

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

**Meeting, Tuesday, February 27, 2018**  
**6:45 p.m. Executive Session**  
**7:30 p.m. Public Session**  
**Upper Middle School Media Center**

**AGENDA FOR REGULAR BUSINESS MEETING**

2017-2018 District Goals

- Goal 1: Maximize the social-emotional and academic growth of every student
- Goal 2: Ensure a learning environment that promotes excellence
- Goal 3: Strengthen stakeholder relationships to support and enhance student learning
- Goal 4: Optimize operational and financial resources to enhance student experience

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 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 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

It is recommended that the Board convene in Executive Session for the purpose of discussing items related to personnel, harassment, intimidation and bullying incidents, and negotiations with the Montgomery Township Education Association. When the need for confidentiality no longer exists, the matters will be disclosed to the public.

RECONVENE IN OPEN SESSION – 7:30 p.m.

## SALUTE THE FLAG

### PRESENTATIONS

- Model UN Recognition
- Anti-Bias Presentation
- Operations Budget Presentation
- Curriculum and Instruction Budget Presentation

## SUPERINTENDENT'S REPORT

### NEW BUSINESS FROM BOARD/PUBLIC

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

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

1. January 9, 2018            Executive Session Meeting
2. January 9, 2018            Organization and Workshop and Business Meeting
3. January 23, 2018        Executive Session Meeting
4. January 23, 2018        Business Meeting

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

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

### PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Action Agenda** for up to a maximum of five (5) 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 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**

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

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		Total for Year
			ESY	RSY	
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**

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 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.
- 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**

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

#### ANNOUNCEMENTS BY THE PRESIDENT

#### ADJOURNMENT