Lacrosse, Girls Volunteer Coach	\$0	2017-18 Spring Season
MHS	Peter	Fick	Softball, Volunteer Coach	\$0	2017-18 Spring Season
MHS	Mackenzie	Pyne	Softball, Volunteer Coach	\$0	2017-18 Spring Season
MHS	Christine	Seddon	Track & Field, Volunteer Coach	\$0	2017-18 Spring Season
UMS	Vincent	Figuroa	Track & Field, Volunteer Coach	\$0	2017-18 Spring Season
UMS	Kelli	Kallens	Track & Field, Volunteer Coach	\$0	2017-18 Spring Season

### Home Instruction 2017 – 2018

Location	First	Last	Position	Hourly Rate	Dates of Employment/Notes
HS	Thomas	Romano	Home Instruction	\$59.98 per hour	02/28/2018 – 06/30/2018

### Other

Location	First	Last	Assignment	Salary/Stipend	Dates of Employment/Notes
UMS	Armando	Quiroz	Interpreter	\$20/hour or hourly rate based on salary	2017-2018 School Year - Revised

\*Pending Criminal Background Clearance

\*\* Pending completion of required paperwork