

Minutes of the Public Board of Education meeting held on March 1, 2012 at the Monroe Township High School.

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

ATTENDANCE

BOARD MEMBERS PRESENT

Ms. Kathy Kolupanowich, Board President  
Ms. Amy Antelis  
Mr. Marvin Braverman  
Mr. Lew Kaufman  
Mr. Mark Klein  
Mr. John Leary  
Mr. Lou Masters  
Mr. Ira Tessler

BOARD MEMBERS ABSENT

Mr. Ken Chiarella, Vice President

JAMESBURG BOARD MEMBER REPRESENTATIVE ABSENT

Ms. Patrice Faraone

STUDENT BOARD MEMBERS PRESENT

Mr. Jonathan Kim

STUDENT BOARD MEMBERS ABSENT

Ms. Eneri S. Patel

STAFF PRESENT

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

MEMBERS OF THE PUBLIC – 50

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 February 24, 2012:

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 Members spoke about: The High School Library One Book Read, testing, Mr. Monroe contest, a Princeton University visit and the Drama Club performance of Urinetown.

STUDENT PRESENTATION - Postponed

### PRESENTATION, PUBLIC FORUM AND ADOPTION OF THE 2012-2013 TENTATIVE SCHOOL BUDGET

Dr. Hamilton, Dr. Gorman and Mr. Gorski gave a presentation as related to the 2012-2013 Tentative School Budget including budget philosophy, projected enrollment increase, programs in the budget, expansion of Balanced Literacy, AVID, and AP(20) programs as well as revenue sources. Members of the Board of Education and the public asked questions and made comments related to the 2012-2013 Tentative School Budget. A motion was made by Mr. Leary and seconded by Mr. Kaufman to adopt the 2012-2013 Tentative School Budget and file the required documents with the Executive County Superintendent. Roll Call – 8 – 0. Motion Carried.

PUBLIC FORUM - None

### SUPERINTENDENT'S REPORT/RECOMMENDATIONS

#### PERSONNEL

A motion was made by Mr. Kaufman and seconded by Mr. Braverman that Personnel Items (A - Q) be approved by consent roll call. Roll Call – 8 – 0. Motion Carried. The vote included the Jamesburg Board Member Representative where appropriate. 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. Antelis and seconded by Mr. Tessler that Board Action items (A – G) be approved by consent roll call. Mr. Klein asked questions as related to Items A, D and F and received appropriate answers. Mr. Leary asked for clarification as related to Item E and received an appropriate response. Roll Call – 8 – 0 with Mr. Leary voting no to Item E. Motion Carried. The vote included the Jamesburg Board Member Representative where appropriate. A copy of the Board Action Section of the Superintendent's Report is attached to the official set of minutes.

BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

A motion was made by Ms. Antelis and seconded by Mr. Masters that Board Action Items (A – C) be approved by consent roll call. Roll Call – 8 – 0 with Mr. Kaufman recusing on Section 2 under Item C. Motion Carried. The vote included the Jamesburg Board Member Representative where appropriate. 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

Ms. Kolupanowich mentioned there will be an Applegarth update under Committee Reports. Ms. Kolupanowich also stated that at the last Board meeting there was a request by the Township Human Relations Committee that there be a Board representative and thanked Ms. Antelis for volunteering to represent the Board.

COMMITTEE REPORTS

Mr. Masters, Vice Chairperson of the Buildings and Grounds/Transportation Committee stated that at the February 29<sup>th</sup> meeting the following items were discussed as related to Applegarth renovations: progress to date, action items updated, state inspections of the renovations, lead paint testing. Additionally, the following items were discussed: Trailer Plan, demographic report and implementation of an Ad Hoc Committee, naming of the High School Auditorium, facility for day care and BASC programs, radon testing and roof repairs for Brookside School

OTHER BOARD OF EDUCATION BUSINESS

Mr. Klein spoke about State Aid and the role of the State in providing for free public schools.

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 Matters: Harassment, Intimidation and Bullying Incidents

Incident No.	Date of Incident	School	Offender number
103	2/13/2012	MTMS	86425, 80549, 81041, 78571, 78556, 85027, 82340
104	2/16/2012	MTMS	82675
105	2/24/2012	MTHS	77961
106	2/24/2012	MTHS	86625, 85928, 86636

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 Mr. Kaufman and seconded by Mr. Klein that the members of the Board of Education go into closed session. Motion Carried.

Adjourned to Closed Session at 8:20 p.m.

Returned to Public Meeting at 8:26 p.m.

### PUBLIC FORUM

Tom Nothstein - 15 Nathaniel Street, stated that at the previous meeting Dr. Hamilton stated he could not disclose the identity of the person discussed in closed session and who was voted to receive an increase. Mr. Nothstein said he checked and found that under OPRA (Sunshine Act) the name could have been disclosed and Dr. Hamilton said that was correct and he'd checked with the attorney and although the employee number was utilized if a question arose he would not have breached confidentiality. Mr. Nothstein then asked who the employee was and Dr. Hamilton stated it was Sharon Biggs. Next, he asked about the send/receive agreement with the District and if the number in the stated is what Jamesburg is paying and Mr. Gorski responded that it is the number that Jamesburg is budgeting for appropriations to Monroe to offset costs. He further explained how the per student amount is calculated and how settlement is done after the school year is over.

Jeff Fong - 4 Muirfield Blvd along with Jaimini Shah - 6 Camelot Drive, and Ving Li - 15 Leila Court, stated that their children along with six others had previously attended Monroe schools but are now attending Middlesex County Academy for high school. In the past years all students have been allowed to take the AP exams at Monroe High School but for some reason this year they are being told they cannot. Dr. Hamilton stated he was reasonable sure that they would be able to accommodate the students and he would be in touch with them in the upcoming week regarding this matter's resolution.

Doug Poye - 4 Tamarack Way, stated that on the website it is difficult to locate a specific policy and Mr. Gorski explained there is a search feature that can be used to locate a specific policy. Also, Mr. Poye commended Mr. Klein for all his efforts to get additional State funding.

Jennifer Marcus – 15 Harvestview Drive, read a statement related to elevated CO2 levels and the impact on students' ability to learn and 'sick building syndrome'. Additionally, she stated that in a 2006 report signed by Dr. Richard Lynch several rooms contained CO2 levels which increased in the afternoon to more than 1000 parts per million. She asked how is the problem fixed, were the teachers met with to discuss indoor air quality, why was Lysol being sprayed, how did the school notify the parents, was the status report of the HVAC equipment provided and were the non-functioning unit ventilators repaired. Dr. Gorman stated he could answer most of the questions because he was acting principal there and all types of steps had been taken. Dr. Gorman responded that in the rooms which had elevated levels as stated in Dr. Lynch's report the ventilation units were changed out, Dr. Lynch attended several staff meetings and there was a question and answer period, that Lysol was being sprayed inappropriately by only one teacher, he believes that parents were notified via letter but did not have the specifics and that he believes a status report was provided.

Robert Roche – 18 Yorkfield Blvd., thanked Mr. Gorski for his efforts with refinancing the bonds which will save a substantial amount of money over several years. Additionally, Mr. Roche stated his concern about getting the most accurate information posted on the website as related to committee meetings and Ms. Kolupanowich stated it would be looked into.

Charlene Allo – 208 Gravel Hill Road, asked if any Board members were on the board in 2006 and if so were you aware of the air quality issue and whether it was fixed without having to wait for Dr. Lynch to answer the questions. Ms. Antelis stated she was on the board and her children were in Applegarth and she thinks she was notified and her children are fine today as is Dr. Gorman. Ms. Kolupanowich stated that whenever there is a problem in the district with air quality it is immediately addressed and remediated if necessary. Mr. Gorski stated that all appropriate air quality testing would be done before a student or staff member will be placed back in Applegarth School; oxygen, CO2, radon, etc.

Tracy Reilly – 228 Dey Grove Road, stated she was at the last Buildings and Grounds Committee Meeting at Oak Tree School and she raised the issue of lead in the school and Dr. Lynch said there is no lead in the school. However, she said that now she heard that there is lead in three spots in the school and wants to know if further testing will be done and Kathy Kolupanowich clarified that Dr. Lynch said there might be lead in three locations. Ms. Reilly then asked when Radon testing would be done and Dr. Hamilton responded that it has not yet been scheduled as it had only been decided upon the previous night. Finally, Ms. Reilly asked what will be done related to fire safety at Applegarth such as sprinklers and fire walls and Dr. Hamilton responded that the guidelines will followed as required to meet code.

Chrissy Skurbe – 8 Seminole Court, stated that carbon dioxide levels can only be tested with children present and asked how this was to be addressed. Kathy Kolupanowich stated whatever tests can be done ahead of time will be done and more testing will be done once children are present. Ms. Skurbe expressed concern that no testing has been done since 2006 and Mr. Gorski restated that testing will be done before and after children are in the building.

Tom Nothstein – 15 Nathaniel St., stated there appears to be a contingent of people who will not be happy with their children going to Applegarth School no matter what and he is certain that the Board would never consider putting students into an unsafe environment and that the test for carbon dioxide is a simple airflow test that does not require children to be present. Mr. Nothstein added that the goal is to educate and keep the children safe while watching the tax dollars and he is confident that the Board is doing just that.

May Chu – 16 Eldorado Way, stated in 2006 she never received anything in the mail related to air quality and that her daughter was getting sick with stomachaches and headaches and she had never heard about an air quality issue at Applegarth prior to tonight's meeting.

Esther Gregory - 2 Kelly Court, asked why in ten or eleven years a second opinion was never asked for and why it was just assumed that Dr. Lynch was correct.

ADJOURNMENT

A motion was made by Ms. Antelis and seconded by Mr. Kaufman that the meeting be adjourned. Motion Carried Unanimously. The public meeting adjourned at 9:03 p.m.

Respectfully submitted,



MICHAEL C. GORSKI, CPA  
BOARD SECRETARY/BUSINESS ADMINISTRATOR

MONROE TOWNSHIP BOARD OF EDUCATION  
423 Buckelew Avenue  
Monroe Township, New Jersey 08831  
(732) 521-1500  
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MICHAEL C. GORSKI, CPA  
Business Administrator/  
Board Secretary

Vision Statement

“The Monroe Township Board of Education commits itself to all children by preparing them to reach their full potential and to function in a global society through a preeminent education.”

Mission Statement

“The Monroe Public Schools, in collaboration with the members of the community, shall ensure that all children receive an exemplary education by well trained, committed staff in a safe and orderly environment.”

AGENDA  
PUBLIC MEETING  
THURSDAY – MARCH 1, 2012  
7:00 P.M.

HIGH SCHOOL

**(PLEASE TURN OFF ALL CELL PHONES AND PAGERS DURING THE MEETING)**

**(RECORDING BOARD MEETINGS)\*\***

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL:

BOARD MEMBERS

Ms. Kathy Kolupanowich, Board President

Mr. Ken Chiarella, Board Vice President

Ms. Amy Antelis

Mr. Marvin I. Braverman

Mr. Lew Kaufman

Mr. Mark Klein

Mr. John Leary

Mr. Lou Masters

Mr. Ira Tessler

JAMESBURG BOARD MEMBER REPRESENTATIVE

Ms. Patrice Faraone

STUDENT BOARD MEMBERS

Mr. Jonathan Kim

Ms. Aneri S. Patel

4. STATEMENT (BOARD PRESIDENT)

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 February 24, 2012:

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

5. STUDENT BOARD MEMBERS' REPORT
6. STUDENT PRESENTATION
7. PRESENTATION AND ADOPTION OF THE 2012-2013 TENTATIVE SCHOOL BUDGET
8. PUBLIC FORUM\*
9. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

**I. PERSONNEL**

- A. It is recommended that the Board approve the return to work of **Mr. Chester McNeil**, Security at the High School, effective February 15, 2012.
- B. It is recommended that the Board approve the return to work of **Ms. Lisa Chobarda**, paraprofessional at Woodland School, effective February 15, 2012.
- C. It is recommended that the Board approve a maternity leave of absence to **Ms. Jennifer Murad**, teacher of grade 5 at Brookside School, effective April 26, 2012 through January 7, 2013 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Murad may be entitled.
- D. It is recommended that the Board approve a medical leave of absence to **Ms. Barbara Groza**, Custodian at the High School effective February 7, 2012 through March 12, 2012 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Groza may be entitled.
- E. It is recommended that the Board approve a medical leave of absence to **Ms. Angel Decker**, Resource teacher at Brookside School effective March 13, 2012 through March 23, 2012 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Decker may be entitled.

- F. It is recommended that the Board approve an unpaid intermittent leave of absence to **Ms. Sandy Appel-Bubnowski**, Language Arts teacher at the High School, effective for a period from April 1, 2012 through June 30, 2012. Ms. Appel-Bubnowski's unpaid days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq.
- G. It is recommended that the Board approve a medical leave of absence to **Ms. Michele Virelles**, teacher of Special Education at Brookside School, effective February 22, 2012 to April 16, 2012 (at which time her Board approved maternity leave of absence begins) in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be unpaid at Ms. Virelles request.
- H. It is recommended that the Board approve a medical leave of absence to **Ms. Patricia Lewis**, teacher of Special Education at the Middle School, effective February 27, 2012 through March 23, 2012 (at which time her Board approved maternity leave of absence begins) in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Lewis may be entitled.
- I. It is recommended that the Board approve a modification in the start of **Mr. Scott Weiner's**, teacher of World Language at the Middle School, unpaid leave of absence effective upon his children's release from the hospital, and for a period of three weeks after. Mr. Weiner is entitled to use his three personal days. Mr. Weiner's additional leave will be counted against his entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq., as appropriate.
- J. It is recommended that the Board approve an extended medical leave of absence to **Ms. Kim Goulding**, Family Consumer Science teacher at the High School, effective March 1, 2012 through April 1, 2012 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Goulding may be entitled.
- K. It is recommended that the Board approve an extended medical leave of absence to **Ms. Stacy Weinstein**, Math teacher at the High School, effective February 23, 2012 through February 24, 2012 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Weinstein may be entitled.

L. It is recommended that the Board approve an extended medical leave of absence to **Ms. Joan Fiumefreddo**, secretary at the High School, retroactive to February 13, 2012 through March 9, 2012 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Fiumedreddo may be entitled.

M. It is recommended that the Board approve the increase in hours for the following staff in the transportation department:

<u>DRIVER</u>	<u>Current Hours</u>	<u>Increased To</u>	<u>Rationale</u>
Debbie LaGola	7 hours	8 hours	additional midday run

N. It is recommended that the Board approve the following Clubs and advisors at MTMS for the Spring 2012 session (pending enrollment):

**Club and Advisors (pending enrollment) at MTMS Spring 2012 Session at the non-instructional rate of \$44.85 per hour:**

Scott Messinger - Sports Club

**Club and Advisors (pending enrollment) at MTMS Spring 2012 Session at the Instructional rate of \$53.87 per hour:**

Arlene Baum - Scrapbooking  
Donna Montgomery - Scratch Programming (correction in rate)

O. 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>
Amanda Williams	Teacher of grade 2	Barclay Brook	Step 2 BA \$47,433	11-110-100-101-000-010	3/2/12-6/30/12	Transfer replacement
Danielle Pugliese	Teacher kindergarten	Barclay Brook	Step 1 BA \$47,278	11-110-100-101-000-010	4/16/12-6/30/12	Leave replacement
Marissa Becker	Special Education teacher grade 7 and 8	MTMS	Step 1 BA \$47,278	11-213-100-101-000-093	3/2/12-6/30/12	Leave replacement
Jessica Boll	Special Education Teacher	Brookside	Step 1 BA \$47,278	11-213-100-101-000-093	3/2/12-6/30/12	Leave replacement

Jennifer Chase	National Honor Society	MTHS	50% stipend \$2226	11-401-100-100-000-098	11/15/11-6/30/12	Correction 50%
Adam Good	Assistant Choral Director	MTHS	100% \$2736	11-401-100-100-000-098	9/1/11-6/30/12	Modification from 50% to 100% due to resignation
Jennifer Alagna	Choral Director	MTHS	100% \$4421	11-401-100-100-000-098	9/1/11-6/30/12	Modification from 50% to 100% due to resignation
Nicolette Hommer	Teacher of Math	HS	117% of contract	11-140-100-101-000-070	2/23/12-2/24/12	Extended Leave replacement additional section
Jaclyn Varacallo	Teacher of Math	HS	117% of contract	11-140-100-101-000-070	2/23/12-2/24/12	Extended Leave replacement additional section
Kathleen Dougherty	Teacher of Math	HS	117% of contract	11-140-100-101-000-070	2/23/12-2/24/12	Extended Leave replacement additional section
Michael Wall	Teacher of Math	HS	117% of contract	11-140-100-101-000-070	2/23/12-2/24/12	Extended Leave replacement additional section
Abby Gold	Teacher of Math	HS	117% of contract	11-140-100-101-000-070	2/23/12-2/24/12	Extended Leave replacement additional section
Heather Favretto	Choreographer	HS	Stipend \$2616	11-401-100-100-000-098	9/1/11-6/30/12	Stipend - substitute

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

Employee	Position	School	Salary Guide	Account No.	Dates	Reason for hire
Nancy DeBella	Paraprofessional	Mill Lake	20 years longevity		Retroactive to 2/1/11	Increase in longevity
Cheryl Campanaro	Paraprofessional – Lunch classroom	Mill Lake	Step 5 Reg. 3.75/day		Retroactive to 2/16/12-3/30/12	Increase in hours for leave replacement
Donna Johansson	Basic Skills after school	Mill Lake	Tues. and Thursday 1hr/day		Retroactive to 2/23/12 to 3/29/12	Leave replacement
Barbara Doll	Benefits Coordinator	District	\$1,000 longevity		Retroactive to 1/1/2012	Ten years longevity
Andrea Benevento	10 month secretary	HS	Step 8 +15 longevity Increase hours to 40 hours week	11-000-240-105-000-070	Retroactive to 1/1/12-6/30/12	Correction in date Increase in hours

Q. It is recommended that the Board approve the following substitutes for the 2011-2012 school year:

**Avid Tutors (account no. 11-190-100-106-000-098) \$11.50/hr**

Ryan Rosati

**Certificated**

Gini Avivi

Francine Baker

Matthew Rossi

Tommaso Guarino

James Kushner

**Non-certificated**

Lisa Russolese

**II. 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 approve the tuition for the Middlesex Arts and Education Center for the 2011-2012 school year for a total of \$25,720.00:

8 High School students	\$ 6,520.00
24 Middle School Students	\$19,200.00

E. **Field Trip Request**

It is recommended that the Board approve student no. 86813 and four wrestling coaches to attend the Wrestling Region 5 Championship in Atlantic City, NJ on March 2, 2012 through March 4, 2012. The cost of this trip will be approximately \$1700.00.

- F. It is recommended that the Board approve the following curriculum for the 2011-2012 school year:

3-D Art I  
Studio Art I  
Laboratory Biology

- G. It is recommended that the Board approve revision and/or re-adoption the following Policies and Regulations:

Reg. 5350	Pupil Suicide	
Policy 5410	Promotion and Retention	
Reg. 5410	Promotion and Retention	
Policy 5411	Promotion from Eighth Grade	
Policy 5420	Reporting Pupil Progress	
Reg. 5420	Reporting Pupil Progress	
Reg. 5420.1	Cutting Class	
Policy 5430	Class Rank	
Reg. 5430	Class Rank	
Policy 5450	Competitive Co-Curricular Activities/Interscholastic Athletic	Awards
Reg. 5450	Athletic Awards	
Reg. 5460.1	High School Transcripts	
Policy 5465	Early Graduation	
Reg. 5465	Early Graduation	
Policy 5500	Expectations for Pupil Conduct	
Reg. 5500	Expectations for Pupil Conduct	
Policy 5511	Dress and Grooming	
Reg. 5511	Dress and Grooming	
Policy 5513	Care of School Property	
Reg. 5513	Care of School Property	
Policy 5514	Pupil Use of Vehicles	
Reg. 5514	Pupil Use of Vehicles	
Policy 5517	Pupil Identification Cards	
Policy 5520	Disorder and Demonstration	

10. BUSINESS ADMINISTRATOR’S REPORT

BOARD ACTION

A. BID AUTHORIZATION – GROUNDS CARE MAINTENANCE

It is recommended that members of the Board of Education authorize Michael C. Gorski, Business Administrator/Board Secretary and Purchasing Agent to advertise for and solicit bids for Grounds Care Maintenance. This bid when awarded by members of the Board of Education will be encumbered against the 2011/12 budget.

B. RESOLUTION FOR PARTICIPATION IN COORDINATED TRANSPORTATION

It is recommended that members of the Board of Education approve the following resolution entitled “Resolution for Participation in Coordinated Transportation”:

WHEREAS, the MONROE TOWNSHIP Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Middlesex Regional Educational Services Commission, hereinafter referred to as the MRESC, offers coordinated transportation services; and

WHEREAS, the MRESC will organize and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus an administration fee of 2% or 4% for member districts, or of 6% for non-member districts, as presented to the MONROE TOWNSHIP Board of Education as calculated by the billing formula adopted by the MRESC's Board of Education. Said formula shall be based on a route cost divided by the number of students allocated to each participating district. The total amount to be charged to districts will be adjusted based on actual costs.

I. The MRESC will provide the following services:

- a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
- b. monthly billing and invoices;
- c. computer print-outs of student lists for all routes coordinated by MRESC;
- d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
- e. constant review and revision of routes;
- f. provide transportation within three days or sooner after receipt of the formal written request; and

It is further agreed that the MONROE TOWNSHIP Board of Education will provide the MRESC with the following:

a. requests for special transportation on approved forms to be provided by the MRESC, completed in full and signed by previously authorized district personnel;

b. withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;

II. Additional Cost - all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district. All such costs must first be approved by the MONROE TOWNSHIP Board of Education.

III. Length of Agreement - this agreement and obligations and requirements therein shall be in effect between July 1, 2011 and June 30, 2012.

IV. Entire Agreement - this agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.

**C. RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF NOT EXCEEDING \$67,500,000 SCHOOL DISTRICT REFUNDING BONDS, SERIES 2012 OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONROE, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, AND PROVIDING FOR THE SALE AND DELIVERY OF SUCH BONDS**

It is recommended that Members of the Board of Education approve the following resolution entitled: RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF NOT EXCEEDING \$67,500,000 SCHOOL DISTRICT REFUNDING BONDS, SERIES 2012 OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONROE, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, AND PROVIDING FOR THE SALE AND DELIVERY OF SUCH BONDS

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONROE, IN THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. School District Refunding Bonds, Series 2012 of the Board of Education of the Township of Monroe, in the County of Middlesex, New Jersey (the “Board of Education”), in an amount not to exceed \$67,500,000 (the “Bonds”) are hereby authorized to be issued pursuant to N.J.S.A. 18A:24-61 *et seq.* of the School Bond Law of the State of New Jersey (the “State”) and a refunding bond ordinance of the Board of Education finally adopted on February 15, 2012 and entitled, “Refunding Bond Ordinance of the Board of Education of the Township of Monroe, in the County of Middlesex, New Jersey, providing for the refunding of a portion of the Board’s outstanding School District Bonds, Series 2004 dated February 15, 2004, appropriating not to exceed \$67,500,000 therefor and authorizing the issuance of not to exceed \$67,500,000 School District Refunding Bonds of the Board of Education for financing the cost thereof” (the “Refunding Bond Ordinance”).

Section 2. The Bonds are hereby authorized to be sold to Citigroup Global Markets, Inc., as senior manager, and RBC Capital Markets, LLC, as co-manager (collectively, the “Underwriter”) at a purchase price to be set forth in the Purchase Contract (the “Purchase Contract”) described below (which sum shall represent the par amount of the Bonds to be delivered less an Underwriter’s discount to be determined in an amount not exceeding \$5.00 per \$1,000 of Bonds sold and any original issue discount or premium to be determined in the Purchase Contract), plus interest accrued on the Bonds from their dated date to the date of delivery thereof, if any. The President and/or the Secretary of the Board of Education (the “President” and the “Board Secretary,” respectively) are hereby authorized to enter into the Purchase Contract with the Underwriter on behalf of the Board of Education in the form satisfactory to the Board of Education’s bond counsel and upon terms satisfactory to the Board Secretary for the sale of the Bonds to the Underwriter in accordance with the provisions of this resolution; *provided*, that the sale of the Bonds results in a net present value savings to the Board of Education of at least three percent (3%) of the par amount of the Refunded Bonds (as hereinafter defined) and otherwise in accordance with the terms provided in the approval of the Local Finance Board granted on February 8, 2012, for the refunding of a portion of the Board of Education’s outstanding School District Bonds, Series 2004 dated February 15, 2004 originally issued in the aggregate principal amount of \$67,699,000 (the “Prior Bonds”). The Prior Bonds to be refunded are the Prior Bonds maturing in the years 2015 through 2028, inclusive (the “Refunded Bonds”). The signature of the President or the Board Secretary on the Purchase Contract shall be conclusively presumed to evidence any necessary approvals therefor.

Section 3. (a) The Bonds shall be issued in the par amount determined by the Board Secretary to be necessary to pay costs of issuance and to provide an escrow fund that, when invested, will be sufficient to provide for the timely payment of the principal and redemption premium, if any, of and interest on the Refunded Bonds, but in no event greater than \$67,500,000.

(b) The Bonds shall be dated the date of delivery or such other date as determined by the Board Secretary, and shall bear interest at the rates per annum as set forth in the Purchase Contract, provided that such fixed interest rates on the Bonds shall cause the true interest cost thereof to be less than or equal to 5.25%.

(c) The Bonds shall be numbered consecutively from R-1 upward for each maturity, with such serial maturities as set forth in the Purchase Contract.

(d) The Bonds will be issued in fully registered form. One certificate shall be issued for the aggregate principal amount of Bonds maturing in each year. Both principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York (“DTC”), which will act as securities depository for the Bonds. The certificates will be on deposit with DTC. DTC will be responsible for maintaining a book-entry system for recording the interests of its participants or the transfers of such interests among its participants. The participants will be responsible for maintaining records regarding the beneficial ownership interests in the Bonds on behalf of individual purchasers. Individual purchases may be made in the principal amount of \$5,000 or any integral multiple thereof through book-entries made on the books and records of DTC and its participants, except that an amount maturing in any one year in excess of the largest principal amount thereof equaling a multiple of \$5,000 will be in denominations of \$1,000 or any integral multiple thereof.

(e) The Bonds shall mature in the principal amounts as set forth in the Purchase Contract, commencing August 1, 2012 through and including August 1, 2028, and shall bear interest at the rates per annum as set forth in the Purchase Contract payable semiannually on the first day of February and August, commencing August 1, 2012, until maturity or prior redemption, if applicable. The principal of and interest on the Bonds will be paid to DTC by the Board of Education on the respective maturity dates and due dates and will be credited on the respective maturity dates and due dates to the participants of DTC as listed on the records of DTC, as of each next preceding January 15 and July 15. The Bonds shall be executed by the manual or facsimile signatures of the President under the official seal of the Board of Education (or facsimile thereof) affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Board Secretary.

(f) The Bonds may be subject to optional redemption and mandatory sinking fund redemption on such terms as are provided in the Purchase Contract and are acceptable to the Board Secretary in order to obtain the best possible interest rates and the most cost effective financing in consultation with the Board's Financial Advisor and Underwriter.

(g) The Bonds shall be designated as School District Refunding Bonds, Series 2012.

Section 4. The Bonds shall be substantially in the following form with such additions, deletions and omissions as may be necessary for the Board of Education to market the Bonds in accordance with the requirements of DTC:

“Payment of this obligation is secured under the provisions of the ‘New Jersey School Bond Reserve Act’ in accordance with which an amount equal to 1% of the aggregate outstanding bonded indebtedness (but not to exceed the moneys available in the fund), of New Jersey counties, municipalities and school districts for school purposes as of September 15 of each year, is held within the State Fund for the Support of Free Public Schools as a school bond reserve pledged by law to secure payments of principal and interest due on such bonds in the event of the inability of the issuer to make payment.” - New Jersey School Bond Reserve Act, P.L. 1980, c. 72, §6, as amended by P.L. 2003, c. 118, §3.

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11. BOARD PRESIDENT'S REPORT

12. COMMITTEE REPORTS

13. OTHER BOARD OF EDUCATION BUSINESS

14. 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 Matters: Harassment, Intimidation and Bullying Incidents

Incident No.	Date of Incident	School	Offender number
103	2/13/2012	MTMS	86425, 80549, 81041, 78571, 78556, 85027, 82340
104	2/16/2012	MTMS	82675

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

15. PUBLIC FORUM \*16. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING

THURSDAY, MARCH 22, 2012 – 7:00 P.M. – HIGH SCHOOL

17. ADJOURNMENT

\* Public discussion is confined to this portion of the agenda unless permission is granted by the Board President prior to the start of the meeting or when the Board is considering a special agenda item that the Board deems appropriate for public participation. Anyone wishing to address the Board is requested to stand and state his/her name and address.

\*\* Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, or distract Board members or other observers present at the meeting.

The Board will permit the use of tape recorder(s), still or movie camera(s), or videotape camera(s) only when notice of such intended use has been given to the Board Secretary one day in advance of the meeting. No more than three camera(s) may be in use at any time, and any camera must be operated in an inconspicuous location in the meeting room.

The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed.