

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

**Meeting, Tuesday, October 27, 2009**  
**7:00 p.m. Executive Session**  
**7:30 p.m. Public Session**  
**Upper Middle School Media Center**

**AGENDA FOR REGULAR BUSINESS MEETING**

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 April 29, 2009 and October 19, 2009. 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, The Spectator 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.

SALUTE THE FLAG

ROLL CALL

EXECUTIVE SESSION

It is recommended that the Board convene in Executive Session to discuss employment of personnel matters. When the need for confidentiality no longer exists, the matter will be disclosed to the public.

RECONVENE IN OPEN SESSION

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

September 15, 2009 Executive Session Meeting  
September 15, 2009 Workshop Meeting  
September 22, 2009 Executive Session Meeting  
September 22, 2009 Business Meeting

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

1. Letter from M/M Thayer dated October 12, 2009 regarding consent forms

#### 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.

#### SUPERINTENDENT’S REPORT

- Student Recognition
- Referendum Projects for Upper Middle School
- Presentation of Annual Audit Report – Suplee, Clooney & Company
- Annual Report on Violence and Vandalism

#### ACTION AGENDA

##### PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding the **Superintendent’s Report** and the **Action Agenda** for a maximum of five (5) minutes during this period of the meeting.

#### **1.0** ADMINISTRATIVE

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

##### 1.1 Routine Monthly Reports - as attached

1. Student Care and Control Report
2. Teacher Absences Report
3. Fire Drill Report

##### 1.2 Policy Second Reading – Approve the following revised policy as a second and final reading:

- 6421 Purchases Budgeted
- 6630 Athletic Fund
- 9160 Public Attendance at School Events

##### 1.3 Approval of Committee Charter – Approve revised Committee Charter for the following committee:

Finance/Budget Committee (FBC)

## 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 – Special Education 2009/2010 as follows:

Approve the following Out-of-District placements for the 2009/10 school year.

<u>Pupil ID#</u>	<u>Class.</u>	<u>School</u>	<u>TUITION</u>		
			<u>ESY</u>	<u>RSY</u>	<u>Total for Year</u>
TBD	REG/ SPED	Vo-Tech (TOPS) SLOT 1	NA	\$17,731.00	\$17,731.00
TBD	REG/ SPED	Vo-Tech (TOPS) SLOT 2	NA	\$17,731.00	\$17,731.00
055867	ED	Grove School (tuition Sept 09-June10)	NA	\$33,416.67 (revised)	\$33,416.67 (revised)
055867	ED	Grove School (counseling Sept 09-June10)	NA	\$25,333.33 (revised)	\$25,333.33 (revised)
234251	Aut	Hillsborough School District	NA	\$42,595.00	\$42,595.00

### 2.2 Consultant Approvals 2009/2010 –

Approve the following consultants for the 2009/10 school year.

<u>CONSULTANT NAME/VENDOR</u>	<u>SERVICES PROVIDED</u>	<u>RATES OF SERVICE</u>
White Deer Run	Home/Bedside Educational Instruction @ Central Susquehanna Intermediate Unit	\$42.84/diem
Dr. Trope	Neuropsychological evaluation	\$3,400.00/evaluation
Dr. Timothy King	Psychological/Educational Evaluation	\$4,600.00/evaluation
UMDNJ University Behavioral Healthcare	Home/Bedside Instruction for students admitted to facility	\$55.00/hour
Steven Bollar	Two workshops to OHES staff on Professional Learning Communities; 10/12/2009 & 2/12/2010	\$1,218.00

### 2.3 Chapter 192/193 Funding for 2009/10 -

Approve additional funding under Chapter 192/193 for the 2009/10 school year. The additional funds of \$366.00 should be allocated to Chapter 193, Annual Exam & Classification, bringing the total to date for the year to \$2,564.00 and additional funds of \$717.00 should be allocated to Supplementary Instruction, bringing the total for the year to \$5,496.00.

### 2.4 Acceptance of Donations – Accept the following donations to the District:

<u>From</u>	<u>Item(s)</u>	<u>Use</u>
Dr. A. Yver	\$100	MCI classroom/LMS
Montgomery Twp. Education Foundation	\$4,000	PCR Thermal Cycler/lab materials MHS
BioArray Solutions	CNC Milling Machine	Technology Classes/MHS

### 2.5 Trip Proposal/MHS – Approve the MHS Music Department’s Three-Year Trip Rotation Proposal as attached.

### 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 September 30, 2009:

- 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 September 30, 2009.

3.3 Receipt of Certification from Board Secretary - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Thomas M. Venanzi, certify that as of September 30, 2009 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 September 30, 2009 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 October – approve the monthly bills as follows:

General Operating	\$8,264,481.45
Food Services	\$142,403.98
Lease Purchase	\$4,698.05

3.6 Travel Reimbursement – 2009/2010 – approve the Board member and/or staff conference and travel expenses as per the attached list.

3.7 Receipt, Reject and Award of Bids – Winter Athletic Awards, Equipment, Supplies and Uniforms for the Montgomery High School and Montgomery Middle School (Bid #B10-09) – Bids were received on October 8, 2009 for winter athletic awards, equipment, supplies and uniforms for the Montgomery High School and Montgomery Middle School as follows:

<u>Vendor</u>	<u>Base Bid</u>
Leisure Sporting Goods Iselin, NJ	\$17,578.00
Metuchen Center Inc. New Brunswick, NJ	\$9,840.41
Triple Crown Sports Old Bridge, NJ	\$9,302.20

Bethlehem Sporting Goods Bethlehem, PA	\$7,621.89
Efinger Sporting Goods, Co. Bound Brook, NJ	\$7,518.00
GL Sports Brainerd, MN	\$6,305.82
Sport Supply Group, Inc. dba Passon's Sports Jenkintown, PA	\$5,096.98
Flaghouse Inc. Hasbrouck Heights, NJ	\$2,377.08
Absolute Fencing Gear Bridgewater, NJ	\$1,978.00
Pyramid School Products Tampa, FL	\$1,304.28
Aluminum Athletic Equipment Co. Royersford, PA	\$573.00
M-F Athletic Co. Cranston, RI	\$429.90

e. The purposes or provisions or both of N.J.S.18A:18A-1 et seq. are being violated:

*Efinger Sporting Goods, Bound Brook, NJ* – It is recommended the Board of Education reject the low bid received for the *basketball score books* because they did not meet the specifications and the coaches will not use. The score books offered will not allow the coaches to collect the statistical information they want to track.

*Pyramid School Products, Tampa FL* - It is recommended the Board of Education reject the low bid received for *ice hockey socks* because the alternate offered did not match the style and color that matched the ice hockey uniforms.

*Sports Supply Group, Inc. dba Passon's Sports, Jenkintown, PA* - It is recommended the Board of Education reject the low bid received for the *wrestling sweatshirts* because the requested bid item was to be awarded as a combo so the wrestling sweatshirts and sweatpants would match.

It is recommended that the Board of Education award Bid #B10-09 for winter athletic awards, equipment, supplies and uniforms for the Montgomery High School and Montgomery Middle School as follows:

<u>Vendor</u> Leisure Sporting Goods Iselin, NJ	\$15,737.10
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Absolute Fencing Gear Bridgewater, NJ	\$1,978.00
Triple Crown Sports Old Bridge, NJ	\$1,743.00
Metuchen Center, Inc. New Brunswick, NJ	\$583.98
Bethlehem Sporting Goods Bethlehem, PA	\$901.22
M-F Athletic Company Crawston, RI	\$340.00
Efinger Sporting Goods Co. Bound Brook, NJ	\$187.20
Sports Supply Group, Inc. dba Passon's Sports Jenkintown, PA	\$148.68
Pyramid School Products Tampa, FL	\$51.90
GL Sports Baxter, MN	\$31.90
Total Bids Award	\$21,965.78

3.8 Receipt and Award of Quote – Replacement of Fiber Optic Cable from the Upper Montgomery Middle School to Orchard Hill Elementary School (Quote #Q10-21) – Quotes were received for the replacement of fiber optic cable from the Upper Montgomery Middle School to Orchard Hill Elementary School as follows:

<u>Vendor</u>	<u>Base Bid</u>
Fibertechs Boonton, NJ	\$18,600.00
Response Time Inc. Williamstown, NJ	\$19,960.00
Oliver Communications Group, Inc. Bordentown, NJ	\$30,910.00

It is recommended that the Board of Education award Quote #Q10-21 for the replacement of fiber optic cable from the Upper Montgomery Middle School to Orchard Hill Elementary School as follows:

<u>Vendor</u>	
Fibertechs	\$18,600.00
Boonton, NJ	

3.9 Revised Resolution Authorizing the Procurement of Goods and Services through State Agency for the 2009-2010 School Year

Whereas, the Montgomery Township Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

Whereas, the Montgomery Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

Whereas, the Montgomery Township Board of Education intends to enter into contracts with the below Referenced State Contract Vendor through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

Resolved, the Montgomery Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the below list for the 2009-2010 school year pursuant to all conditions of the individual State contracts; and be it further

Resolved, that the Montgomery Township Board of Education School Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

Resolved, that the duration of the contract between the Montgomery Township Board of Education and the Referenced State Contract Vendor shall be from July 1, 2009 to June 30, 2010.

<u>Commodity/Service</u>	<u>Vendors</u>	<u>State Contract #</u>
<b>Office Supplies &amp; Equipment (M-0052)</b>	Staples Contract & Commercial Inc.	#74337

3.10 Approval for Kid Connection to use Montgomery Township School Buses for School Trips – approve Kid Connection for the use of Montgomery Township School buses for school trips during the 2009-2010 school year at a rate of \$31 per hour per driver.

- 3.11 Approval of Joint Transportation Agreement – approve joint transportation agreement with Montgomery as host and Hillsborough as the joiner at a total cost of \$37,716 with Montgomery’s and Hillsborough’s share being \$18,858 each for the 2009-2010 school year as follows:

<u>Route #</u>	<u>Destination</u>	<u>Total # Students</u>	<u># Montgomery Students</u>
SUMSP	Summit Speech	2	1

- 3.12 Approval of a Settlement Agreement between Montgomery Township Board of Education and L.S. and B.S. o/b/o C.S. – Approve the following resolution:

WHEREAS, a dispute arose between the Montgomery Township Board of Education and the Parents of a student whose name is on file in the Board offices (hereinafter collectively referred to as the “Parties”) regarding said student’s proposed program and placement for the 2009-2010 school year; and

WHEREAS, the Parties disposed of their dispute through amicable negotiations, the terms of which are set forth in full in the Settlement Agreement, which is attached hereto and made a part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the terms, stipulations and conditions as established in the Settlement Agreement and Release are hereby ratified and reaffirmed in all respects. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release and any other documents necessary to effect said settlement.

- 3.13 Approval of a Settlement Agreement between Montgomery Township Board of Education and T.B. and M.B. o/b/o C.B. – Approve the following resolution:

WHEREAS, a dispute arose between the Montgomery Township Board of Education and the Parents of a student whose name is on file in the Board offices (hereinafter collectively referred to as the “Parties”) regarding said student’s proposed program and placement for the 2009-2010 school year; and

WHEREAS, the Parties disposed of their dispute through amicable negotiations, the terms of which are set forth in full in the Settlement Agreement, which is attached hereto and made a part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the terms, stipulations and conditions as established in the Settlement Agreement and Release are hereby ratified and reaffirmed in all respects. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release and any other documents necessary to effect said settlement.

- 3.14 Approval of a Settlement Agreement between Montgomery Township Board of Education and M.K. and M.K. o/b/o G. K. – Approve the following resolution:

WHEREAS, a dispute arose between the Montgomery Township Board of Education and the Parents of a student whose name is on file in the Board offices (hereinafter collectively referred to as the “Parties”) regarding said student’s proposed program and placement for the 2009-2010 school year; and

WHEREAS, the Parties disposed of their dispute through amicable negotiations, the terms of which are set forth in full in the Settlement Agreement, which is attached hereto and made a part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the terms, stipulations and conditions as established in the Settlement Agreement and Release are hereby ratified and reaffirmed in all respects. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release and any other documents necessary to effect said settlement.

- 3.15 Submission of Comprehensive Maintenance Three-Year Plan – Approve the following resolution regarding the approval and submission of the district’s comprehensive maintenance plan:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Montgomery Township School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Whereas, specific proposed expenditures will be subject to review and approval by the Board of Education prior to the commitment of any funds,

Now, therefore, be it resolved, that the Montgomery Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Montgomery Township School District in compliance with Department of Education requirements.

- 3.16 Maximum Capital Reserve Deposit – That the Montgomery Township Board of Education adopt the following statement:

Whereas, the Montgomery Township School District has 45 projects identified in its current Long-Range Facility Plan that have not been initiated or advanced, and

Whereas, the 45 projects have an estimated total cost over the five-year period of \$25,236,882.00, and

Whereas, it is estimated that projects totaling the amount of \$981,061.00 have been identified as Other Capital Projects that are not eligible for State funding in the form of debt service aid or NJSCC grant funds, and

Whereas, it is estimated that the district has remaining projects in the amount of \$24,255,821.00 that are eligible for State funding in the form of debt service aid or NJSCC grant funds in the amount of \$9,702,328.00, and

Whereas, the estimated local share of these eligible projects is \$14,553,493.00,

Now, therefore be it resolved, that the **maximum** amount the Montgomery School District may deposit in its capital reserve for the local share of eligible projects is \$15,534,554.00.

3.17 Acceptance/Filing of Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2009 – accept and file the Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2009.

3.18 Acceptance/Filing of Auditor’s Management Report on Administrative Findings – Financial, Compliance and Performance – for Fiscal Year Ended June 30, 2009 – accept and file the Auditor’s Management Report on Administrative Findings – Financial Compliance and Performance for Fiscal Year Ended June 30, 2009.

3.19 Approval of Corrective Action Plan – approve the following corrective action plan for the findings and recommendations detailed in the Auditor’s Management Report for Fiscal Year Ended June 30, 2009 in accordance with the documentation in the Board’s hands:

1) Finding: Funds collected by high school advisors for student activities are not always processed for deposit in a timely manner.

Recommendation: That all high school student activity funds collected by advisors be processed for deposit in a timely manner.

Corrective Action Plan: The high school vice principal will notify all advisors of the requirement that all funds collected for student activities must be turned over to the principal’s office on the day of receipt or next business day and are deposited on the day of receipt or next business day.

#### **4.0 PERSONNEL**

The superintendent recommends that the Board of Education approve the personnel agenda as attached.

#### ANNOUNCEMENTS BY THE PRESIDENT

#### ADJOURNMENT

4.1 PERSONNEL

**Leaves of Absence**

Location	Name	Position	Type of Leave	Dates of Leave/Notes
VES	Amanda Yuhasz	Teacher/Grade 4	Maternity Leave Temporary Disability Leave Family Leave (FMLA) Childrearing Leave Anticipated Return	01/11/2010 – 03/03/2010 (paid w/benefits) 03/04/2010 – 06/03/2010 (unpaid w/benefits) 06/04/2010 – 06/30/2010 (unpaid w/o benefits) 09/01/2010
VES	Erika Fedo	Teacher/ Special Education	Maternity Leave Temporary Disability Leave Family Leave (FMLA) Childrearing Leave Anticipated Return	12/14/2009 – 02/05/2010 (paid w/benefits) 02/08/2010 – 05/14/2010 (unpaid w/benefits) 05/17/2010 – 06/18/2010 (unpaid w/o benefits) 06/21/2010
MHS	Melanie Edmonds	School Social Worker	Maternity Leave Temporary Disability Leave Family Leave (FMLA) Family Leave (FLA/FMLA) Anticipated Return	02/17/2010 – 03/16/2010 (paid w/benefits) 03/17/2010 – 04/14/2010 (unpaid w/benefits) 04/15/2010 – 06/30/2010 (unpaid w/benefits) 09/01/2010
OHES	Lisa Bullard	Teacher/Kindergarten	Maternity Leave <b>(Revised)</b> Family Leave (FMLA) Childrearing Leave Anticipated Return	09/01/2009 – 11/27/2009 (unpaid w/benefits) 11/30/2009 – 06/30/2010 (unpaid w/o benefits) 09/01/2010
OHES	Jamie Scott	Teacher/Grade 2	Family Leave <b>(Revised)</b> Anticipated Return	09/21/2009 – 10/23/2009 (unpaid w/benefits) Returning 10/26/2009

**Other**

Location	Name	Position	Step	Salary/Stipend	Pro-Rated	Dates of Employment/Notes
MHS/UMS	Vicky Giunta	Teacher/Health & PE	MA Step 4-5	\$57,080.00	Yes	09/01/2009 – 06/30/2010 Salary Advancement to MA
DISTRICT	Wayne Robinson	Custodian/Grounds		\$1,000.00		Payment for referral of Kevin Owens
DISTRICT	Jack Mihalko	Bus Driver		\$1,000.00		Payment for referral of Albert Cumba
MHS	Michael Colucci	Custodian/Grounds		\$36,221.00	Yes	Received Black Seal License Move from Asst. Custodian to Custodian/Grounds
MHS	Katherine Selby	HSPA Review		\$51.31/Hour		Total hours worked: 5
LMS	Stella Hickok	Map Proctoring		\$30.00/Hour		Total hours worked: 1