

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

**Meeting, Tuesday, December 17, 2024**  
**6:00 p.m. Executive Session**  
**7:00 p.m. Public Session**

**Orchard Hill Elementary School Cafeteria**

**BUSINESS MEETING AGENDA**

2024-2025 District Goals

- Goal 1: The Student Experience: Student Achievement, Teaching and Learning  
To cultivate a learning community that is safe, comprehensive, and customized to provide a balanced academic, creative, and engaging experience to prepare students to make an impact on the future.
- Goal 2: Communication, Community Engagement, and Outreach  
Increase community engagement by improving two-way communication so that all community members are well-informed and feel connected.
- Goal 3: Climate and Culture (Social-Emotional Learning (SEL) – Cultural Sensitivity, Health and Wellness, Resilience)  
Enhance the social-emotional learning environment to support the development and resiliency of all learners.

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 8, 2024 and December 12, 2024. 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 – 7:00 p.m.

## SALUTE THE FLAG

## MTSD STUDENT REPRESENTATIVE REPORT

## SUPERINTENDENT’S REPORT / PRESENTATIONS

## 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)
- Operations, Facilities and Finance Committee (OFF)
- Policy and Communications Committee (PCC)
- Human Resource Committee (HRC)

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

1. November 19, 2024 Executive Session I
2. November 19, 2024 Executive Session II
3. November 19, 2024 Executive Session III
4. November 19, 2024 Business Meeting

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

None

ACTION AGENDA ITEMS PUBLIC COMMENT

The Board of Education welcomes and encourages input from the public. Members of the public are allotted one opportunity to address the Board regarding the **Action Agenda items ONLY** for up to a maximum of three (3) minutes per speaker. All comments must be directed to the Board. Before you make your comment, please state your full name and address and enter both on the chromebook provided. Being mindful of privacy rights regarding students, board employees, and board members, and to avoid any liability on the part of the speaker, the board discourages defamatory and discourteous remarks. The public comment portions of the meeting are not structured as question-and-answer sessions but rather are offered as opportunities for the public to share their thoughts with the Board. The Board may need to refer an issue to the superintendent if the issue has not been handled through the appropriate chain of command, usually starting at the school level. Responses may 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 reports:

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

1.2 Policy/Regulation Second Reading – Accept and adopt the following policies and regulations following a second reading:

- |       |   |
|-------|---|
| 3160  | Physical Exam, Teaching Staff Members                                     |
| 3160R | Physical Exam, Teaching Staff Members                                     |
| 4160  | Physical Exam, Support Staff Members                                      |
| 4160R | Physical Exam, Support Staff Members                                      |
| 8820  | Opening Exercises/Ceremonies  |
| 9181  | Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants |

1.3 FY2025 ESEA, Title Grant Amendment – Approve an amendment to the FY2025 ESEA Grant. The amendment is being requested to include carry over funds in the amount of \$80,484.

1.4 District Calendar Approval - Approve the Academic District Calendar for the 2025-2026 school year.

**2.0 CURRICULUM & INSTRUCTION**

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

2.1 Consultant Approvals for Special Services: 2024-2025 - Approve the following consultants for Special Services the 2024-2025 School Year:

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
Sunbelt Staffing	Speech Language Pathologists	\$80.00 – \$105.00/per hour
	Speech Language Pathologists Assistant, Physical Therapists Assistant, & Occupational Therapists Assistant	\$55.00 - \$65.00/per hour
	Social Workers & Occupational Therapists	\$70.00 – \$90.00/per hour
	ABA/RBT	\$55.00 - \$80.00/per hour
	Physical Therapists	\$80.00 - \$95.00/per hour
	Sign Language Interpreters	\$80.00 – \$90.00/per hour
	Registered Nurses – LPN/ RN	\$60.00 - \$95.00/per hour
	School Psychologists	\$85.00 - \$105.00/per hour
	Music Therapists	\$55.00 - \$70.00/per hour
	Teachers of the Visually Impaired	\$65.00 - \$95.00/per hour
	Deaf and Hard of Hearing Teacher	\$55.00 - \$80.00/per hour
	Special Education Teachers	\$65.00 - \$85.00/per hour
	Counselors	\$70.00 - \$90.00/per hour
	Adaptive Physical Education Teachers	\$66.00 - \$90.00/per hour
	Board Certified Behavior Therapist	\$65.00 - \$90.00/per hour
Paraprofessional/CNA/ Teacher’s Aide	\$55.00 - \$80.00/per hour	
		<i>Not to Exceed \$60,000.00</i>
The Center for Developmental Psychiatry	Psychiatric Evaluations	\$1,000.00/per evaluation  <i>Not to Exceed \$10,000.00</i>

2.2 Consultant Approvals for Curriculum and Instruction: 2024-2025 - Approve the following consultants for Curriculum and Instruction for the 2024-2025 School Year:

<b>CONSULTANT NAME/VENDOR</b>	<b>SERVICES PROVIDED</b>	<b>RATES OF SERVICE</b>
American Reading Co.	Provide professional development to staff on reading assessments.	Not to Exceed \$2,400.00 <i>To be funded by ESEA Title II</i>
NJCIE (New Jersey Coalition for Inclusive Education)	Provide professional development to related arts teachers at OHES and VES around inclusive best practices.	Not to Exceed \$1,250.00 <i>To be funded by ESEA Title II</i>
Color Me Mine	Provide a pottery painting class for Village Elementary Title I students.	Not to Exceed \$1,000.00 <i>To be funded by ESEA Title I</i>
TW Math Consulting	Provide professional development and coaching for implementation of best practices in math instruction.	Not to Exceed \$6,000.00 <i>To be funded by ESEA Title II</i>
IDE Corp.	Professional Learning Services inclusive of: Universal Design for Learning Workshops and Coaching – Reference RFP #24-05	Not to Exceed \$23,560 <i>To be funded by IDEA CE-IS</i>

2.3 New Special Education Program at OHES - Approve the establishment of a new Special Education program, Emotional Regulation Impairment, at Orchard Hill Elementary School effective January 2, 2025.

**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 October 31, 2024 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 October 31, 2024; 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 October 31, 2024 within the 2024-2025 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 regards to exercising the intent of this resolution.

### 3.3 Approval of Bill List Fiscal Year 2025

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 December 17, 2024 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 \$12,947,552.56; and

General Account	\$12,785,294.14
Food Service Account	\$ 162,258.42
TOTAL	\$12,947,552.56

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 – 2024-2025 – Approve the Board member and/or staff conference and travel expenses as per the travel reimbursement list dated 12/17/24.
- 3.5 Public Agency Compliance Officer (P.A.C.O.) – In accordance with N.J.A.C. 17:27-3.3 the Board designates Andrew Italiano 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.
- 3.6 Acceptance of FY2024 Audit Annual Comprehensive Financial Report (ACFR) – Approve the following resolution:

WHEREAS, the Montgomery Township Board of Education engaged the firm Suplee, Clooney & Company to conduct a yearly audit of the District’s financial reports; and

WHEREAS, the firm audited these records for the 2023-2024 school year; and

WHEREAS, the auditor has submitted a full report of the audit to the Board; and

WHEREAS, no recommendations were reported; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Township of Montgomery, does hereby accept and place on file the 2023-2024 Annual Audit Report of the records and report of examination of the financial statements for the year ending June 30, 2024, as submitted by the firm Suplee, Clooney & Company; and

BE IT FURTHER RESOLVED, that the Board Secretary be directed to file the necessary reports with the New Jersey State Department of Education.

- 3.7 Approve the Following Resolution Regarding the 2023-2024 Audit:

WHEREAS, the Montgomery Township Board of Education is in receipt of the Comprehensive Annual Financial Report FY 2023-24 (CAFR) and the Auditor’s Management Report as prepared and submitted by Suplee, Clooney & Company; and

WHEREAS, the Montgomery Township Board of Education is required to accept the report and approve the corrective action plans for any recommendations from the auditing firm; and

NOW, THEREFORE BE IT RESOLVED that the Montgomery Township Board of Education accepts and files with the Department of Education the Comprehensive Annual Financial Report and Management Report on Administrative Compliance and Performance for the Fiscal Year Ended June 30, 2024 and approves the following corrective action plan:

RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	PLANNED COMPLETION DATE OF IMPLEMENTATION
2024-001	That accounting controls be improved to better track grant expenditures in their proper reporting periods.	BA will work with key staff to ensure timely grant drawdowns and that state reports match the accounting software.	Acting School Business Administrator Andrew Italiano	December 18, 2024

3.8 Approval of Lease Purchase Services – Approve Hunterdon County Educational Services Commission to provide lease purchase Bidding Advisory Services as follows:

WHEREAS, the Montgomery Township Board of Education (District) has resolved to acquire seven 54-passenger school buses; and

WHEREAS, financing in the amount of \$1,080,837.24 is needed to pay for the balance of this acquisition; and

WHEREAS, the Hunterdon County Educational Services Commission (HCESC) Lease Purchase Bidding Advisory Service has the expertise and proven track record for developing lease purchase Request for Bid (RFB) and Request for Quote (RFQ) specifications for school districts and governmental units in New Jersey; and

WHEREAS, 18A:18A-5. Any contract, the amount of which exceeds the bid threshold, shall be negotiated and awarded by the board of education by resolution at a public meeting without public advertising for bids and bidding therefore if it is to be made or entered into with the United States of America, the State of New Jersey, county or municipality or any board, body, officer, agency, authority or board of education or any other state or subdivision thereof; and

WHEREAS, based on the RFP/RFQ responses, HCESC will prepare an analysis and recommendation for award to the lowest responsible respondent; and



WHEREAS, HCESC will, as necessary, assist the District with the closing process of the lease purchase transaction; and

NOW, THEREFORE BE IT RESOLVED that the District retains the HCESC Lease Purchase Bidding Advisory Service to advise the district in structuring the repayment stream, develop appropriate RFP/RFQ Lease Purchase Specifications and documents to best meet the fiscal needs of the District Board of Education; and

BE IT FURTHER RESOLVED that the District will pay HCESC their board approved rate of ½ of 1% of the financial transaction amount but not less than \$1,250 or more than \$9,500; and

BE IT FURTHER RESOLVED that the District Board President and Business Administrator/Board Secretary is authorized to execute any and all related closing documentation after recommendation by HCESC and review of Board counsel.

- 3.9 Approval for the purchase of (7) 54 passenger buses from AT New York LLC (Allegiance Truck) – Approve the purchase of seven (7) 54 passenger buses entered into ESCNJ 23/24 24-24 as follows:

<u>Vendor</u>	<u>Contract #</u>	<u>Bus Description</u>	<u>Amount</u>
AT New York City LLC Allegiance Truck Newark, NJ	ESCNJ 23/24 24-24	(7) -54 passenger buses	\$154,405.32 each
Total: Seven (7) Buses			\$1,080,837.24

- 3.10 Approve SOAR Private Music Lessons – Approve the following to teach SOAR private music lessons at an hourly rate of \$65.54 and not to exceed \$16,000:

Name	Dates
Matthew Brown	12/18/24 – 6/30/25

- 3.11 Receipt and Award of Bid - B25-03 Spring Athletics Awards, Equipment, Supplies and Uniforms for the Montgomery Township School District – Bids were received on December 6, 2024 for the Spring Athletics Awards, Equipment, Supplies and Uniforms for the Montgomery school District as follows:

<u>Vendor</u>	<u>Amount</u>
BSN Sports Dallas, TX	\$5,069.31
Sportsman Johnstown, PA	\$5,690.64

For Approval and Award Bid 25-03 for Spring Athletics Awards, Equipment, Supplies and Uniforms for the Montgomery Township School District as follows:

<u>Vendor</u>	<u>Amount</u>
BSN Sports Dallas. TX	\$5,069.31
Sportsman Johnstown, PA	\$5,690.64
Total Bids Awarded for B25-03	<u>\$10,759.95</u>

Resolution/Rejection of Bid 25-03 - Spring Athletic Awards, Supplies and Uniforms for the Montgomery Township School District – It is recommended the Board of Education reject the bids from the following vendors pursuant to N.J.S. 18A:18A-22:

e. The purposes or provisions or both N.J. S. 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 item. The vendor substituted the requested bid for another style/brand. The style must match current uniform in use or requested brand:

- Girls Lacrosse – STX Lacrosse Bag
- Middle School Baseball- Peterson Scoremaster Scorebooks
- Middle School Spring Track- Gildan Unisex Softstyle T-shirts

BSN Sports, Dallas, TX - The low bid received for the following items are 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:

- Middle school Boys Lacrosse- Training Cones: Orange (50 pack)

3.12 Approve Edmentum Co. – Approve the Edmentum Co. to provide virtual online services to tutor identified students throughout the District through the NJ High Impact Tutoring Grant in the amount of \$125,430.00 entered on behalf of OMNIA Co-Op R191903 for the 24/25 school year as follow:

<u>Vendor</u>	<u>Amount</u>
Edmentum Co. Chicago, IL	\$125,430.00

3.13 Approval to Withdraw From Capital Reserve To Fund Local Share of ROD Grant Project –

RESOLVED, that the Board, upon the recommendation of the Superintendent of Schools, approves to withdraw from capital reserve to fund the local share costs of the Montgomery Township School District Upper Middle School HVAC System Upgrades School Facilities Project (Grant G5-6744 / NJDOE Project 3320-070-23-R502).

3.14 Approval to Withdraw From Capital Reserve To Fund Local Share of ROD Grant Project –

RESOLVED, that the Board, upon the recommendation of the Superintendent of Schools, approves to withdraw from capital reserve to fund the local share costs of the Montgomery Township School District Upper Middle School Roof Replacement School Facilities Project (Grant G5-6743 / NJDOE Project 3320-070-23-R501)

3.15 Approval of Professional Services for the Upper Middle School Roof Replacement –

RESOLVED, that the Board authorizes the Business Administrator to enter into an agreement with Parette Somjen Architects, LLC for professional services for the Upper Middle School Roof Replacement Project in the amount not to exceed \$135,000.00; and

FURTHER RESOLVED, that the Board authorizes the Business Administrator and Parette Somjen, LLC to solicit bids for the purpose of completing this project.

3.16 Settlement Agreement – Approve the following resolution pertaining to a special education settlement Addendum agreement:

BE IT RESOLVED by the Montgomery Township Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release Addendum (hereinafter referred to as “Agreement”) between the Board and the Parents of a student whose name is on file in the Superintendent’s office, and which Addendum Agreement is located in the student’s file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Agreement, and any other documents necessary to effectuate the settlement.

3.17 Approve Contract with School Accounting and Consulting Services to Perform a School Business Administrator Search Service – Approve a contract with School Accounting and Consulting Services to perform a school business administrator search service at a cost of \$8,500 with an optional additional cost of \$1,000 to partake in final interviews with candidates.

3.18 Approve Transportation Agreement with Taykz Time, LLC – Approve a transportation agreement with Taykz Time, LLC for Route #Q33H (McKinney-Vento) not to exceed \$22,000 for the remainder of the 2024-2025 school year.

#### **4.0 PERSONNEL**

The Superintendent recommends that the Board of Education approve Personnel Resolutions which may include: Resignations/Retirements, Leaves of Absence, Appointments of Staff, Transfers Voluntary/Involuntary, Appointments Funded by ESEA Grant, Appointments of Mentor Teachers, Appointments of SOAR, Appointments of Substitutes, Appointments of Visual and Performing Arts, Tuition Reimbursement, Appointments of Co-Curricular, Appointments of Extra Curricular Activities, and Other following discussion in Executive Session.

### NEW BUSINESS FROM 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 must be directed to the Board. Before you make your comment, please state your full name and address and enter both on the chromebook provided. Being mindful of privacy rights regarding students, board employees, and board members, and to avoid any potential liability on the part of the speaker, the board discourages defamatory and discourteous remarks.

The public comment portions of the meeting are not structured as question-and-answer sessions. The Board may need to refer an issue to the superintendent if the issue has not been handled through the appropriate chain of command, usually starting at the school level. Responses may be provided at the end of this session.

### CLOSING DISCUSSION OF THE BOARD

### ADJOURNMENT