

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Skillman, New Jersey 08558

Meeting, Tuesday, March 23, 2010

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 March 18, 2010. 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 for the purpose of discussing employment of personnel matters and matters of collective bargaining with all bargaining groups. 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):

1. February 9, 2010 Executive Session Meeting
2. February 9, 2010 Workshop and Special Meeting
3. February 23, 2010 Executive Session Meeting
4. February 23, 2010 Business Meeting

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

1. E-mail from C. Hoeschele dated 2/19/2010 regarding taxes
2. E-mail from K. Galatro dated 2/24/2010 regarding letter to the Governor
3. E-mail from A. Wirsul dated 2/24/2010 regarding request for line accounting
4. E-mail from A. Wirsul dated 2/25/2010 regarding budget item
5. E-mail from M. Kauzmann dated 2/25/2010 regarding “thank you”
6. E-mail from K. Egstrand dated 2/26/2010 regarding MHS play
7. E-mail from K. Marino dated 2/26/2010 regarding MHS play
8. E-mail from P. Booth dated 2/26/2010 regarding MHS play
9. E-mail from B. Joseph dated 2/26/2010 regarding MHS play
10. E-mail from D. Kozloski dated 3/2/2010 regarding lice
11. E-mail from D. Gaynor dated 3/5/3010 regarding budget questions
12. E-mail from B. Antoniewicz dated 3/9/3010 regarding downsizing of tech dept.
13. E-mail from S. Barolomei dated 3/9/2010 regarding D. O’Brien
14. E-mail from D. Bernstein dated 3/10/2010 regarding tech aides
15. E-mail from K. Cooper dated 3/10/2010 regarding S. Topalian
16. E-mail from J. Bonnet dated 3/10/2010 regarding proposed tech support cuts
17. E-mail from K. Van Nostrand dated 3/10/2010 regarding D. O’Brien
18. E-mail from D. James dated 3/11/2010 regarding computer aides

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.

ACTION AGENDA

PUBLIC COMMENTS

Members of the public are allotted one opportunity to address the Board regarding 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
4. Timeline of Critical Activities

1.2 Policy First Reading – Approve the following policy and regulation revisions as a first reading:

2423 & 2423R	Bilingual and ESL Education
1620	Administrative Employment Contract
8461	Reporting Violence, Vandalism, Alcohol and Other Drug Abuse

- 1.3 Policy Second Reading – Approve and adopt the following policy and regulation revisions as a second reading:

0110	Identification
0131	Bylaws and Policies
0144	Board Member Orientation
0153	Annual Appointments
0154	Annual Motions and Designations
0155	Board Committees
2415.03	Highly Qualified Teachers
3160R	Physical Examination for Teaching Staff
4160R	Physical Examination for Support Staff
6422 & 6422R	Budget Transfers
8140	Enrollment Accounting

- 1.4 Policy Committee Charter Revision – Approve the revised Charter of the Policy Committee.

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

			TUITION			
<u>Pupil ID#</u>	<u>Class.</u>	<u>School</u>	<u>Anticipated Start Date</u>	<u>ESY</u>	<u>RSY</u>	<u>Total for Year</u>
101288		Rock Brook	3/1/2010	NA	\$17,511.12 Prorated	\$17,511.12 Prorated

- 2.2 Consultant Approvals 2009/2010 – Approve the following consultants for the 2009/10 school year.

Approve CATIES to do an assistive technology evaluation for student ID# 9250 on-site at the Bancroft School at a cost of \$1200.00.

Approve Center for Neurological & Neurodevelopmental Health to provide Neurological & Neurodevelopmental Evaluations at a cost of \$425.00/evaluation.

Approve Bill Margharetta from NJ Safety Council to provide Instructor Training on 2/12/2010 and 2/16/2010 to four staff members at a cost of \$1,625.00. Funds to be provided through the Allstate Grant.

- 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 \$1,466.00 should be allocated to Chapter 193, Exam & Classification, bringing the total to date for the year to \$33,440.00.

- 2.4 Donation Acceptance – Accept the donation from Mr. Bill Hirst of four river birch trees to be planted at Montgomery High School as part of the landscaping plan .

2.5 Trip Approvals –

Approve the MHS Baseball Team’s Trip Proposal to Cooperstown, New York from May 2 – 3, 2010 at no cost to the district.

Approve the MHS Robotics Team’s Trip Proposal to attend the FIRST Robotics Championship Competition in Atlanta, Georgia from April 14 – 17, 2010 at a cost of \$3,250.

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 28, 2010:

- 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 28, 2010.

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 February 28, 2010 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 28, 2010 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	\$5,732,389.32
Food Services	<u>\$ 116,209.01</u>
Total	\$5,848,598.33

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

3.7 A. Adoption of the 2010-2011 Tentative Budget – that the Board of Education adopt the 2010-2011 tentative budget as follows:

General Fund Current Expense	\$70,253,380
General Fund Capital Outlay	\$ 169,836

Special Revenue Fund	\$ 895,941
Debt Service Fund	<u>\$ 6,836,559</u>
Total Tentative Budget	\$78,155,716

B. Amount to be Raised for Taxes – General Fund – that the Board of Education authorize the Board Secretary to place on the ballot for the April 20, 2010 school election the following question:

RESOLVED, that there should be raised for General Funds \$65,761,026 for the ensuing school year (2010-2011). It has been determined that each municipality’s share of the above-mentioned amount is as follows:

Montgomery Township	\$64,357,230
Rocky Hill Borough	\$ 1,403,796

“The school district has proposed programs and services in addition to the core curriculum content standards adopted by the State Board of Education. Information on this budget and the programs and services it provides is available from your local school district.”

C. Amount to be Raised for Taxes – Debt Service – that the Board of Education acknowledge that \$6,586,741 be raised to support the debt service budget for the ensuing school year (2010-2011).

3.8 Approval of the Adoption of Estimated Tuition Rates for 2010-2011 - establish the following estimated tuition rates for the 2010-2011 school year:

Kindergarten	\$10,239
Grades 1-5	\$12,120
Grades 6-8	\$11,696
Grades 9-12	\$11,919
Learning Language Disabled (LLD)	\$36,456
Autistic	\$51,126
Preschool Disabled (PSD)	\$16,396

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:

2008-09 Expenditures	\$40,235
2009-10 Budget	\$66,715
2009-10 Expenditures thru 2/28/10	\$26,249
2010-11 Projected budget	\$48,437

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 2009-10 school year and the 2010-11 school year:

Total amount budgeted for travel and conferences 2009-10	\$130,348
Total amount expended July 1, 2009 – Feb. 28, 2010	\$33,087
Total amount budgeted for travel and conferences 2010-11	\$132,735

- 3.10 Establishment of Maximum Dollar Limits for Professional Services – Approve the following maximum dollar limits for professional services for the 2010-11 fiscal year:

<u>Professional Service</u>	<u>Dollar Amount</u>
Legal	\$307,000
Auditing	\$30,000
Architecture/Engineering	\$1,825,000
School Physician	\$15,000
Educational Services Consultants (evaluations, O.T., P.T., speech, etc.)	\$450,000
Financial Advisor	\$6,000
Energy Engineering Consultant	\$38,400

- 3.11 Approval of Somerset Educational Services Contract – approve the district’s participation in a jointure contract with the Somerset County Educational Services Commission with the Educational Services Commission acting as host and Montgomery the joiner at a cost of \$1,444,862 for 29 double routes for the 2010-2011 school year.
- 3.12 Approval of Resolution Allowing an Easement for Montgomery Township - approve the following resolution allowing an easement for Montgomery Township for the installation of a sewer line on the Orchard Hill School property:

WHEREAS, the Montgomery Township Board of Education (hereinafter referred to as the “Board”) is the fee simple owner of certain property located in the Township of Montgomery, County of Somerset and State of New Jersey designated as Lot 8.34, 8.36, 14 and 15 in Block 19001 on the Montgomery Township Tax Assessment Maps (rev. 2008); and

WHEREAS, the Township of Montgomery (hereinafter referred to as the “Township”) desires to acquire certain easements upon the Board’s property, as set forth in the Deed of Easement for Perpetual Sanitary Sewer Purposes and For Self-Terminating Temporary Construction Purposes, attached hereto as Schedule A, in order to facilitate the installation of sewer lines as part of the extension of a public sanitary sewer system; and

WHEREAS, the easement area is not needed for school purposes; and

WHEREAS, the Board is desirous of transferring the easements to the Township;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the conveyance of easements to the Township in accordance with the Deed of Easement for Perpetual Sanitary Sewer Purposes and For Self-Terminating Temporary Construction Purposes attached hereto as Schedule A.

BE IT FURTHER RESOLVED, that the Board President and Business Administrator are hereby authorized to execute any documents necessary to facilitate the transaction in accordance with this Resolution.

- 3.13 Renewal of Contract/Commercial Appliance Repair and Service (Bid #B09-03) – renew for the 2010-2011 school year the following bid B09-03 of 2008-2009 awarded March 25, 2008 and renewed on March 24, 2009 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	
Malachy Mechanical Bayonne, NJ	<i>July 1, 2010 – June 30, 2011</i> Hourly Rate- \$65.00 8:00 AM-4:00 PM Evening Rate- \$97.50 (Includes Sat.) 4:00 PM-8:00 AM Overtime Rate-Sat., \$130.00 Sun. & Holidays Part Mark-Up %: MSRP

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

- 3.14 Renewal of Contract/Integrated Pest Control and Exterminator Services (#B09-04) - renew for the 2010-2011 school year the following bid B09-04 of 2008-2009 awarded March 25, 2008 and renewed on March 24, 2009 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	
Pest-A-Side Exterminating Co., Inc. Bridgeton, NJ	<i>July 1, 2010 - June 30, 2011</i> Cost of Yearly \$3,732.00 Preventive Pest Control Service Hourly Rate- \$31.70 8:00 AM-4:00 PM Evening Rate- \$31.70 4:00 PM-8:00 AM Overtime Rate-Sat., \$47.00 Sun. & Holidays

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

- 3.15 Renewal of Contract/Plumber (Bid #B09-05) – renew for the 2010-2011 school year the following bid B09-05 of 2008-2009 awarded March 25, 2008 and renewed on March 24, 2009 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	
Raymond D. Manner Plumbing & Heating Green Brook, NJ	<i>July 1, 2010 – June 30, 2011</i> Hourly Rate- \$75.00 8:00 AM-4:00 PM

Evening Rate- 4:00 PM-8:00 AM	\$112.50
Overtime Rate-Sat., Sun. & Holidays & Fed. Holidays	\$112.50 \$150.00 Excess of 8 hrs on Sat, Sun. & Fed. Hol.
Part Mark-Up %:	40%

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

- 3.16 Renewal of Contract/District Alarm Monitoring with Maintenance and Repair of all Security Alarm Systems for the Montgomery Township Board of Education (#B09-06) - renew for the 2010-2011 school year the following bid B09-06 of 2008-2009 awarded April 22, 2008 and renewed on March 24, 2009 in accordance with N.J.S.A. 18A:18A-42.

<u>Vendor</u>	<u>July 1, 2010 – June 30, 2011</u>	
Triad Security Systems Union, NJ	Cost of Yearly District Alarm Monitoring	\$4,800.00
	Hourly Rate- 8:00 AM-4:00 PM	\$85.00
	Evening Rate- 4:00 PM-8:00 AM	\$127.50
	Overtime Rate-Sat., Sun. & Holidays	\$127.50
	Part Mark-Up %:	10%

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

- 3.17 Renewal of Contract/Custodial Services for the Lower Montgomery Middle School (#B09-07) – renew for the 2010-2011 school year the following bid B09-07 of 2008-2009 awarded April 22, 2008 and renewed on March 24, 2009 in accordance with N.J.S.A. 18A:18A-42.

	<u>July 1, 2010 – June 30, 2011</u>	
	9/1/10-6/30/11	7/1/10-8/31/10
<u>Vendor</u>	Day & Evening <u>Cleaning</u>	Summer <u>Cleaning</u>
All Clean Building Services Hamilton, NJ	\$149,000.00	\$21,000.00

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

- 3.18 Renewal of Contract/Diesel Fuel (Bid #B10-11) – renew for the 2010-2011 school year the following bid B10-11 of 2009-2010 awarded on June 16, 2009 in accordance with N.J.S.A. 18A:18A-42.

	Fixed Delivery Prices	
	<u>Ultra Low Sulfur Diesel Fuel, #2D</u>	<u>Ultra Low Sulfur Diesel Fuel, #2D Winter Blend</u>
<u>Vendor</u>		
Allied Oil, LLC Hillsborough, NJ	+\$.0765	+\$.0965

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 as attached.

ANNOUNCEMENTS BY THE PRESIDENT

TOWN FORUM ON SCHOOL FUNDING

ADJOURNMENT