

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

Meeting, Tuesday, August 23, 2022

6:00 p.m. Executive Session

7:30 p.m. Public Session

Lower Middle School Cafeteria

BUSINESS MEETING AGENDA

District Goals

- Goal 1: Equity - Increase *cultural competency* among administration, staff, and students in order to create a work and learning environment that supports diversity, equity, and inclusion.
- Goal 2: SEL - Increase staff training and implementation of research-based, trauma-informed strategies that will decrease stress, promote wellness, build resilience and create a supportive learning environment for all students, administration, and staff.
- Goal 3: Academic - Increase the understanding and implementation of *Universal Design for Learning*, a framework that guides the design of learning experiences to proactively meet the needs of all types of learners, in order to improve student success across all classroom settings.
- Goal 4: Communication - Improve all methods of communication to deliver clear and transparent district messaging to all district stakeholders by leveraging social media platforms, the website, and email blasts to increase engagement with the community.

OPENING OF THE MEETING

Call to Order – Board President

Statement of Open Meeting and Public Participation - In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing notice of meeting on January 5, 2022 and August 18, 2022. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Posting, PTSA Officers, Courier News, Montgomery News, Princeton Packet, Trenton Times, and The Star Ledger.

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

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

ROLL CALL

EXECUTIVE SESSION

It is recommended that the Board of Education adopt a resolution to convene in executive session as follows:

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.

WHEREAS, the items that are permitted to be discussed in executive session are as follows:

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law
- 7) pending or anticipated litigation or contract negotiations and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session
- 9) deliberation after a public hearing that could result in a civil penalty or other loss

NOW THEREFORE BE IT RESOLVED, that the Board of Education will be discussing items 3, 4, 7 and 8. Action may take place on these items.

The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

ROLL CALL

RECONVENE IN OPEN SESSION – 7:30 p.m.

SALUTE THE FLAG

MTSD STUDENT REPRESENTATIVE REPORT

SUPERINTENDENT’S REPORT / PRESENTATIONS

- Health and Physical Education Curriculum Presentation

NEW BUSINESS FROM BOARD/PUBLIC

The Board of Education welcomes and encourages input from the public. Members of the public are allotted one opportunity to bring any new business to the Board for up to a maximum of three (3) minutes per speaker. All comments or questions must be directed to the board president.

Before you make your comment, please state your name and address and write both in the notebook provided. Being mindful of privacy rights regarding students and board employees and to avoid any potential liability on the part of the speaker, the board discourages references to specific

individuals. While directing your comments or questions to the board president, please understand that the public comment portions of the meeting are not structured as question and answer sessions but rather are offered as opportunities for you to share your thoughts with the board. The board president may need to refer an issue to the superintendent if the particular issue has not been handled through the appropriate chain of command with the school district. However, responses may be provided at the end of this session. There are times when comments and questions will require additional fact gathering before a response is provided.

COMMITTEE/REPRESENTATIVE REPORTS

Representative Reports

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

Board Committee Reports

- Assessment, Curriculum and Instruction Committee (ACI)
- Equity Committee (EC)
- Anti-Racism and Reform Sub-Committee (ARRSC)
- Operations, Facilities and Finance Committee (OFF)
- Policy and Communications Committee (PCC)
- Human Resource Committee (HRC)
- Officers' Report

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

1. July 19, 2022 Executive Session Meeting
2. July 19, 2022 Business Meeting

CORRESPONDENCE TO THE BOARD – List of correspondence to the Board:

1. Email dated 7/18/22 from P. Rohmeyer regarding Board of Education Concerns
2. Email dated 7/25/22 from Gabika Z. regarding New Health Education Standards
3. Email dated 7/25/22 from K. Anderson regarding Town Hall Meeting
4. Email dated 8/8/22 from P. Rohmeyer regarding Board of Education Concerns

PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Action Agenda** for up to a maximum of three (3) minutes during this period of the meeting. All comments or questions must be directed to the board president. The board president may need to refer an issue to the superintendent if the particular issue has not been handled through the appropriate chain of command within the school district before coming to the board for a response. All responses will be provided at the end of this session.

ACTION AGENDA

1.0 ADMINISTRATIVE

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

1.1 Routine Monthly Reports – Accept the following report:

- a. Harassment, Intimidation and Bullying (HIB) Report

1.2 District Goals – Approve the District Goals for the 2022-2023 school year as follows:

- Goal 1: Equity
Increase *cultural competency* among administration, staff, and students in order to create a work and learning environment that supports diversity, equity, and inclusion.
- Goal 2: SEL
Increase staff training and implementation of research-based, trauma-informed strategies that will decrease stress, promote wellness, build resilience and create a supportive learning environment for all students, administration, and staff.
- Goal 3: Academic
Increase the understanding and implementation of *Universal Design for Learning*, a framework that guides the design of learning experiences to proactively meet the needs of all types of learners, in order to improve student success across all classroom settings.
- Goal 4: Communication
Improve all methods of communication to deliver clear and transparent district messaging to all district stakeholders by leveraging social media platforms, the website, and email blasts to increase engagement with the community.

2.0 CURRICULUM & INSTRUCTION

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

2.1 Consultant Approvals: 2022-2023 - Approve the following consultants for the 2022-2023 School Year:

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
United Therapy Solutions	Speech Evaluations – In and Out of District <i>Revised from 6/14/22</i>	\$450.00/Eval.
Branchburg Board of Education	Teacher of the Deaf Services Travel	\$73.09/hour \$101.17/trip

The Math Learning Center	Provide one (1) day of professional development for district staff on The Bridges math program. To be held September 1, 2022.	\$2,200.00
Renaissance	Provide professional development for district staff on the Renaissance Suite software. To be completed by November 30, 2022.	\$7,650.00 <i>To be funded by FY23 ESEA Title II</i>
NJPSA FEA	Provide one (1) two-hour professional learning session for I & RS services for all School Counselors and Vice Principals who chair I & RS Committees. To be held September 1, 2022.	\$1,000 Total <i>(\$500 from ESSER II funds \$500 from District funds)</i>

2.2 Out-of-District Placements: 2022-2023 - Approve the following Out-of-District placement for the 2022-2023 School Year:

Student ID	School	Dates	TUITION		Total for Year
			ESY	RSY	
108467	Mercer County Special Services School District	7/11/22-8/12/22	\$8,125.00		\$8,125.00
108867	Windsor Learning Center	7/5/22 - 6/23/23	\$4,690.00	\$60,200.00	\$64,990.00
107320	Center School <i>Withdrawal from ESY</i>	7/1/22 - 6/16/23	-8,885.80	-\$79,972.20	-\$88,858.00
107320	Center School	9/7/22 - 6/16/23		\$79,972.20	\$79,972.20

2.3 Approval of Participation in High School Athletics for the following students:
Students #101099, #101949 and #104043

WHEREAS, the above-mentioned students whose names are on file in the Superintendent's Office and who are residents of the Montgomery Township School District (hereinafter referred to as the "District") and are placed by the students' parents at a non-public school for the treatment of students with disabilities; and

WHEREAS, the students' parents have applied to the District to participate in the interscholastic athletic programs; and

WHEREAS, the Superintendent has determined from the records provided to her by the non-public schools that these students are in good academic standing and are, therefore, eligible for participation in the District's interscholastic athletic programs, provided the students otherwise meet the eligibility requirements set forth by the New Jersey State Interscholastic Athletic Association (NJSIAA) and the District.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby grants its approval for these students to participate in the District's interscholastic athletic programs, provided the students otherwise meet the eligibility requirements of said program. The School Business Administrator/Board Secretary is hereby authorized to issue written approval on behalf of the Board of Education to the New Jersey State Interscholastic Athletic Association consistent with this Resolution.

- 2.4 Donation - Accept the donation of two (2) DSLR cameras from Matthew Douglas Photography to be utilized by the Montgomery Township School District Photography program.
- 2.5 LinkIt! – Approve the purchase of LinkIt! Assessment and Data Management system along with support and training for the 2022-2023 school year. Total Cost is \$43,505.00, of which \$26,520.00 will be funded through the district technology budget and \$16,985.00 will be funded through the ESSER ARP Grant.
- 2.6 Professional Development Plan Fiscal Impact – In accordance with the 2022-2023 district goals, the Board hereby approves the District’s Professional Development Plan Fiscal Impact in the amount of \$140,847.00, as presented and approved in the District’s Annual Budget.
- 2.7 Professional Development Plan and Statement of Assurance – Approve the Professional Development Plan and the Statement of Assurance for the 2022-2023 school year.
- 2.8 District Mentoring Plan Statement of Assurance - Approve the Statement of Assurance for the District Mentoring Plan for the 2022 - 2023 School Year.

3.0 OPERATIONS, FACILITIES AND FINANCE

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

3.1 Acceptance of the Financial Reports

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Board of Education of the Montgomery School District to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District’s financial obligation, and

WHEREAS, N.J.A.C. 6A:23A-16.10 further requires the Board of Education of the Montgomery Township School District receive and accept the monthly financial statement, the Board Secretary’s and Treasurer’s Reports; and

WHEREAS, the Board Secretary’s and Treasurer’s Reports for the month ending July 31, 2022 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW THEREFORE BE IT RESOLVED, the Board of Education of the Montgomery Township School District acknowledges receipt of and accepts the Board Secretary's and Treasurer's Reports for the month ending July 31, 2022; and

BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certifies that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District's financial obligation.

3.2 Approval of Transfers

WHEREAS, N.J.A.C. 6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line item accounts for each line item account shown on the budget prepared in accordance with N.J.S.A. 18A:22-8; and

WHEREAS, Board Policy 6422 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified and duly recorded in the minutes at a subsequent Board meeting; and

WHEREAS, transfers were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education ratifies and approves the transfers through July 31, 2022 within the 2022-2023 school year budget, as approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district's financial obligations, as requested by various district;

BE IT FURTHER RESOLVED, this resolution shall take effect immediately, and the Montgomery Township Board of Education authorizes the Superintendent, Board President and School Business Administrator to sign any documents on behalf of the Montgomery Board of Education with regard to exercising the intent of this resolution.

3.3 Approval of Bill List Fiscal Year 2022

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Board of Educations to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills dated August 23, 2022 is being presented to the board with the recommendation that they be ratified and paid respectively; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education approves the list of bills for payment in the grand sum of \$5,388,368.87 and

General Account	\$5,367,967.21
Food Service Account	\$ 20,401.66
TOTAL	\$5,388,368.87

BE IT FURTHER RESOLVED, the list of bills is on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the Montgomery Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting in accordance with Board Policy 6470 – Payment of Claims.

- 3.4 Travel Reimbursement – 2022-2023 – Approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 8/23/22.
- 3.5 Mileage Reimbursement Rate for Use of Personal Vehicle Increase – approve the mileage reimbursement rate of \$0.47 per mile for use of personal vehicle effective July 1, 2022 as per the Fiscal Year 2023 Appropriations Act.
- 3.6 Public Agency Compliance Officer (P.A.C.O.) – In accordance with N.J.A.C. 17:27-3.3 the Board designates Alicia M. Schauer as the Public Agency Compliance Officer to ensure the Districts implementation and administration of all procedures pertaining to Equal Employment Opportunity and Affirmative Action for public procurement for the district.
- 3.7 Rescind the Athletics Training Services Agreement with Robert Wood Johnson University Hospital Somerset – rescind the athletics training services agreement with Robert Wood Johnson University Hospital Somerset which was effective November 23, 2020 to June 30, 2023 and board approved on January 26, 2021.
- 3.8 Approval for an Athletic Training Services Agreement with JAG-ATC, LLC in Bridgewater, NJ – approve an athletic training services agreement with JAG-ATC LLC located in Bridgewater, NJ effective July 3, 2022 to June 30, 2025 to provide licensed athletic training services to school student athletes on an as needed basis at a rate of \$65.00 per hour per athletic trainer not to exceed \$6,000.
- 3.9 Approval of Joint Transportation Agreement – approve joint transportation agreement with Camden County Educational Services Commission (CCESC) as the host and Montgomery as the joiner at a total cost of \$2,236.87 for the Extended School Year to Archway School, Atco as follows:

<u>Route#</u>	<u>Destination</u>	<u># CCESC Students</u>	<u># Montgomery Students</u>	<u>Joiner Cost</u>
ESYLYND	Archway Lower School, Atco	3	1	\$2,236.87

- 3.10 Approval of Joint Transportation Agreement – approve joint transportation agreement with Camden County Educational Services Commission (CCESC) as the host and Montgomery as the joiner at a total cost of \$16,113.06 for 2022-2023 school year to Archway School, Atco as follows:

<u>Route#</u>	<u>Destination</u>	<u># CCESC Students</u>	<u># Montgomery Students</u>	<u>Joiner Cost</u>
948	Archway Lower School, Atco	5	1	\$16,113.06

- 3.11 Approve the Supplemental Agreement with Parette Somjen Associates – approve the supplemental agreement with Parette Somjen Associates regarding DOE applications/ building acquisition as follows:

WHEREAS, the Public School Contracts Law defines architectural services as professional services not subject to competitive bidding;

WHEREAS, the Montgomery Township Board of Education is in need of architectural and engineering services to complete and submit project applications to the DOE for review and approval for the Early Childhood Center (FKA Kid Connection) Building Acquisition in connection with a proposed facilities improvements; which require the expertise of licensed architects and engineers:

THEREFORE BE IT RESOLVED, that the Montgomery Township Board of Education approves a contract in the amount of \$15,000.00 for Architectural Services in connection with the aforementioned project to Parette Somjen Architects of Rockaway, New Jersey.

THEREFORE BE IT FURTHER RESOLVED, that the Montgomery Township Board of Education approve the submission of an application of said plans as a School Facilities Project to the NJDOE; and

THEREFORE BE IT FURTHER RESOLVED, that the Montgomery Township Board of Education approves a submission of said plan as other Capital Project to the NJDOE, and

THEREFORE BE IT FURTHER RESOLVED, that Montgomery Township Board of Education approves any necessary amendments to the District’s current Long Range Facilities Plan pursuant to the above-noted project.

THEREFORE BE IT FURTHER RESOLVED, that the district is not seeking State Debt Service funding for this project; and

THEREFORE BE IT FURTHER RESOLVED, that the School Business Administrator is authorized to execute the Agreement on behalf of the Board.

- 3.12 Approve Service Agreement with U.S. OMNI & TSACG Compliance Services, Inc. – approve U.S. OMNI & TSACG Compliance Services, Inc. to provide third party administrator services for Montgomery Township Board of Education employees’ 403(b) and 457 retirement plans effective September 1, 2022 at no cost to the Board.

3.13 Resolution Authorizing Disposal of Surplus Items – approve the following resolution:

WHEREAS, the Montgomery Township Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board are desirous of selling said surplus items in an “as is” condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Montgomery Township Board of Education, Skillman, NJ, as follows:

- (1) The sale of the surplus items shall be conducted through GovDeals pursuant to the Local Unit Technology Pilot Program and Study Act (P.L. 2001,c,30). The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Montgomery Township Board of Education.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) A List of the surplus property to be sold is as follows:

Vendor	Grade	Item	Qty
Houghton Mifflin Harcourt	K	MIF Student Workbook Bundle (4 parts) Item 1470586 ISBN 978-0547-646-800	100
Houghton Mifflin Harcourt	1	MIF Student Workbook Bundle A & B Item 1098729 ISBN 978-0669-026-163	40
Houghton Mifflin	2	MIF Student Workbook Bundle A & B Item 1098743 ISBN 978-0669-026-146	50
Houghton Mifflin	3	MIF Student Workbook Bundle A & B Item 1099712 ISBN 978-0669-028-416	80
Houghton Mifflin	4	MIF Student Workbook Bundle A & B Item 1099715 ISBN 978-0669-028-430	40

- (5) The surplus items as identified shall be sold in an ”as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The Montgomery Township Board of Education reserves the right to accept or reject any bid submitted.
- (7) The Board of Education authorizes the Board President, Board Secretary and any other necessary officer the right to pursue any and all appropriate methods of reimbursement in conjunction with GovDeals including but not limited to Follett School Solutions Budget Savings Textbook Buyback Program.

- (8) Any surplus property unsold after the auction shall be offered without cost to school related community organizations or charitable and nonprofit organizations located within the district or discard the surplus property in a manner consistent with the public interest.
- (9) BE IT FURTHER RESOLVED, the Board President, Board Secretary and any other necessary officer, official or employee of the Board are hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution, including the execution of the auction.

3.14 Approval for Kitchen Equipment for Village Elementary School Kitchen/Orchard Hill Elementary School Kitchen – award the contract to Map Restaurant Supplies for cafeteria appliances totaling \$35,758.00 at VES and OHES:

Location	Model # & Description	Quantity	Amount	Total Amount
Orchard Hill Elementary School	C539-HFC-U-GY Mobile-Heated Cabinets	2	\$2,865.00	\$5,730.00
Village Elementary School	BSR49T-HC Reach-in Refrigerator	1	\$2,859.00	\$2,859.00
Village Elementary School	BSF 49T-HC Reach-in Freezer	1	\$3,735.00	\$3,735.00
Village Elementary School	T38710 – Hot Food Serving Counter	1	\$5,032.00	\$5,032.00
Village Elementary School	R38716 – Serving Counter Cold Food	1	\$7,417.00	\$7,417.00
Village Elementary School	38703 – Serving Counter Utility	2	\$4,060.00	\$8,120.00
Village Elementary School	C539-HFC-U-GY Mobile-Heated Cabinets	1	\$2,865.00	\$2,865.00
Total				\$35,758.00

3.15 Receipt and Award of Bid – Winter Athletics Awards, Equipment, Supplies and Uniforms B23-03 – Bids were received on July 26, 2022 for the contract for Winter Athletics Awards, Equipment, Supplies and Uniforms for the Montgomery School District as follows:

<u>Vendor</u>	<u>Bid Amount</u>
BSN Sports LLC Dallas TX	\$16,983.41
MFAC LLC W Warwick, RI	\$4,599.00
Riddell N Ridgeville, OH	\$4,882.29

Sportsman's Johnstown, PA	\$15,603.74
Total Bids	\$42,068.44

It is recommended that the Board of Education award B23-03 Winter Athletics, Awards, Equipment, Supplies and Uniforms contract for August 23, 2022 – June 30, 2023 as follows:

<u>Vendor</u>	
BSN Sports LLC Dallas TX	\$11,407.85
MFAC LLC W Warwick, RI	\$1,095.00
Riddell N Ridgeville, OH	\$419.00
Sportsman's Johnstown, PA	\$6,475.10
Total Bid Awarded	\$19,396.95

- 3.16 Resolution/Rejection of Bid – Winter Athletics Awards, Equipment, Supplies and Uniforms for the Montgomery High School and the Montgomery Upper Middle School – reject the bids from the following vendors; pursuant to N.J.S.A. 18A; 18A-22; e. The purposes or provisions or both N.J.S.A 18A; 18A-1 et seq. are being violated:

Sportsman's, Johnstown, PA – The low bid received for the following items are being rejected because the vendor cannot supply the requested bid items. The vendor substituted the requested bid items for another style/ brand item:

- Boys Basketball – Mark V Basketball Scorebooks
- MS Baseball – Schutt Hollywood Bases
- MS Softball – Original Hollywood Bases
- MS Basketball – Mark V Basketball Scorebooks

BSN Sports, Dallas, TX – The low bid received for the following item is being rejected because the vendor cannot supply the requested bid item. The vendor substituted the requested bid for another style/brand. The style must match current uniform in use, or requested brand:

- MS Softball – Youth Catcher's Gear Full Pack

Riddell, N Ridgeville, OH – The low bid received for the following item is being rejected because the vendor cannot supply the requested bid item. The vendor substituted the requested bid item for another style/brand. The style must match current uniform in use or requested brand:

- MS Baseball – Pacific Headwear 901F Universal Fit, Pro Wool Custom Baseball Cap

4.0 PERSONNEL

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

ANNOUNCEMENTS BY THE PRESIDENT

ADJOURNMENT