

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Skillman, New Jersey 08558

Meeting, Tuesday, March 15, 2016
7:00 p.m. Executive Session
7:30 p.m. Public Session
Upper Middle School Media Center

DRAFT AGENDA FOR REGULAR BUSINESS MEETING

2015-2016 District Goals

Goal 1: To review, evaluate and assess current programs and staffing structures to determine gaps/needs. Raise academic performance of all demographics and results should compare favorably against similar districts year after year. Special focus on the MHS Science department, where a measurement of student achievement will be developed in 2015 and used every year to measure positive progress.

Goal 2: To identify and implement social emotional learning programming to be addressed district wide through the counseling programs. Specifically, implement evidence based social and emotional learning programs with the aim to prevent bullying, discipline problems and improving school climate (and stress) for all children.

Goal 3: To identify and effectively utilize specific communication practices with students, parents, staff and community members that are timely, accessible, and consistent in message. Administer a district-wide communications survey and compare the results with the Spring 2013 results.

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 7, 2016 and _____. 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, 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.

This meeting is being tape-recorded for the purpose of Board review and future reference and to assist in the preparation of minutes.

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

ROLL CALL

EXECUTIVE SESSION

RECONVENE IN OPEN SESSION – 7:30 p.m.

SALUTE THE FLAG

NEW BUSINESS FROM BOARD/PUBLIC

Members of the public are allotted one opportunity to bring any new/old business to the Board for a maximum of five (5) minutes per speaker. 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.

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

1. February 9, 2016 Executive Session Meeting
2. February 9, 2016 Organization and Special Meeting
3. February 23, 2016 Executive Session Meeting
4. February 23, 2016 Business Meeting

ACCEPTANCE OF CORRESPONDENCE – It is recommended that the Board of Education accept the correspondence as follows:

SUPERINTENDENT’S REPORT

ACTION AGENDA

PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Superintendent’s Report** or the **Action Agenda** for a maximum of five (5) minutes during this period of the meeting. All responses will be provided at the end of this session.

1.0 ADMINISTRATIVE

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

1.1 Routine Monthly Report – Accept the following reports:

1. Student Control Report
2. Harassment, Intimidation and Bullying (HIB) Report
3. Teacher Absence Report
5. Fire/Security Drill Report

1.2 Policy Adoption – Accept and adopt the following policies following a second reading:

0152	Board Officers
2436	Activity Participation Fee Program
5465	Early Graduation

2.0 CURRICULUM & INSTRUCTION

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

3.0 FINANCE

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

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 February 29, 2016:

- 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 February 29, 2016

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 February 29, 2016 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 February 29, 2016 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 March – approve the monthly bills as follows:

General Operating
Food Service

3.6 Travel Reimbursement – 2015/2016 – approve the Board member and/or staff conference and travel expenses as per the attached list.

3.7 A. Adoption of the 2016-2017 Tentative Budget – that the Board of Education adopt the 2016-2017 tentative budget as follows:

General Fund Current Expense	\$
General Fund Capital Outlay	\$
Special Revenue Fund	\$
Debt Service Fund	\$
Total Tentative Budget	\$

B. Amount to be Raised for Taxes – General Fund – that the Board of Education acknowledge that \$_____ be raised for General Funds which includes the use of \$_____ in banked cap funds for the ensuing school year (2016-2017).

- Montgomery portion \$
- Rocky Hill portion \$

C. Amount to be Raised for Taxes – Debt Service – that the Board of Education acknowledge that \$_____ be raised to support the debt service budget for the ensuing school year (2016-2017).

- Montgomery portion \$
- Rocky Hill portion \$

D. Advertise Tentative Budget for Public Hearing – that the Board of Education authorize the advertisement of the tentative budget in the Courier News in accordance with the form suggested by the State Department of Education and according to law and establish that the public hearing be held in the Upper Middle School media center on April 26, 2016 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2016-17 school year.

3.8 Approval of the Adoption of Estimated Tuition Rates for 2016-2017 - establish the following estimated tuition rates for the 2016-2017 school year:

Integrated Preschool	\$ 3,500
Kindergarten	\$
Grades 1-5	\$
Grades 6-8	\$
Grades 9-12	\$
Learning Language Disabled (LLD)	\$
Autistic	\$
Preschool Disabled (PSD)	\$
Moderate Cognitive Impaired	\$

3.9 Approval of Resolution – School District Accountability – A-5

Whereas, the State of New Jersey has enacted P.L. 2007, An Act Concerning School District Accountability (A-5) requiring boards of education to annually approve the total amount of funds budgeted for travel and conferences for all faculty, staff, administration and board members, and

Whereas the ACT became effective on March 15, 2007 and requires prior approval of all travel and conference costs before they are incurred, and

Whereas, such travel expenditures shall include, but not be limited to, all costs for transportation, meals, lodging and registration and conference fees to and for the travel event,

Whereas, the board of education must establish an annual maximum per employee for regular business travel and that annual maximum is established in board policy 6471 as \$1,500 where prior board approval is not required, and

Whereas, the board of education elects to exclude travel expenditures by federal funds from the maximum travel expenditure amount and acknowledges the following travel costs for federal programs:

2015-16 Budget	\$
2015-16 Expenditures through 2/28/16	\$
2016-17 Projected Budget	\$

NOW THEREFORE BE IT RESOLVED, that the following budget and expended amounts are acknowledged and costs of travel and conferences through the use of local and state funds are approved for the 2015-16 school year and the 2016-17 school year:

Total amount budgeted for travel and conferences 2015-16	\$
Total amount expended July 1, 2015 – Feb. 29, 2016	\$
Total amount budgeted for travel and conferences 2016-17	\$

3.10 Establishment of Maximum Dollar Limits for Professional Services – Approve the following maximum dollar limits for professional services for the 2016-17 fiscal year:

<u>Professional Service</u>	<u>Dollar Amount</u>
Legal	\$275,000
Auditing	\$35,000
Architecture/Engineering	\$250,000
School Physician	\$25,000
Educational Services Consultants (evaluations, O.T., P.T., speech, etc.)	\$525,000

Financial Advisor

\$20,000

- 3.11 Renewal of Contract/Electrician (Bid #B15-02) – renew for the 2016-2017 school year the following bid; B15-02 of 2014-2015, awarded on April 22, 2014 and renewed on April 28, 2015 in accordance with N.J.S.A. 18A:18A-42.

Vendor

MTB Electric, LLC
Long Valley, NJ

July 1, 2016 – June 30, 2017
Hourly Rate- \$80.42
8:00 AM-4:00 PM
Evening Rate- \$100.00
4:00 PM-8:00 AM
Overtime Rate-Sat., \$120.63
Sun. & Holidays
Part Mark-Up %: 0%

The renewal is at no increase to the Board of Education.

- 3.12 Renewal of Contract/Air Conditioning, Refrigeration and Ventilation Repair and Service (B16-03) – renew for the 2016-2017 school year the following bid; B16-03 of 2015-2016, awarded on May 19, 2015 in accordance with N.J.S.A. 18A:18A-42.

Vendor

Core Mechanical, Inc.
Pennsauken, NJ

July 1, 2016 – June 30, 2017
Hourly Rate- \$83.83
8:00 AM-4:00 PM
Evening Rate- \$111.75
4:00 PM-8:00 AM
Overtime Rate-Sat., \$139.90
Sun. & Holidays
Part Mark-Up %: 15%

The renewal is at no increase to the Board of Education.

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