

Minutes of the Public Board of Education meeting held on December 15, 2010 at the Monroe Township High School.

The meeting was called to order by Board President Lew Kaufman at 7:00 p.m.

ATTENDANCE

BOARD MEMBERS PRESENT

Mr. Lew Kaufman, Board President  
Mr. Marvin Braverman, Board Vice President  
Mr. Ken Chiarella  
Ms. Kathy Kolupanowich  
Mr. John Leary  
Mr. Lou Masters  
Mr. Ira Tessler

BOARD MEMBERS ABSENT

Mr. Mark Klein  
Ms. Kathy Leonard

JAMESBURG BOARD MEMBER REPRESENTATIVE ABSENT

Ms. Patrice Faraone

STUDENT BOARD MEMBERS PRESENT

Ms. Reena Dholakia  
Mr. Jonathan Kim

STUDENT BOARD MEMBERS ABSENT

None

STAFF

Dr. Kenneth R. Hamilton, Superintendent of Schools  
Mr. Michael Gorski, Business Administrator/Board Secretary  
Mr. Jeff Gorman, Assistant Superintendent of Schools

MEMBERS OF THE PUBLIC – 57

After the Pledge of Allegiance and roll call, the Board President read the following statement:

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Monroe Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted December 10, 2010:

1. At all Schools,
2. Home News Tribune,
3. Cranbury Press, and
4. Filed with the Clerk of the Municipality.

### STUDENT BOARD MEMBERS REPORTS

Student Board Member Reena Dholakia spoke about the Applegarth Middle School Senior Community Music presentation and the Oak Tree Elementary School store. Next she spoke about Woodland Elementary School's Gift of Giving fundraiser and Holiday Shop. Finally, Ms. Dholakia spoke about the third grade students at Mill Lake Elementary School who participated in Word Masters. Student Board Member Jonathan Kim then spoke about the upcoming band and chorus concerts performances at Brookside Elementary School.

### AVID STUDENT PRESENTATION

Dr. Hamilton introduced Mr. Jeff Gorman who was asked to put together an update presentation as related to the AVID program which is now in its second year of implementation. Students from the 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> grades set up stations to demonstrate the different techniques for learning which are used by the AVID students. Board Members and the public in attendance had the opportunity to view several of these workstations that were set up in the Media Center and were able to ask questions. Four students then spoke briefly regarding the AVID program and the impact it has had on their high school learning experience. The students who participated were:

Staff members in attendance that work with the AVID program were Mr. Jim Cernansky, Mr. James Higgins, Mr. Scott Madreperla, Ms. Cybele Posner, Mr. John Allen, Mr. Chris Thumm, Ms. Brooke Yudell, Nicole Butler, and Tina Lambiase.

The students who participated were: 7<sup>th</sup> grade: Tom Pietrolewicz, Danny Nasser and Aaron Schwartz; 8<sup>th</sup> grade: Frank Seltzer, Christa Tomasulo, Greg Puc, and Alexis Pitta; 9<sup>th</sup> grade: Mario Danza, Rianna Moonsammy, Sydney Murano, Geraldo Sanchez, Jeffrey Iannone, Brianna Schepisi, Gianna Skurzynski and Sabrina Yankovich; 10<sup>th</sup> grade: Roberto Soto, Tatianna Humphrey, Ahjani Langston, Star Peters, and Francesca DellaFave.

CLOSED SESSION – RESOLUTION

Be It Resolved, that the Board of Education of the Township of Monroe hereby moves to go into Closed Session, in accordance with Sunshine Law, Chapter 231 of the Public Laws of 1975 (N.J.S.A. 10:4-6 through 10:4-21), to discuss the following subject(s):

- Student Matter – Student No. 85704
- Personnel – MTEA matter - grievances
- Policy 8860 - Memorials

The discussion conducted in closed session can be disclosed to the public at such time as the matters have been resolved.

A motion was made by Ms. Kolupanowich and seconded by Mr. Leary that the members of the Board of Education go into closed session. Motion Carried.

Adjourned to Closed Session at 7:41 p.m.

Returned to Public Meeting at 10:12 p.m.

PUBLIC FORUM - None

APPROVAL OF MINUTES

A motion was made by Mr. Masters and seconded by Ms. Kolopanowich to approve the minutes for the Special Public Board of Education Meeting held on October 27, 2010. Motion Carried with Mr. Braverman abstaining.

SUPERINTENDENT’S REPORT/RECOMMENDATIONS

Enrollment

Home Instruction

Fire Drills/Lockdowns

PERSONNEL

A motion was made by Mr. Chiarella and seconded by Mr. Braverman that Personnel Items (A - W) be approved by consent roll call. Roll Call – 7 – 0. Motion Carried. A copy of the Personnel Section of the Superintendent’s Report is attached to the official set of minutes.

### BOARD ACTION

A motion was made by Ms. Kolupanowich and seconded by Mr. Braverman that Board Action items (A – M) be approved by consent roll call. Roll Call – 7 – 0. Motion Carried. A copy of the Board Action Section of the Superintendent’s Report is attached to the official set of minutes.

Mr. Braverman made a motion “N” seconded by Ms. Kolupanowich to recommend that Members of the Board of Education approve the suspension with pay of bus driver 002052 Vincent Orsolino, effective retroactively upon the commencement of the work day on December 15 through January 13, 2011 and authorize and direct the Superintendent and the Business Administrator/Board Secretary to take all necessary steps to implement this action of the Board of Education. Roll Call – 7 – 0. Motion Carried.

Mr. Chiarelli made a motion “O” seconded by Mr. Leary to recommend that Members of the Board of Education deny the Level 3 Grievance regarding Lenora Prainito dated October 14, 2010 and authorize and direct the Superintendent and the Business Administrator/Board Secretary to take all necessary steps to implement this action of the Board of Education. Roll Call – 7 – 0. Motion Carried.

Mr. Chiarelli made a motion “P” seconded by Mr. Leary to recommend that Members of the Board of Education deny the Level 3 Grievance regarding Barclay Brook teachers dated October 15, 2010 and authorize and direct the Superintendent and the Business Administrator/Board Secretary to take all necessary steps to implement this action of the Board of Education. Roll Call – 7 – 0. Motion Carried.

### BUSINESS ADMINISTRATOR’S REPORT/RECOMMENDATIONS

A motion was made by Mr. Chiarella and seconded by Mr. Tessler that Board Action Items (A – M) be approved by consent roll call. Roll Call – 7 – 0 - Motion Carried. A copy of the Board Action section of the Business Administrator’s Report is attached to the official set of minutes.

### BOARD PRESIDENT’S REPORT

Mr. Kaufman thanked the teachers for putting together the AVID presentation and thanked the students for their participation in the presentation. Next, Mr. Kaufman stated he would like to see more presentations in the future.

### COMMITTEE REPORTS

Mr. Chiarella, Chairperson of the Buildings & Grounds/Transportation Committee stated that the Committee met earlier that evening and the following were discussed: the sale of used IT equipment, the replacement of the Woodland Elementary School basketball scoreboard, the purchase of four GPS units for the four buses that travel out of town, and obtaining renewable energy credits for Oak Tree Elementary School.

OTHER BOARD OF EDUCATION BUSINESS - None

PUBLIC FORUM - None

ADJOURNMENT

A motion was made by Mr. Leary and seconded by Mr. Chiarella that the meeting be adjourned. Motion Carried Unanimously. The public meeting adjourned at 10:38 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael C. Gorski".

MICHAEL C. GORSKI, CPA  
BOARD SECRETARY/BUSINESS ADMINISTRATOR

SUPERINTENDENT'S REPORT/RECOMMENDATIONS – DECEMBER 15, 2010

**I. Enrollment**

	<u>11./30/10</u>	<u>10/31/10</u>	Increase+ <u>Decrease-</u>	<u>11/30/09</u>	<u>Difference</u>
Applegarth School	860	862	-2	799	+61
Barclay Brook School	489	489	0	531	-42
Brookside School	681	681	0	670	+11
Mill Lake School	667	668	-1	677	-10
Oak Tree	827	819	+8	747	+80
Woodland School	512	511	+1	512	0
Monroe High School	<u>1657</u>	<u>1657</u>	<u>0</u>	<u>1611</u>	<u>+46</u>
<b>Total Elementary &amp; Secondary</b>	<b>5693</b>	<b>5687</b>	<b>+6</b>	<b>5547</b>	<b>146</b>

**I. Enrollment (Cont'd)**

<u>School</u>	<b>Monroe</b>			<b>Jamesburg</b>		
	<i>Nov.</i>	<i>Dec.</i>	<u>Difference</u>	<i>Nov.</i>	<i>Dec.</i>	<u>Difference</u>
Academy Learning Center	13	13		1	1	
Bridge Academy	1	1				
Cambridge	1	1				
Center School	2	2		1	1	
Childrens Center of Monm.	1	1		1	1	
Collier	3	4	Plus 1			
CPC Upper	4	4		1	1	
East Mountain	1	1				
Eden	2	2		1	1	
Harbor School	2	2				
KIVA				1	1	
New Roads Parlin	5	5		1	1	
New Roads Somerset	2	1	Minus 1			
Mercer Elementary	1	1				
Mercer High School	2	2				
Mercer Cty Reg. Day	2	2				
Midland	2	2		1	1	
Millstone WW/Plainsboro	1	1				
Morris Union Jointure DCL	1	1				
Newgrange School	1	1				
Oakwood School	1	1				
Princeton Child Develop Inst.	1	1				
Raritan Valley Academy				1	0	Minus 1
Rugby	1	0	Minus 1	1	1	
School for Hidden Intellig.	1	1				
Schroth School	1	1				
Spotswood High School				1	1	
UMDNJ	1	1		1	1	
<b>Total</b>	<b>53</b>	<b>52</b>		<b>12</b>	<b>11</b>	

## II. Home Instruction

Student#	Reason	Grade	Teachers	School	Start date	End date	Hrs per week
78387	504/Med	8	Somerset Med. Cent.	AMS	10/8/2010		5
81240	504/Med	7	Cundari,Murphy	AMS	10/12/2010		5
86402	Med	5	Trent	WL	10/11/2010		5
80832	Med	7	Earl, Murphy, Kiss	AMS	10/4/2010	11/8/2010	5
50033	SUS	12	Lyons	HS	10/20/2010		2
86528	MED	3	Quinn	OT	10/22/2010		5
50129	Med	12	Princeton House	HS	10/18/2010		10
85835	Med	K	Children's Hosp.	K	10/13/2010		5
78774	504/Med	8	Weiner	AMS	10/26/2010		5
83089	504/Med	3	Embrace Kids Found.	ML	9/20/2010		5
50399	Med	11	New Hope	HS	10/8/2010	11/23/2010	10
81008	SUS	9	Grannet	HS	11/11/2010	11/30/2010	2
85782	Med	1	For Keeps Program	ML	10/28/2010		5
85140	Med/IEP	12	Olszewski	HS	11/17/2010		2
50015	Med	12	Lyons,McKenzie,DiMeola,Ballard	HS	11/21/2010		10
85107	SUS	10	Lyons,Wall, Farell	HS	11/12/2010		10
77903	Med	9	Professional Ed. Ser.	HS	11/3/2010		10
50033	SUS	12	Lyons	HS	10/20/2010	11/15/2010	2
77961	SUS	9	Olszewski	HS	11/16/2010	11/30/2010	2
81283	Med	8	Summit Oaks Hosp.	AMS	10/19/2010		5
85704	SUS	12	Latwis	HS	11/12/2010		10
77897	Med	9	UMDNJ	HS	11/17/2010		10
70355	Med	11	Professional Ed. Serv.	HS	10/26/2010		10

## III. Fire Drill

Applegarth School ----- November 9, 2010  
 Barclay Brook School----- November 12 and 22, 2010  
 Brookside School ----- November 17, 2010  
 Mill Lake School ----- November 12 and 17, 2010  
 Oak Tree School ----- November 11 and 29, 2010  
 Woodland School ----- November 15, 2010  
 Monroe High School ----- November 16, 2010

## Lockdown

Applegarth School -----	November 23, 2010
Barclay Brook School-----	November 17, 2010
Brookside School -----	November 29, 2010
Mill Lake School -----	November 30, 2010
Oak Tree School -----	November 12, 2010
Woodland School -----	November 23, 2010
Monroe High School -----	November 24, 2010

**IV. Personnel**

- A.** It is recommended that the Board accept the resignation of **Mr. Robert Schultz**, Social Studies leave replacement at the High School, effective January 1, 2011.
- B.** It is recommended that the Board accept the resignation of **Ms. Nancy Tagliaferro**, paraprofessional at Oak Tree School, effective December 21, 2010.
- C.** It is recommended that the Board rescind the contract of **Ms. Sarah Ann Plenzo**, paraprofessional at Oak Tree School.
- D.** It is recommended that the Board approve an unpaid leave of absence under FMLA and NJFLA to **Mr. Jeffrey Francis**, Physics teacher at the High School, effective January 10, 2011 through March 4, 2011. Mr. Francis’ unpaid leave dates will be counted against his entitlement to unpaid leave pursuant to the FMLA and the NJFLA, as appropriate.
- E.** It is recommended that the Board approve a correction in the start date of the maternity leave of absence of **Ms. Melissa Cortina**, Teacher of Kindergarten at Barclay Brook School to December 20, 2010 through June 30, 2011 in accordance with Article 17 of the collected negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association. Ms. Cortina’s unpaid leave shall commence following the sick days she is entitled to utilize. Ms. Cortina’s unpaid leave dates will be counted against her entitlement to unpaid leave pursuant to the FMLA and the NJFLA, as appropriate.
- F.** It is recommended that the Board approve a medical leave of absence to **Ms. Maria Ledbetter**, Custodian at Mill Lake and Barclay Brook Schools, effective December 6, 2010 pending further action of the Board. It is further recommended that this leave shall be without pay except for any sick time Ms. Ledbetter may have available.
- G.** It is recommended that the Board approve a medical leave of absence to **Ms. Darrie Lynch**, Bus Driver in the Transportation Department, effective November 23, 2010 pending further action of the Board (for a period of approximately 30 days). It is further recommended that this leave shall be without pay except for any sick time Ms. Lynch may have available.
- H.** It is recommended that the Board approve a medical leave of absence to **Ms. Pam Tortoriello**, Teacher of Grade 2 at Barclay Brook School, effective December 17, 2010 through January 28, 2011. It is further recommended that this leave shall be without pay except to the extent of any sick days Ms. Tortoriello may have available.
- I.** It is recommended that the Board approve a medical leave of absence to **Ms. Lucy Mayne**, Lead Custodian at Oak Tree School, retroactive to December 6, 2010 through December 13,

2010. It is further recommended that this leave shall be without pay except to the extent of any sick days Ms. Mayne may have available.

- J.** It is recommended that the Board approve a medical leave of absence to **Ms. Diane Arcaro**, paraprofessional at Brookside School, effective December 22, 2010 pending further action of the Board (for a period of approximately 6-8 weeks). It is further recommended that this leave shall be without pay except to the extent of any sick days Ms. Arcaro may have available.
- K.** It is recommended that the Board approve a medical leave of absence to **Ms. Roseann Bennet**, Bus Driver in the Transportation Department, retroactive to November 29, 2010 pending further action of the Board (for a period of approximately 6 weeks). It is further recommended that this leave shall be without pay except to the extent of any sick days Ms. Bennet may have available.
- L.** It is recommended that the Board approve an extended medical leave of absence to **Ms. Margaret Cerny**, Special Education teacher at the High School, effective November 22, 2010 through January 31, 2011. It is further recommended that this leave shall be without pay except to the extent of any sick days Ms. Cerny may have available.
- M.** It is recommended that the Board approve a maternity/child rearing leave of absence to **Ms. Victoria DeCarlo**, Teacher of Grade 5 at Brookside School, effective February 7, 2011 through June 30, 2011 in accordance with Article 17 of the collected negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association. Ms. DeCarlo's unpaid leave shall commence following the sick days she is entitled to utilize. Ms. DeCarlo's unpaid leave dates will be counted against her entitlement to unpaid leave pursuant to the FMLA and the NJFLA, as appropriate.
- N.** It is recommended that the Board approve a maternity/child rearing leave of absence to **Ms. Christine DelRe**, Teacher of grade 4 at Brookside School, effective February 7, 2011 through June 30, 2011 in accordance with Article 17 of the collected negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association. Ms. DelRe's unpaid leave shall commence following the sick days she is entitled to utilize. Ms. DelRe's unpaid leave dates will be counted against her entitlement to unpaid leave pursuant to the FMLA and the NJFLA, as appropriate.
- O.** It is recommended that the Board approve a maternity/child rearing leave of absence to **Ms. Elisa Bifulco**, Teacher of grade 3 at Mill Lake School, effective February 7, 2011 through June 1, 2011 in accordance with Article 17 of the collected negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association. Ms. Bifulco's unpaid leave shall commence following the sick days she is entitled to utilize.

Bifulco's unpaid leave dates will be counted against her entitlement to unpaid leave pursuant to the FMLA and the NJFLA, as appropriate.
- P.** It is recommended that the Board approve a maternity/child rearing leave of absence to **Ms. Noreen Clifford**, Speech/Language Specialist at Barclay Brook School, effective February 23, 2011 through June 25, 2011 in accordance with Article 17 of the collected negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association. Ms. Clifford's unpaid leave shall commence following the sick days

she is entitled to utilize. Ms. Clifford's unpaid leave dates will be counted against her entitlement to unpaid leave pursuant to the FMLA and the NJFLA, as appropriate.

- Q.** It is recommended that the Board approve a return to work of **Ms. Karen Hellriegel**, Bus Driver in the Transportation Department, effective December 6, 2010.
- R.** It is recommended that the Board approve a return to work of **Ms. Julie Magid**, Bus Driver in the Transportation Department, effective December 6, 2010.
- S.** It is recommended that the Board approve a return to work of **Ms. Dina Dale**, Teacher of grade 6 at Woodland School, effective January 3, 2011.
- T.** It is recommended that the Board approve a correction in the Saturday Academy Teaching Staff at Oak Tree.

Christine Viszoki – approved for all cycles – **should read cycle I only**

- U.** It is recommended that the Board approve the following certificated personnel at the following steps and guides:

<b>Employee</b>	<b>Position</b>	<b>School</b>	<b>Salary Guide</b>	<b>Account No.</b>	<b>Dates</b>	<b>Reason for hire</b>
Shawanda Beale	Guidance Counselor	MTHS	Step 7 MA \$52,848+\$3450	11-000-218-104-000-070	1/3/11-6/30/11 pending approval of criminal history	Replacement position
Shirah Sternfeld	Speech Therapist	Applegarth	Step 2 MA \$46,158 + \$3450	11-000-216-100-000-098	12/16/10-6/30/11	Replacement position
Manjit Sran	Math Lead Teacher	MTHS	MTEA hourly rate \$53.87 up to 12 hours per month for 12 months	11-140-100-101-000-070	Retroactive 11/18/10-6/30/11	Correction
Kristin Miller	Math Lead Teacher	PreK-6	MTEA hourly rate \$53.87 up to 12 hours per month for 12 months	11-110-100-101-000-010 (50%) 11-120-100-101-000-010 (50%)	Retroactive 11/18/10-6/30/11	Correction
Laurie Pike	Math Lead Teacher	PreK-6	MTEA hourly rate \$53.87 up to 12 hours per month for 12 months	11-120-100-101-000-020 (75%) 11-130-100-101-000-030 (25%)	Retroactive 11/18/10-6/30/11	Correction
Maria Steffero	Math Lead Teacher	Applegarth	MTEA hourly rate \$53.87 up	11-130-100-101-000-050	Retroactive 11/18/10-	Correction

			to 12 hours per month for 12 months		6/30/11	
Jena Rose	TOH	MTHS	117% of step 8A BA \$60,198	11-213-100-101-000-093	Retroactive 11/19/10-1/31/11	Additional section – leave replacement
Deborah DeBoer	TOH	MTHS	117% of step 11BA+15 \$76,609+ \$1750	11-213-100-101-000-093	Retroactive 11/19/10-1/31/11	Additional section – leave replacement
Amy Farell	TOH	MTHS	117% of step 4BA \$46,608	11-213-100-101-000-093	Retroactive 11/19/10-1/31/11	Additional section – leave replacement
Denise DiMeola	TOH	MTHS	117% of step 2BA \$46,158	11-213-100-101-000-093	Retroactive 11/19/10-1/31/11	Additional section – leave replacement
Jovanna Quindes	TOH	MTHS	117% of step 8A BA \$60,198	11-213-100-101-000-093	Retroactive 11/19/10-1/31/11	Additional section – leave replacement
Katherine Doll	Grade 6	Woodland School	Step 1 BA \$46,003 pro rated	11-130-100-101-000-030	1/3/11-6/30/11	Maternity leave replacement
Risa Krasnove	Grade 2	Barclay Brook	Step 1 MA \$46,003+\$3450 prorated	11-120-100-101-000-010	1/3/10-1/28/11 pending approval of criminal history	Leave replacement
Kim Synarksi	Grade 4	Brookside	Step 2 BA \$46,158 pro rated	11-120-100-101-000-020	2/3/11-6/30/11	Maternity leave replacement
Teresa Gregorio	Grade 5	Brookside	Step 1 BA \$46,003 pro rated	11-120-100-101-000-020	2/3/11-6/30/11	Maternity leave replacement
William Kelly	Physics Teacher	MTHS	117% of Step 11BA \$76,609 pro rated	11-140-100-101-000-070	1/10/11-3/4/11	Leave replacement - teaching additional section
Dr. George Pangalos	Physics Teacher	MTHS	117% of Step 11DR \$76,609 + \$5,750 pro rated	11-140-100-101-000-070	1/10/11-3/4/11	Leave replacement - teaching additional section
Ryan Tolboom	Physics Teacher	MTHS	117% of Step 6BA \$47,958 pro rated	11-140-100-101-000-070	1/10/11-3/4/11	Leave replacement - teaching additional section
Rama Basu	Physics Teacher	MTHS	117% of Step 11 DR \$76,609	11-140-100-101-000-070	1/10/11-3/4/11	Leave replacement -

			+ \$5,750 pro rated			teaching additional section
Janice Ogin	Physics Teacher	MTHS	117% of Step 5BA \$46,858 pro rated	11-140-100- 101-000-070	1/10/11- 3/4/11	Leave replacement - teaching additional section
Diana Basmajian	Physics Teacher	MTHS	117% of Step 11BA \$76,609 pro rated	11-140-100- 101-000-070	1/10/11- 3/4/11	Leave replacement - teaching additional section
Karen Earl	Praxis II Social Studies Instructor	MTHS	Total of 18 hours at the hourly supplemental \$53.87	20-252-100- 000-098	January 2011 through March 2011	Praxis instruction ARRA grant
Dina Dale	Saturday Academy	Oak Tree	Hourly supplemental \$53.87 Cycle II and III	20-252-100- 000-098	2010-2011 school year	Replacement position
Janet Kaufman	Drama Director	Applegarth	\$3004	11-401-100- 100-000-098	Spring 2011	Advisory position
Nina Schmetterer	Assistant Music/ Choreo- grapher	Applegarth	\$1700	11-401-100- 100-000-098	Spring 2011	Advisory position
CarolAnn Kiss	Set Design	Applegarth	\$834	11-401-100- 100-000-098	Spring 2011	Advisory position
Melissa Mazur	Volunteer Key Club Advisory	MTHS	Volunteer	11-401-100- 100-000-098	2010-2011 school year	Volunteer
Mark Wetzel	Volunteer Ice Hockey Coach	MTHS	Volunteer	11-402-100- 100-000-098	2010-2011 school year	Volunteer
Richard Garcia	Volunteer golf coach	MTHS	Volunteer	11-402-100- 100-000-098	2010-2011 school year	Volunteer
Brenda Ogrodnick	After School Basic Skills	Mill Lake	\$77.56 per session	11-130-100- 101-000-040	12/16/10- 6/30/11	Substitute

U. It is recommended that the Board approve the following non-certificated personnel at the following steps and guides:

Employee	Position	School	Salary Guide	Dates	Account No.	Reason for hire
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Maria Ledbetter	Custodian	Mill Lake/ Barclay Brook	\$27.98 hr/ After 3 + B.S. + 20 yrs. long. (reduction)	11/18/10 -6/30/11	11-000-262-100- 000-040 (50%) 11-000-262-100- 000-010(50%)	Transfer
Sharon Maher	Drill Team	MTHS	\$2812	2010- 2011 school year	11-402-100-100- 000-098	Transfer from Color Guard to Drill Team
Erik Romero	Assistant Marching	MTHS	Fall Color Guard	2010- 2011 school year	11-402-100-100- 000-098	Correction – originally read winter color guard
Joe Garavente	Volunteer Boy's Lacrosse coach	MTHS	Volunteer	2010- 2011 school year	11-402-100-100- 000-098	Volunteer
Lisa Church	Para – grade 2	Oak Tree	Step 1 Para Guide \$11.93 hr/ 3.0/hr per day	1/3/11- 6/30/11	11-120-100-101- 000-060	New position
Jennifer Sokoloski	Para -grade 2	Oak Tree	Step 1 Para Guide \$11.93 hr 3.0/hr day	1/3/11- 6/30/11	11-120-100-101- 000-060	New position
Nancy Tagliaferro	Human Resource Secretary	District	Step 1 \$35,000 + \$900 prorated	12/22/10 -6/30/11	11-000-230-100- 000-090	Leave Replacement
Maria Hughes	Para	Barclay Brook	Step 3 Spec. Ed. \$12.13 + \$1.00 + \$1.00 toileting 6.75/hrs day	12/16/10 -6/30/11	11-204-100-106- 000-093	New position
Matthew Boone	Payroll Coordinator	District	\$61,827 pro rated + \$900	12/16/10 -6/30/11	11-000-251-100- 000-095	Transfer – replacement position

V. It is recommended that the board approve the attached list of substitutes for the 2010-2011 school year.

**Certificated**

Cindy Ortolano  
Bianca Lens  
Jill Rizzo  
Kaitlin McGreevy  
Jennifer Hannon

Substitute Teacher/Avid Tutor  
Substitute Teacher/Avid Tutor  
Substitute Teacher/Avid Tutor  
Substitute Teacher  
Substitute Teacher

**Non-Certificated**

Jennifer Sokolowski

Paraprofessional

## V. Board Action

- A. It is recommended that the Board approve the attached list of requests for Staff Professional Development.
- B. It is recommended that the Board approve the attached list of request for Field Trips.
- C. It is recommended that the Board approve the attached list of Student Teacher Placements.
- D. It is recommended that the Board accept the attached list of Student Suspensions for the month of November 2010.
- E. It is recommended that the Board accept the IMPACT grant award in the sum of \$61,313 for the 2010-2011 school year.
- F. It is recommended that the Board accept the Monroe Township Board of Education Educational Assistance Plan.
- G. It is recommended that the Board approve an Autism Awareness Program at Brookside School on January 13, 2011 (two assemblies) "Just 2 Moms" in the amount of \$225.00. Program will be funded through the ARRA grant (account no. 20-252-100-000-098).
- H. It is recommended that the Board approve Apple to provide Apple Professional Development to staff members in January 2011. There will be two days of training at a fee of \$4,500.00. Program will be funded through the ARRA grant (account no. 20-252-200-000-300).
- I. It is recommended that the Board approve the following curriculum for the 2010-2011 school year:

Algebra I AB  
Algebra I  
Algebra II  
Algebra II Honors  
Computer Programming Honors

- J. It is recommended that the Board approve **Ms. Sharon Biggs**, Administrative Assistant to the Superintendent, as the District's Anti-Bullying Liaison.
- K. It is recommended that the Board approve the re-adoption of the following Policies:

4111	Creating Positions
4145	Layoffs
4150	Discipline
4152	Freezing or Reducing Wages
4161	Examination for Cause
4214	Conflict of Interest
4215	Code of Ethics
4321	Acceptable Use of Computer Network/Computers and Resources by Support Staff Members
4415	Substitute Wages
4425	Work Related Disability Pay

4431 Uncompensated Leave

L. It is recommended that the Board approve the revisions of the following Policies:

168 Recording Minutes  
1110 Organizational Chart  
1550 Affirmative Action Program for Employment and Contract Practices/Employment Plan  
4140 Termination  
4219 Commercial Driver Controlled Substances and Alcohol Use Testing

M. **2010-2011 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 9/1/10 through 11/30/10 -----\$136.46

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
10/27/10	MTHS	Substance abuse - confirmed	
12/2/10	MTHS	vandalism	\$120.00
12/8/10	Brookside	fight	

BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS - DECEMBER 15, 2010

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$7,180,283.59 for October 2010 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

B. BILL LIST – NEW HIGH SCHOOL (BOND SERIES 2004)

It is recommended that the bills totaling \$1,452,447.27 for October 2010 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

C. BILL LIST–NEW HIGH SCHOOL (BOND SERIES 2008)

It is recommended that the bills totaling \$274,055.26 for October 2010 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

D. SECRETARY'S FINANCIAL & CASH REPORT

In accordance with N.J.A.C. 6A:23-2-11(c)4, Be It Resolved that the Board of Education hereby certifies that it is in receipt of the Financial Reports for October 2010, which indicates that no major accounts or funds have been over expended and that sufficient funds are available to meet the district's financial obligations for the fiscal year in accordance with N.J.A.C. 6A:23-2.11(b). In accordance with N.J.A.C. 6A:23-2.11(c)3, Be It Further Resolved that the Board Secretary certifies that the October 2010 Secretary's Report indicates that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in accordance with N.J.A.C. 6A:23-2.11(a).

E. TRANSFER #4

It is recommended that members of the Board of Education approve Transfer #4 as presented for fiscal year 2010/11. A copy is attached hereto.

## F. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve the firm of “Gerard Stankiewicz of Samuel Klein and Company” to perform the 2010/11 audit in the amount of \$35,900. and the ASSA in the amount of \$4,250. It is further recommended that the firm of “Gerard Stankiewicz of Samuel Klein and Company” be approved to perform other services during fiscal year 2010/11 as needed. Other services as may be required during the contract period, as requested, will be billed at hourly rates as indicated below and determined by the degree of skill required for the respective services(no change from prior year):

Partners or Principals	\$110. to \$150.
Managers or Supervisors	\$85. to \$105.
Staff Members or Para-Professionals	\$50. to \$80.

For 2010/11, Gerard Stankiewicz or equivalent will be billed at \$145 per hour which is no change from prior year.

Please refer to the enclosed document for supplemental information.

2. It is recommended that members of the Board of Education approve New Hope Foundation to provide home instruction for students who are in an in-patient treatment facility for a fee of \$300 per week or any part thereof for the 2010/11 fiscal year.
3. It is recommended that members of the Board of Education approve Rutgers Project NSTM (National Setting Therapeutic Management) for the following clinical services at a rate of \$3,500:
  - Programmatic assessment of current district program
  - Behavioral Needs Assessment/Program Evaluation of student’s behavior in the current academic placement
  - Comprehensive file review
  - Classroom observation and staff interviews
  - Comprehensive Program Evaluation/Behavioral Needs Assessment Report

## G. PURCHASE AUTHORIZATION – CHEERLEADING SUPPLIES

It is recommended that members of the Board of Education authorize Michael C. Gorski, Business Administrator/Board Secretary to procure sports supplies and equipment from Leisure Sporting Goods under State Contract #A66833.

## H. E-RATE FUNDING

It is recommended that members of the Board of Education authorize On-Tech Consulting, Inc. to manage the E-Rate process for the 2010-2011 funding year. Please refer to attachment for supplemental information.

I. 2011/2012 PRELIMINARY BUDGET/SCHOOL ELECTION CALENDAR

It is recommended that members of the Board of Education approve the attached 2011/2012 Preliminary Budget/School Election Calendar.

J. PUPIL TRANSPORTATION

It is recommended that members of the Board of Education approve the attached schedule of “Transportation Jointures Other Districts Change” for student transportation. Please refer to the attached analysis for supplemental information.

K. PUPIL TRANSPORTATION

It is recommended that members of the Board of Education approve the attached schedule of “District Routes Joint Agreements Change” for student transportation. Please refer to the attached analysis for supplemental information.

L. CAPITAL RESERVE WITHDRAWAL

It is recommended that members of the Monroe Township Board of Education authorize and approve a withdrawal from the “Capital Reserve Account” in the amount of \$19,118. to “Fund 12 Construction Services”, account #12-000-400-450, for a “VUVE1253 Unit Ventilator” for Mill Lake Elementary School Annex.

M. GRANT ACCEPTANCE

It is recommended that members of the Board of Education acknowledge receipt of and accept a check in the amount of \$23,156. from New Jersey School Boards Association Insurance Group as related to the 2010 Safety Grant Program awarded by Educational Risk Insurance Consortium-North, a sub-fund of the New Jersey School Boards Association Insurance Group.

The above action authorizes the Business Administrator to sign and administer contracts and/or purchase orders.

MICHAEL C. GORSKI

Prepared by

DECEMBER 15, 2010

Meeting Date