

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION**  
**Minutes of the Tuesday, September 9, 2014 6:45 P.M. Workshop and Special Public Meeting**

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

The Montgomery Township Board of Education held a Workshop and Special Public Meeting on Tuesday, September 9, 2014 at 6:45 p.m.

**OPENING OF THE MEETING**

- A. The Montgomery Township Board of Education held a workshop and special public meeting on Tuesday, September 9, 2014 in the Upper Middle School Media Center.
- B. Roll Call - The following Board members were present: Dharmesh Doshi, Humberto Goldoni, Nicholas Hladick, Judy Humza (arrived at 7:02 p.m.), Adelle Kirk-Csontos (arrived at 7:22 p.m.), Anne Michaelson, Arun Rimal and Dr. Lei Yu (arrived at 6:49 p.m.)

The following Board members were absent: Sandra Donnay

Also Present: Nancy Gartenberg, Superintendent  
Deborah Sarmir, Assistant Superintendent  
Thomas M. Venanzi, Business Administrator/  
Board Secretary  
Annette M. Wells, Associate School Business Administrator/  
Assistant Board Secretary  
Anjali Ravichandran, Student Representative

- C. EXECUTIVE SESSION – A motion was made by Ms. Michaelson and seconded by Mr. Goldoni 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. Special education litigation, items related to personnel and the superintendent's merit goals 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.

Dr. Yu arrived at 6:49 p.m.

Ms. Humza arrived at 7:02 p.m.

Ms. Kirk-Csontos arrived at 7:22 p.m.

- D. RETURN FROM EXECUTIVE SESSION – The Board returned from Executive Session at 7:40 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 January 8, 2014 and September 4, 2014. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Postings, PTSA Officers, Courier News, Princeton Packet, Trenton Times, and The Star Ledger.
- F. President Rimal then led everyone in the Salute to the Flag.
- G. President Rimal welcomed all to the workshop and special public meeting.

## **COMMITTEE/REPRESENTATIVE REPORTS**

### **Representative Reports**

#### Student Representative Report

Ms. Anjali Ravichandran, student representative, reported that summer is officially over and school is in full swing. So far, due to the block schedule, students should have been to each class twice. Ms. Ravichandran stated that students are looking forward to settling down for the year.

Ms. Ravichandran announced that students should be considering the extra-curricular activities they want to participate in as the first meetings will be held next week.

#### MTEA Report

Ms. Debra O’Reilly gave the following report:

- The Executive Board meets tomorrow for the first time for the school year.
- MTEA membership committee sponsored a new staff academy luncheon which was held on Thursday, August 21 to welcome new teachers. The MTEA social committee sponsored a light breakfast for all staff prior to the convocation on September 2<sup>nd</sup>.
- We also held a new staff workshop dinner entitled “How to Be Successful in Montgomery” on Thursday, September 4<sup>th</sup> to assist new teachers in adjusting to working in Montgomery. Veteran teachers had sensible advice and inspiring words for our new teachers.
- Thanks to a grant from New Jersey Education Association, we are hosting tables at all back to school nights with voter registration forms, informative pamphlets relating to kids being academically successful, and bottles of water for thirsty parents.
- MTEA will be sponsoring a “Meet the Candidates” night for Board of Education candidates. Details will be discussed at the MTEA Executive Board meeting on Wednesday, September 10<sup>th</sup> and will be presented to the Board soon.

**Board Member Delegate/Representative Reports**

No Report

**Board Committee Reports****Assessment, Curriculum and Instruction Committee Report**

No Report

**Finance and Budget Committee Report**

No Report

**Human Resources Committee Report**

Ms. Kirk-Csontos reported that the committee met last Friday and discussed upcoming MTEA negotiations. Mr. Rimal and Ms. Kirk-Csontos had a preliminary meeting with MTEA President, Ms. Debra O'Reilly. The committee also discussed meeting dates for the Human Resources Advisory Committee. The next meeting will be held on October 10.

**Operations and Facilities Committee Report**

Ms. Michaelson reported that the committee met yesterday and discussed the following items:

- Summer Facility Projects – There are a few projects which were not completed this summer (epoxy floor, hardware replacement, tile replacement) but will be completed when schools are closed or on second shift after school.
- Opening of Schools – Food Service/Buildings and Grounds/Transportation - overall a positive opening
  - Food service is experiencing a staff shortage. The Upper Middle School's first days off of the national school lunch program has been well received.
  - There was a chiller down at the Lower Middle School on the first day of school. It was back up and running in two days.
  - Transportation experienced the typical opening day issues with getting students on the correct bus. The transportation clerk had a positive impact in answering parent calls.
- Long-Range Facility Plan – Mr. Venanzi is continuing to narrow down the projects that the Operations and Facilities Committee will be comfortable with.

**Policy Committee Report**

No Report

**President's Report**

No Report

**BOARD/PUBLIC COMMENTS**

Mr. Walter Beadling questioned when the policy on public comment will be made available to the public for comment.

Mr. Beadling distributed a critique of the AP U.S. History curriculum which was written by Mr. Larry Krieger. Mr. Beadling gave an overview of the Mr. Krieger's history with Montgomery Township and teaching. Mr. Beadling expressed his opinion that the college board presents a negative view of history. Mr. Beadling presented several questions which he will forward to the administration and board of education members.

Mr. Rimal responded that the AP U.S. History curriculum matter has been referred to the Assessment, Curriculum and Instruction Committee for further discussion.

### **REVIEW OF MINUTES**

The board reviewed the following minutes:

August 26, 2014 Executive Session Meeting

August 26, 2014 Workshop and Business Meeting

There were no comments for changes to the minutes. The minutes will be approved at the September 16 business meeting.

### **REVIEW DRAFT BUSINESS MEETING AGENDA FOR FEBRUARY 25, 2014**

The Board reviewed the draft agenda for the September 16, 2014 Business Meeting.

### **BOARD/PUBLIC COMMENTS**

Mr. John Kumpf questioned if there will be an opportunity for the public to comment on the Public Participation at Board Meetings policy.

Mr. Beadling questioned if the entire text of the Public Participation at Board Meetings policy was read at first reading and questioned when the policy will be made available to the public.

Mr. Beadling discussed the comments made by a teacher at the last board meeting, stating they were carefully prepared and heartfelt. Mr. Beadling expressed his feeling that a comment made at the board table was unprofessional and that the teacher deserved an apology.

Mr. Rimal responded that the proposed policy will be available on the paperless website with the board agenda for next Tuesday's meeting.

### **ACTION AGENDA**

#### **4.0 PERSONNEL**

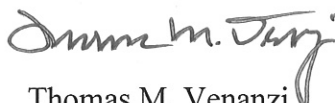
A motion was made by Dr. Yu and seconded by Mr. Hladick to approve agenda items 4.1 and 4.2 as attached (see Pages 6 - 13).

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

**ADJOURNMENT**

A motion was made by Dr. Yu and seconded by Ms. Humza to adjourn the meeting at 8:09 p.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,



Thomas M. Venanzi  
School Business Administrator/  
Board Secretary

#### 4.1 PERSONNEL

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

Location	Name	Position	Effective	Reason	Dates of Employment/Notes
UMS	Lisa Guerreiro Fuchs TCH.UM.RCTR.MG.01	Teacher/Resource Center	11/24/2014	Resignation	09/01/2005 – 11/24/2014 (or sooner if replacement is found)
UMS	Aurelle Sprout TCH.UM.ART.MG.02	Teacher/Art	02/01/2015	Retirement	09/01/1995 – 01/31/2015

##### Leaves of Absence

Location	Name	Position	Type of Leave	Dates of Leave/Notes
MHS	Keith Smith CUS.HS.CUST.NA.10	Custodian	Sick Bank	08/29/2014 – 09/15/2014
UMS	Sara Courtney Scherer LOA.UM.PSYC.MG.01	School Psychologist	Unpaid LOA  Anticipated Return	12/02/2014 – 06/30/2015 (unpaid w/o benefits)  (or sooner if replacement is found) 09/01/2015

##### Transfers/Voluntary Reassignments

New Position/Location	Name	Previous Position/Location	Step	Salary	Pro-rated	Dates of Employment/Notes
Teacher/Autism/VES	Jessica Clarke TCH.VS.AUT.MG.01	Teacher/Autism/LMS	MA 11-12	\$69,485		09/01/2014 – 06/30/2015
Teacher/Chinese @ 80%/MHS	Fang Hsueh (Jenny) Lu TCH.HS.WLNG.MG.01	Teacher/Chinese @ 60%/MHS	MA 11-12	\$55,588	Yes	09/01/2014 – 06/30/2015

Teacher/LLD/UMS	Kristen Doulis TCH.UM.LLD.MG.01	Teacher/Resource Center/UMS	BA 11-12	\$63,485	09/01/2014 – 06/30/2015
Teacher/Resource Center/UMS	Lisa Guerreiro Fuchs TCH.UM.RCTR.MG.01	Teacher/LLD/UMS	MA 9-10	\$68,045	09/01/2014 – 06/30/2015

### Appointments/Reinstatements APSMT

Location	Name	Position	Replacing	Step	Salary	Pro-rated Employment/Notes	Dates of Employment/Notes
BD	Damian Pappa DIR.BO.ASMT.NA.01	Director of Data Assessment & Accountability	Erin Peacock		\$125,000	Yes	10/13/2014 – 06/30/2015

### Appointments – Substitutes

Location	Name	Position	Status	Dates of Employment/Notes
DISTRICT	*Rachelle Hanna	Substitute Nurse	New	2014-2015 School Year
MHS	*Edward Ng	Student Teacher	New	2014-2015 School Year
DISTRICT	Susan Sheerin	Substitute Teacher	New	2014-2015 School Year
DISTRICT	Lindsay Tamuzza	Substitute/Student Teacher	New	2014-2015 School Year
DISTRICT	Salina Vitale	Substitute Teacher	New	2014-2015 School Year
DISTRICT	*Denise DeCamp	Substitute Teacher	New	2014-2015 School Year

**Appointments/Mentor Teachers**

Location	Provisional Teacher/Mentee	Mentor Teacher	Route	Stipend	Pro-rated	Dates of Employment/Notes
MHS	Matthew Fleming	Michael Girvan	Traditional	\$ 73.32	Yes	9/1/2014 – 9/30/2014
UMS	Kelsey Donovan	RESCIND Lisa Guerreiro	Traditional	\$550.00		9/1/2014 – 6/30/2015

**Home Instruction 2014-2015**

Location	Name	Position	Hourly Rate	Dates of Employment/Notes
MHS	Jennifer Amberson	Home Instruction	\$58.35/hr	2014-2015 School Year
MHS	David English	Home Instruction	\$58.35/hr	2014-2015 School Year
MHS	Kellye Statz	Home Instruction	\$58.35/hr	2014-2015 School Year

**Co-Curricular 2014-2015**

Location	Name	Position	Stipend	Dates of Leave/Notes
MHS	Dana Newbury	SAT Instructor: Math	\$4549.50 Revised	75% 2014-2015 Revised
MHS	Anna Panova	SAT Instructor: Math	\$1516.50 Revised	25% 2014-2015 Revised

**Summer Work 2014-2015**

Location	Name	Position	Rate	Dates/Notes
VES	Jaime Maccarone	Responsive Classroom Presenter	\$2,750.00	Stipend for presenting workshop



## Other

Location	Name	Assignment	14/15 Degree & Step	14/15 Salary	Pro-Rated	Dates of Employment/Notes
MHS	James Washburn	Teacher/Social Studies	MA+60 13-14	\$80,235		09/01/2014 – 06/30/2015 Salary Advancement to MA+60
LMS	Wing Yip	Teacher/MA/SS/ Grade 5	MA 7-8	\$67,040		09/01/2014 – 06/30/2015 Salary Advancement to MA
OHES	Lisa Gappa	Teacher/Remedial Math	MA+45 19	\$84,590		09/01/2014 – 06/30/2015 Salary Advancement to MA+45
OHES	Suzan Szych	TIA		\$22,222 (partial salary) (Rescinding)		Rescinding : To be paid by IDEA
OHES	Christopher Niedt	TIA @ 48%		\$11,322 (full salary)		To be paid by IDEA
OHES	Melissa Beer	TIA @ 48%		\$10,900 (partial salary)		To be paid by IDEA
DISTRICT						Revised Job Description: Director of Data, Assessment and Accountability

\*Pending Criminal History Clearance

4.2 Resolution to Approve the Superintendent Merit Goals for 2014-2015 – (see Pages 11 – 13)  
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 2014-2015 school year that will be included in its contract with the Superintendent, now, therefore, be it

Resolved, that 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.

**Quantitative Merit Goals**

**1 Professional Development**

*Utilize Professional development Teacher Survey (13-14) to guide staff training*

*Merit Criteria*

A. Determine teaching MHS staff's two weakest scoring components within the Danielson Framework for Teaching from the 2013-2014 evaluation process as compared with the 2014 PD survey (3b & 3C); identify staff within those two components areas who scored less than 3. Achieve a 20% increase in the combined average score in these two components areas when comparing 13-14 and 14-15 evaluation data.

MHS Excel spreadsheet component scores/Teachscape component score reports

	Achieved	Partial	Not Achieved
A. 1% < increase < 5%	0.8325%	0.416%	0%
B. 5% ≤ increase < 10%	1.6650%	0.8325%	0%
C. 10% ≤ increase < 15%	2.4975%	1.2488%	0%
D. 15% ≤ increase ≤ 20%	3.3300%	1.6650%	0%

**2 Explore, develop, and present a plan for the implementation of full-day kindergarten**

*Identify percentage increase to MTSD budget by adding full day kindergarten*

*Merit Criteria*

	Completed Plan % increase/prior year
A. Identify and design a plan to address personnel needs/financial impact	1.110%
B. Identify and design plan to address instructional program needs/financial impact	1.110%
C. Identify and design plan to address financial/operational needs/financial impact	1.110% 3.330%

**Technology Integration**

**3 Utilize district provided technology for instructional use**

Merit Criteria %

Achieve a 20% increase in use of district utilized technology tools-Google Office Suite (forms, slides, sheets, docs)- comparing usage from May 2014 to May 2015

Google report	Achieved	Partial	Not Achieved
A. 1% < increase < 5%	0.8325%	0.416%	0%
B. 5% ≤ increase < 10%	1.6650%	0.8325%	0%
C. 10% ≤ increase < 15%	2.4975%	1.2488%	0%
D. 15% ≤ increase ≤ 20%	3.3300%	1.6650%	0%

**Qualitative Merit Goals**

**4 Social and Emotional Learning**

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

Merit Criteria %

Poor=1	Fair=2	Good=3	Excellent=4

- A. Parent Education: Recommended district wide book discussion/lecture on SEL
- B. Develop plan to conduct training for school safety teams: targeting anti-bias/ cultural competency
- C. Administer student survey to determine ECA (club/athletic) interest schools 5-8
- D. Design district diversity webpage including professional resources for parents and staff

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

Total: District Communication with Community

**5 District Communication with Community**

*Develop and employ technology tools to support a range of information sharing.*

<i>Merit Criteria</i>					%
<i>Poor=1</i>	<i>Fair=2</i>	<i>Good=3</i>	<i>Excellent=4</i>		

A. Develop communication plan for UMS block scheduling plan for 15-16 SY

B. Design comprehensive online faculty handbook K-12

C. Design district plan aimed at increasing/embedding STEAM offerings 5-8 in related arts areas

D. Create job descriptions for UMS/MHS extra - curricular and athletic offerings as outlined in CBA

0.000%  
0.625%  
1.250%  
2.500%

1 ≤ Y ≤ 4  
5 ≤ Y ≤ 8  
9 ≤ Y ≤ 12  
13 ≤ Y ≤ 16

Total : Communication within District