

Minutes of the Public Board of Education meeting held on November 14, 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
Mr. Ken Chiarella, Vice 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

None

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Ms. Patrice Faraone

STUDENT BOARD MEMBERS PRESENT

Mr. Eneri S. Patel

STUDENT BOARD MEMBERS ABSENT

Ms. Francesca Speranza

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 – 34

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 November 9, 2012:

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

Board President, Kathy Kolupanowich congratulated Marvin Braverman on his reelection to the school board and also congratulated Doug Poye and Anthony Prezioso on their election to the school board.

PUBLIC FORUM - None

APPROVAL OF MINUTES

A motion was made by Mr. Klein and seconded by Mr. Masters to approve the minutes for the Public Board of Education Meeting held on September 12, 2012. Motion Carried with Mr. Chiarella abstaining.

A motion was made by Mr. Tessler and seconded by Mr. Klein to approve the minutes for the Closed Session Board of Education Meeting held on September 12, 2012. Motion Carried with Mr. Chiarella abstaining.

A motion was made by Mr. Masters and seconded by Mr. Klein to approve the minutes for the Public Board of Education Meeting held on October 17, 2012. Motion Carried.

A motion was made by Mr. Chiarella and seconded by Mr. Tessler to approve the minutes for the Closed Session Board of Education Meeting held on October 17, 2012. Motion Carried.

PRESENTATION OF THE 2011/12 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Mr. Gorski, Business Administrator/Board Secretary introduced Mr. Gerard Stankiewicz, Partner with the auditing firm of Samuel Klein and Company.

Mr. Stankiewicz stated that the Board was in receipt of two reports. Namely, the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2012 and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance for fiscal year ending June 30, 2012. He explained both reports and stated that there were no recommendations and further that it was clean and unqualified.

Mr. Stankiewicz explained that samples are taken from several areas including payroll to ensure that accurate payments to pension are being made from the proper accounts, accounts payable, capital projects, student activity funds, grant activity to ensure compliance, bank reconciliations to ensure that they agree with the general ledger.

A motion was made by Mr. Leary and seconded by Mr. Klein that Members of the Board of Education accept and approve the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance, and the related Corrective Action Plan (C.A.P.) and for fiscal year ending June 30, 2012 as presented. Roll Call – 10 – 0. Motion Carried. Mr. Stankiewicz publicly commended Dr. Hamilton, Mr. Gorski and the financial staff for all their hard work in producing such a report with no comments or recommendations. Mr. Gorski expressed appreciation to the Board of Education for their support and expressed appreciation to associates affiliated with Samuel Klein and Company for their professionalism. Mr. Gorski, also, acknowledged and thanked the financial and accounting staff especially Mrs. Laura Allen, CPA and Mr. Gerald Tague. Ms. Kolupanowich and Mr. Chiarella both thanked Mr. Gorski and the Business Office for their efforts which produced a clean and unqualified audit. Mr. Gorski also thanked the public for their trust and support. The public was invited to ask questions or make comments as related to the aforementioned reports. There were no questions or comments from the public.

Mr. Chiarella thanked Dr. Hamilton, Mr. Gorski and Mr. Leary for keeping an eye on the tax dollars. Ms. Kolupanowich thanked Mr. Leary for his service on the board and as Chairperson of the Finance Committee. Mr. Stankiewicz thanked Mr. Leary for his monthly pre-auditing which contributed to the clean audit. Mr. Tessler asked Mr. Stankiewicz out of all the districts he audits what percent have clean audits. Mr. Stankiewicz responded that most do as he works closely with them.

SUPERINTENDENT'S REPORT/RECOMMENDATIONS

Dr. Hamilton commended the maintenance crew for getting the schools open as quickly as they did following Hurricane Sandy.

ENROLLMENTHOME INSTRUCTION

FIRE/LOCKDOWN DRILLS – all schools except for lockdown missing at High School

PERSONNEL

A motion was made by Mr. Chiarella and seconded by Mr. Masters that Personnel Items (A - V) be approved by consent roll call. Roll Call – 10 – 0. Motion Carried with Ms. Antelis recusing on Item T. 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 Mr. Chiarella and seconded by Mr. Kaufman that Board Action items (A – E) be approved by consent roll call. Roll Call – 10 – 0. 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.

A motion was made by Mr. Chiarella and seconded by Mr. Kaufman that Board Action item F be approved by consent roll call. Roll Call – 10 – 0. 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.

A motion was made by Mr. Tessler and seconded by Mr. Chiarella to appoint Mr. Masters as the MRESC (Middlesex Regional Educational Services Commission) representative effective January 1, 2013 through December 31, 2013. Motion Carried.

A motion was made by Mr. Chiarella and seconded by Mr. Masters that Board Action item G which was read by Dr. Hamilton as follows: "It is recommended that the Board renew the Naviance Succeed Essential subscription and the NavStore Learning Style Inventory for the Middle School for the 2012-2013 school year in the amount of \$5,175", be approved by consent roll call. Mr. Tessler asked for an explanation related to Naviance and Dr. Hamilton explained it is a system used to monitor student progress and track where they are going. Roll Call – 10 – 0 Motion Carried.

A motion was made by Ms. Antelis and seconded by Mr. Chiarella that Board Action item H which was read by Dr. Hamilton as follows: "It is recommended that the Monroe Township Board of Education approve, retroactive to November 5, 2012, the previously submitted Agreements regarding employee attendance at school on November 9, 2012, as follows:

- Agreement between the Board and the Monroe Township School Administrators Association; and
- Sidebar Agreement between the Board and the Monroe Township Board of Education Support Staff Association.

The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Agreements." Roll Call – 8 – 0 with Mr. Kaufman and Ms. Antelis recusing. Motion Carried.

A motion was made by Mr. Masters and seconded by Mr. Tessler that Board Action items I & J be approved by consent roll call. Roll Call – 10 – 0. 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.

A motion was made by Ms. Antelis and seconded by Mr. Chiarella to acknowledge and memorialize the following account which was read by Dr. Hamilton and further to add it into Superintendent's Board Action as Item K:

It is recommended that the Members of The Monroe Township Board of Education acknowledge and memorialize the following account as related to Hurricane Sandy and its impact on the district:

The Hurricane/Superstorm arrived in Monroe Township late in the evening of Sunday, October 28, 2012. District facilities were without power for varying durations from October 28th thru November 6, 2012 after which time all facilities had full power restored. Voting operations were able to be successfully conducted at Woodland & Brookside on November, 6, 2012 (Election Day), however the Oak Tree School voting site was relocated to the Applegarth Fire Station due to lack of power at Oak Tree. Damages which are still being calculated are thought not to exceed \$40,000.00 and consist primarily of downed trees, spoiled food and medication, and electrical damage to building HVAC and alarm controls, sensors etc. Monroe Township Office of Emergency Management utilized Monroe Township High School as a shelter for residents on October 29-30th. Six (6) scheduled school days (October 29, 30, 31 & November 1, 2, 5) were cancelled due to the storm, but a planned school closing on November 9, 2012 (NJEA Convention) was able to be reversed to lessen the impact of days lost. However, due to a snow storm on November 8, 2012, (also an NJEA Convention date/planned school closing) the district was closed and was unable to re-coup this day. No staff or student injuries were reported in district as related to the storm. Due to the storm damages suffered by many school districts throughout the state, The Department of Education extended the 12/13 Application for State School Aid (A.S.S.A.) and the District Report of Transported Resident Students (D.R.T.R.S.) filing deadline from 10/31/12 to 11/9/12. Fortunately due to the hard work of the Monroe Township Facilities staff, and the expedited efforts of the Monroe Township Support Staff, these reports were prepared, electronically transmitted, and hard copy delivered to the County Office by the 11/9/12 extended deadline. Also extended by The Department of Education was the deadline for report NJSMART from 11/13-11/22/12 to 11/30/12. This report is in progress and will be filed by the extended deadline.

Mr. Klein asked if the District is able to get any Federal Aid related to any damages we might have had and Dr. Hamilton responded it was not yet known at this time which is why the resolution was read into the record to memorialize the damages/losses. Mr. Chiarella thanked Ms. Kolupanowich and the facilities team for the Herculean effort to get the District's schools up and running and for keeping the Board apprised of the situation via text messages while the power was out. Mr. Tessler echoed Mr. Chiarella's sentiment and suggested that in addition to the Alert Now system a Facebook page be set up as a means to communicate with parents and students. Ms. Antelis agreed with Mr. Tessler. Mr. Kaufman suggested that in the future more attention is given to emergency disaster planning.

Roll Call 10 - 0. Motion Carried.

BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

A motion was made by Ms. Antelis and seconded by Mr. Kaufman that Board Action Items (A – I) be approved by consent roll call. Mr. Klein asked where the district stands on state monies owed and Mr. Gorski responded that just under three million dollars is owed and that final payment request has been submitted which he hopes will be received prior to finalizing the budget. Roll Call – 10 – 0. 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.

STUDENT BOARD MEMBERS REPORT

Ms. Patel spoke about the following events at the High School: the extension of the marking period due to the storm and that schools will be closed on November 22nd and 23rd for Thanksgiving.

BOARD PRESIDENT'S REPORT

Ms. Kolupanowich spoke about the Senate Bill No. 2307 which was written by Mr. Gorski and has been introduced by Senator Greenstein and discussed the implications of its passage. She stated that if bill passes in the Senate it would go to the General Assembly for their consideration and approval and then to the Governor for his signature. Further she stated that if passed it would give significant tax relief to our community in the additional amount of 6.9 million dollars and fully fund the School Funding Reform Act of 2008 for our township. Ms. Kolupanowich feels that the Board of Education and the entire community need to get involved in supporting the passage of this bill. Then a resolution supporting proposed Senate Bill No. 2307 was read by Ms. Kolupanowich as follows;

“WHEREAS, under current law, school districts are subject to a state aid growth limit; and

WHEREAS, pursuant to the current state aid growth limit, in a single year, a school district's state aid may not increase by more than 10 percent or 20 percent, depending on the district's expenditure level, relative to the prior school year; and

WHEREAS, proposed Senate Bill No. 2307 eliminates the state aid growth limit for a school district in a municipality, such as Monroe Township, in which at least 33.3 percent of the residents are 65 years old or older according to the most recent federal decennial census; and

WHEREAS, the Monroe Township Board of Education believes that the passage of the aforementioned proposed legislation would be in the best interest of the Monroe Township School District and the taxpayers of Monroe Township.

NOW, THEREFORE BE IT RESOLVED, that the Monroe Township Board of Education hereby supports the passage of proposed Senate Bill No. 2307 and directs the Business Administrator/Board Secretary to send a copy of this resolution to the Governor and all legislators representing Monroe Township.

A motion made by Mr. Kaufman and seconded by Mr. Chiarella to approve the aforementioned motion. Ms. Antelis stated she feels this a great step in the right direction but that we need to do more such as organize a trip to Trenton so they can see a good portion of the 33.3% of the residents 65 years and older. Mr. Chiarella suggests that should we receive the 6.9 million dollars that it be put towards offsetting the tax burden of the residents of Monroe. Mr. Leary suggested that a state-wide effort is really needed so that it is not viewed simply as something that only benefits Monroe. Mr. Gorski stated he had a conversation with Senator Greenstein and her intent to is to do as Mr. Leary suggested and make it a state-wide effort.

Roll Call – 10 - 0. Motion Carried.

Ms. Kolupanowich stated that on Saturday, November 17th at Mercer County College the NJSBA will be holding a School Funding Forum featuring a panel which will discuss alternative revenues to fund New Jersey's educational system and further that she will be attending it.

Finally, Ms. Kolupanowich stated that a couple months ago there was a discussion to form an Ad Hoc Committee on District Growth and the responsibility of this committee would be to review the increasing student population for the next few years and the facility requirements in addressing the student increases; i.e. where to put the 1,000 additional students that are expected over the next five years. The committee will review, discuss and make recommendations to the Board. Their first meeting will be on November 29th at 5:00pm at the High School and the public is welcome to attend.

COMMITTEE REPORTS

CURRICULUM COMMITTEE

Mr. Kaufman, Chairperson of the Curriculum Committee stated the committee met earlier in the evening and discussed changes to Curriculum and looked at a first draft of the QAAR report and a recommendation was made to get more details on individual schools. There was also a presentation in the I-store on an I-movie which was done by our students. Mr. Kaufman stated that the entire curriculum needs to be looked at where it is known that the District must make improvements and adjustments based on the national standards and figure out a project plan as to managing how curriculum adjustments will be made moving forward for all curricula at all grade levels as a proactive plan. Mr. Kaufman stated that aggressive changes have been made over the past few years as the District has shifted from New Jersey Core standard to a national standard rather than the New Jersey Core standards.

FINANCE COMMITTEE

Mr. Leary, Chairperson of the Finance Committee stated that the committee met on November 13th and there were three elements. First, Gerald Stankiewicz gave an audit presentation to the committee. Next, there was a discussion related to the development of a budget philosophy as part of the Strategic Plan Finance and Accountability. It was discussed that the entire board should meet in a special meeting or seminar to discuss what the key elements are so guidance can be given to principals and others as they are preparing their 2013-2014 budget. Lastly, it was mentioned that this year's budget process will be difficult as the State has moved to a new accounting system which replaces the DOS system previously used but it has not been thoroughly Beta tested.

OTHER BOARD OF EDUCATION BUSINESS - NoneCLOSED SESSION – RESOLUTIONCLOSED SESSION

A motion was made by Mr. Kaufman and seconded by Mr. Tessler that members of the Board of Education 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):

Legal Matters: Jamesburg Tuition
 Student Matters: Harassment, Intimidation and Bullying Incidents

Incident No	Date	School	Offender no.
3	10/12/2012	MTMS	81951
4	10/16/2012	ML	86393
5	10/18/2012	HS	85628
6	10/22/2012	MTMS	81701
7	10/24/2012	MTMS	82754
8	11/7/2012	HS	77483

Personnel: Legal Advice related to Personnel Matter
 Legal: Seek attorney advice regarding Board Governance issues

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

Motion Carried. Ms. Faraone was not present in the closed session for the legal matter relating to Jamesburg tuition.

Adjourned to Closed Session at 8:07 p.m.

Returned to Public Meeting at 9:25 p.m.

A motion was made by Mr. Braverman and seconded by Mr. Leary to recommend that the members of the Board approve the following which was read by Dr. Hamilton: following:

Whereas the Jamesburg Board of Education has failed to commit to pay their proportionate share of interest on the Monroe Township High School bond series, specifically 2003 and 2008.

And whereas this refusal adversely effects the revenue of the Monroe Township School District to operate the schools and serve its students and Jamesburg students.

Now therefore be it resolved that the Board hereby directs the board attorney to pursue any and all appropriate remedies including the filing of a petition of appeal with the Commissioner of Education against Jamesburg Board of Education unless the dispute can be resolved within the next two weeks of the date of this resolution.

The Board Attorney, Superintendent of Schools and Business Administrator are authorized and directed to take all necessary steps to implement this action of the board.

Roll Call – 9 – 1 (Ms. Faraone voted no). Motion Carried.

PUBLIC FORUM

Michele Arminio – 9 Nathaniel Street stated that the Board needs to be more concise as related to what is stated in the resolution of matters to be discussed in Closed Session. Specifically, she asked about the Personnel Matter discussed tonight and Dr. Hamilton clarified that it is a disciplinary action against a District employee. Next, Ms. Arminio asked for clarification as to what the Staff Professional Development entails that was approved under Superintendent's Board Action #5A. Dr. Hamilton responded it is for the month for all staff professional development especially if it entails any expenditure or mileage reimbursement as required by the State and that it is for all professional development. Thirdly, Ms. Arminio questioned Board Action Item C and how many student teachers are on that list and if any financial compensation is given to them. Dr. Hamilton responded that there is no financial compensation given and that the number of student teachers referenced in Item C was five. Then, Ms. Arminio asked for an explanation on the items in Board Action H and Dr. Hamilton explained that it was related to the storm and holiday and time off. Lastly, Ms. Arminio asked for an explanation and total of the September bills and whether on the bonds it included both principle and interest and for an explanation of Transfer #3 and Mr. Gorski responded appropriately.

Doug Poye – 4 Tamarack Road asked what the plan is to get the community behind the effort to get the community to send letters or emails related to getting Senate Bill 2307 passed. Dr. Hamilton responded that he reached out and will be getting information published in all PRC papers as well as putting letters in all PRCs if they'll give permission so that residents can simply sign and mail them, will be using the Alert Now system to notify people, meeting with the PTOs to have them spread the information as well and will continue grassroots efforts and using Save Our Schools as well. Mr. Poye then mentioned that the policy approved as related to board members participating in board meetings when unable to attend due to reasons cited within, does not give the acceptable reasons. Mr. Leary stated that when he had surgery three years ago and broke his hip earlier this year he was able to participate in the board meetings electronically. Ms. Antelis further clarified that it relates to medical conditions and emergencies and is stated in the policy. Next, Mr. Poye asked for clarification on the policies related to using personal technology and social networking sites and Mr. Braverman, Ms. Antelis and Dr. Hamilton responded appropriately. Finally, Mr. Poye questioned why there are two anti-bullying specialists at the high school and the middle school as stated in Item R and Dr. Hamilton explained that it's based on the number of students and that there is a lot of time after hours spent on writing reports in order to meet time constraints.

Mr. Chiarella then congratulated and welcomed Mr. Poye to the Board .

MaryAnn Lester – 44 Avenue I made a request based on last month's agenda capital account, Item 9A that mentioned 124 projects in the five year facilities plan that haven't been started that have an estimated cost of \$7,997,358 that at the next meeting she'd like the public to be given a list of the 124 projects and their individual costs as well as put it on the district website. Mr. Gorski stated it was extensively addressed at the last meeting and that the five year long range facilities plan is currently being updated by the architect, facilities director and the board and the requirement is that annually the projects be disclosed though it doesn't mean the board is going to address any of the projects; it's just a total estimate of the aggregate amount of what it would cost. Mr. Gorski added that the detailed document is both available via an OPRA request or it could be examined in person in the office of the Director of Facilities. Next, Ms. Lester asked why she keeps seeing approval for some teachers who teach an additional section and get paid at 117% of contractual rate and what constitutes an additional section. Dr. Hamilton stated that the contract outlines the number of classes a teacher can teach and in instances where there is an overflow or additional classes needed but not enough to hire another teacher, a teacher can opt to give up a contractual prep or lunch period to teach another class so they are paid a proportionate rate of their daily rate. Finally, Ms. Lester asked why we are paying stipends for bullying specialists when we have existing staff that is qualified to do this. Dr. Hamilton explained that the state initiative requires specific people be named as bullying specialists and that others who are employed who may be qualified were not initially hired for that position.

NEXT PUBLIC MEETING

Ms. Kolupanowich stated that the next public meeting of the Monroe Township Board of Education will convene at 7:00 p.m. on Wednesday, December 19, 2012.

ADJOURNMENT

A motion was made by Mr. Kaufman and seconded by Mr. Chiarella that the meeting be adjourned. Motion Carried Unanimously. The public meeting adjourned at 9:55 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
Fax (732) 521-1628

MICHAEL C. GORSKI
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
WEDNESDAY NOVEMBER 14, 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. Louis C. Masters
Mr. Ira Tessler

JAMESBURG BOARD MEMBER REPRESENTATIVE

Ms. Patrice Faraone

STUDENT BOARD MEMBERS

Aneri S. Patel
Francesca Speranza

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 November 9, 2012:

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

5. PUBLIC FORUM *

6. APPROVAL OF MINUTES

Public Board of Education Meeting, September 12, 2012
Closed Session Meeting, September 12, 2012
Special Board of Education Meeting, October 17, 2012
Closed Session Meeting, October 17, 2012

7. PRESENTATION OF THE 2011/12 COMPREHENSIVE ANNUAL FINANCIAL REPORT

8. SUPERINTENDENT'S REPORT/RECOMMENDATIONSI. **Enrollment**

	<u>10/31/12</u>	<u>9/30/12</u>	<u>Difference</u>	<u>10/31/11</u>	<u>Difference</u>
Applegarth School	285	286	-1	0	+285
Barclay Brook School	438	438	0	452	-14
Brookside School	541	542	-1	528	+13
Mill Lake School	429	425	+4	436	-7
MTMS	1384	1386	-2	1384	0
Oak Tree	581	580	+1	818	-237
Woodland School	521	520	+1	521	0
Monroe High School	<u>1899</u>	<u>1900</u>	<u>-1</u>	<u>1759</u>	<u>+140</u>
Total Elementary & Secondary	6078	6077	+1	5898	+180

I. Enrollment (cont'd)

<u>School</u>	Monroe			Jamesburg		
	Sept.	Oct.	<i>Difference</i>	Sept.	Oct.	<i>Difference</i>
Academy Learning Center	9	9		1	1	
Bridge Academy	1	1				
Cambridge	1	1				
Center School	1	1				
Center for Lifelong Learn	1	1				
Childrens Center of Monm.	2	2		1	1	
Collier	1	2	Plus 1			
CPC Upper	1	1				
East Mountain	2	2		2	2	
Eden	3	3		1	1	
Harbor School	1	1				
Hawkswood School	1	1				
JFK Johnson Rehab Inst.*	1	1		1	1	
KIVA	0	0				
Lakeview School	1	1				
New Roads Parlin	3	3				
New Roads Somerset	1	1				
Mercer Elementary	1	1				
Mercer High School	2	2				
Mercer Cty Reg. Day	0	0				
Middlesex County Acad.	1	1				
Midland	0	0		1	1	
Millstone WW/Plainsboro	1	1				
Morris Union Jointure DCL	1	1				
Newgrange School	1	1				
Nuview Academy	1	1				
Princeton Child Develop Inst.	1	1				
Rugby	1	1		1	1	
School for Hidden Intellig.	1	1				
Schroth School	1	1				
Search Day Program	1	1				
UMDNJ	2	3	Plus 1	1	1	
Total	45	47		9	9	

*Both the Monroe student and Jamesburg student have graduated but attend JFK for transitional services

II. Home Instruction

No.	School	Grade	Reason	Home Instructor	Date Started	Date Ended
85835	ML	2	CST	Ed. Svc. Commission	9/5/2012	10/5/2012
85161	BES	3	Med.	The Children's Hospital	9/5/2012	
78840	MTHS	11	Med.	Roth, Armstrong, Varacallo, Speizer, Drust, Hardt	9/11/2012	10/4/2012
79109	MTMS	6	CST	Valendo	9/5/2012	
85157	MTMS	8	CST	Firestine, Van Gorden	9/5/2012	10/8/2012
82377	MTHS	11	Med.	Education Inc.	9/24/2012	10/6/2012
80901	MTHS	9	Med.	Olszewski, Price, Granett, Feminella, Ed. Svc. Commission	9/27/2012	
78798	MTHS	10	SUS	Lyons, Morodola	10/1/2012	10/10/2012
78774	MTHS	10	504	Ed. Svc. Commission, Schnitzer, Drust	10/10/2012	
77903	MTHS	11	Med.	Kudrak, Pepe	10/3/2012	
78585	MTHS	11	Med.	Education Inc.	10/2/2012	
78178	MTHS	11	Med.	Simmonds, Hardt, Harris, Drust, Beachum, Rose	10/5/2012	
81034	MTHS	10	SUS	Duane, Mazur, Lyons, Pepe	10/10/2012	
88067	MTHS	10	Med.	Ed. Svc. Commission, Weinstein, Hardt, Di Meola, Drust, McCorkle	10/10/2012	
85729	OOD	12	CST	Ed. Svc. Commission	10/10/2012	
78140	MTHS	10	504	Snagusky, Drust, Dougherty, Minter, Mazur	10/12/2012	
81071	MTHS	9	SUS	Simmons	10/15/2012	
40454	MTHS	10	SUS	Lyons, Lobello	10/25/2012	

III. Fire Drills/Lockdown Drills

Applegarth School----- October 17, 2012
 Barclay Brook School ----- October 4, 2012
 Brookside School ----- October 16, 2012
 Mill Lake School ----- October 12, 2012
 Monroe Middle School-----October 12, 2012
 Oak Tree School ----- October 4, 2012
 Woodland School ----- October 18, 2012
 Monroe High School ----- October 25, 2012

Lockdown

Applegarth Schol-----	October 23, 2012
Barclay Brook School-----	October 24, 2012
Brookside School -----	October 15, 2012
Mill Lake School -----	October 23, 2012
Monroe Middle School-----	October 24, 2012
Oak Tree School -----	October 16, 2012
Woodland School -----	October 22, 2012
Monroe High School -----	Missed Due to Schools Closed

IV. Personnel

- A. It is recommended that the Board accept the resignation of **Mr. Joseph Rooney**, as Assistant Winter Track Coach at the High School, effective October 18, 2012.
- B. It is recommended that the Board accept the resignation of **Ms. Ashley Pepe**, as the Girl's Lacrosse Head Coach, effective October 23, 2012.
- C. It is recommended that the Board accept the resignation of **Ms. Mary Mancini**, as a TAG teacher in the Afterschool Tag Program.
- D. It is recommended that the Board approve the return to work of **Mr. Mark Goebel**, Dispatcher in the Transportation Department, effective November 12, 2012.
- E. It is recommended that the Board approve the return to work of **Mr. Larga Greene**, Maintenance Mechanic in the District, effective November 12, 2012.
- F. It is recommended that the Board approve a medical leave of absence to **Ms. Marie Cabanski**, custodian at MTHS retroactive to October 29, 2012 pending further action of the Board (for a period of approximately four weeks). It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Cabanski may be entitled.
- G. It is recommended that the Board approve a medical leave of absence to **Ms. Melissa Lordi**, teacher of grade 6 math at MTMS effective November 7, 2012 through November 16, 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. Lordi may be entitled.

- H. It is recommended that the Board approve a medical leave of absence to **Ms. Trudy Marmorek**, teacher of Spanish at MTHS, effective December 17, 2012 through January 18, 2013 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. Marmorek may be entitled.
- I. It is recommended that the Board approve a medical leave of absence to **Mr. Eliot Feldman**, Network Operations Manager, effective October 18, 2012 through October 29, 2012. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Feldman may be entitled.
- J. It is recommended that the Board approve an unpaid leave of absence under FMLA and NJFLA to **Ms. Bhu Calapatti**, Speech Language Specialist at Brookside School, effective November 19, 2012 to November 30, 2012 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, 2009 through June 30, 2011. Ms. Calapatti'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, UN.J.S.A. 34:11B-1 et seq. as appropriate.
- K. It is recommended that the Board approve an unpaid leave of absence under FMLA and NJFLA to **Ms. Sharon Rothaus**, Lunch Aide at Brookside School, effective January 29, 2013 to February 8, 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, 2009 through June 30, 2011. Ms. Rothaus may utilize her 3 personal days and the remaining 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, UN.J.S.A. 34:11B-1 et seq. as appropriate.
- L. It is recommended that the Board approve an extension in the maternity leave of absence to **Ms. Michele Virelles**, teacher of grade 4 at Brookside School, effective December 17, 2012 through January 31, 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, 2009 through June 30, 2011. Ms. Virelles 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, UN.J.S.A. 34:11B-1 et seq. as appropriate.

- M. It is recommended that the Board approve a modification in the date of the previously approved medical leave of absence to **Ms. Patricia Clark**, teacher of grade 5 at Woodland School effective October 23, 2012 pending further action of the Board (for a period of approximately 4 weeks) 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. Clark may be entitled.
- N. It is recommended that the Board approve a medical leave of absence to **Ms. Terri Gross**, teacher of grade 2 at Oak Tree School effective November 13, 2012 through December 7, 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. Gross may be entitled.
- O. It is recommended that the Board approve a modification in the maternity leave of absence to **Ms. Adrienne Shanfield**, Special Education teacher at Applegarth School, effective December 3, 2012 through April 19, 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. Shanfield may be entitled.
- P. It is recommended that the Board approve the following teachers and paraprofessionals for the MTMS After School TAG program for the 2012-2013 school year:
- Kerri Kirchner, Language Arts TAG, 6th Grade
Anju Chawla, Math TAG, 6th Grade
- Q. It is recommended that the Board approve the following personnel for Technology Resource for the 2012-2013 school year at an annual stipend of \$1182:

Kristen Brown	Brookside
Nicholas Reinhold	Woodland
Sonny DeMarco	Applegarth
Marisa Leston	Barclay Brook
Benjamin Howroyd	Oak Tree
Brant Lutska	Mill Lake
Donna Montgomery	Middle School
Kimberly Lowden	Middle School

- R. It is recommended that the Board approve the following personnel at Anti Bullying Specialists for the 2012-2013 school year at the following annual stipends:

High School (\$2500 each)

Doreen Mullarney

Cathy Ielpi

Middle School (\$1500 each)

Dana Oberheim

Frances Schwartz

Elementary (\$1,000 each)

Ania Shanholtzer

Applegarth

Kathleen O'Rourke

Barclay Brook School

Donna Colossi

Brookside School

Pam O'Neill

Mill Lake

Lauren Colflesh

Oak Tree

Jamie Newcomb

Woodland

- S. It is recommended that the Board approve the correction in the following coaching stipend:

Assistant Baseball HS Jared Jimenez/Sean Field (50% each) Step 1 \$4681

- T. It is recommended that the Board approve the following certificated personnel on the following Step on guide:

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Marie Lucille Strano	HS	Teacher of Art	Step 3 BA+15 \$48,734+\$1750 pro rated	11-130-100-101-000-070	11/19/12-12/18/12	Correction of step on guide
Benimpai Coulibably	HS	French Teacher	Step 1 BA+15 \$48,579+\$1750	11-130-100-101-000-070	11/12/12-4/1/13	Leave replacement
Robert Byrnes	HS	Language Arts	117% of contract	11-130-100-101-000-070	9/5/12-10/2/12	Teaching additional section until leave replacement starts

Adele Fennessey	HS	Language Arts	117% of contract	11-130-100-101-000-070	9/5/12-10/2/12	Teaching additional section until leave replacement starts
Dana Speizer	HS	Language Arts	117% of contract	11-130-100-101-000-070	9/5/12-10/2/12	Teaching additional section until leave replacement starts
Catherine Simmons	HS	Language Arts	117% of contract	11-130-100-101-000-070	9/5/12-10/2/12	Teaching additional section until leave replacement starts
Michelle Jodon	HS	Language Arts	117% of contract	11-130-100-101-000-070	9/5/12-10/2/12	Teaching additional section until leave replacement starts
Courtney Pepe	HS	IPAD Club	Volunteer		2012-2013 school year	Volunteer advisor
Ryan Parker	HS	Biology	Step 2 BA+15 \$48,734+1750	11-130-100-101-000-070	10/29/12-6/30/13	Change in start date
Thomas Law	MTMS	Athletic Trainer	\$9865 Pro rated	11-402-100-100-000-098	11/15/2012-1/15/2013 pending criminal history	Maternity Leave
Allison Murphy	Brookside	Special Education	Step 1 BA \$48,579 pro rated	11-213-100-101-000-093	12/17/2012-2/1/13	Extension of leave replacement contract

- U. It is recommended that the Board approve the following non-certificated personnel on the following Step on guide:

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Dale Conklin	Barclay Brook	Spec. Ed Para	Step 1 Spec. Ed. \$13.50 hr/ 5.75 hrs+\$1.00 toileting	11-213-100-106-000-093	10/9/12-6/30/13	Modification in guide
Elizabeth Harrison	Barclay Brook	Spec. Ed. para	Step 1 Spec. Ed. \$13.50 hr/ 3.75 hrs+\$1.00 toileting	11-214-100-106-000-093	11/15/12-6/30/13	
Tami Goldstein	Oak Tree	Spec. Ed. Para	Step 1 Spec. Ed. \$13.50 hr/ 3.75 hrs+\$1.00 toileting	11-215-100-106-000-093	10/25/12-6/30/13	Transfer replacement
Laura Cassamassino	Applegarth	Para-Cafeteria	2.5 hrs/day Step 1 Reg. \$12.50/hr	11-000-240-105-000-080	11/12/12-6/30/13	Modification in start date

- V. It is recommended that the Board approve the following substitutes for the 2012-2013 school year:

Certificated

Nicole Heyl	Substitute Teacher
Francesco DeStafano	Substitute Teacher
Karissa Titus	Substitute Teacher
Shari Cohen	Substitute Teacher
Michele Magaraci	Substitute Teacher
Kathleen Fazzino	Substitute Nurse
Thomas Law	Substitute Athletic Trainer

Non-Certificated

Michelle Albert	Substitute Paraprofessional
Paul McGrath	Substitute Paraprofessional
Lisa Butler	Substitute 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 requests for Field Trips.

- C. It is recommended that the Board approve the attached list of Student Teachers for the 2012-2013 school year.
- D. It is recommended that the Board approve the attached Student Suspension Report for the month of October 2012.
- E. It is recommended that the Board approve retroactive to November 5, 2012, the previously submitted revised 2012-2013 School Calendar.
- F. **MCESC Representative Term**
It is recommended that the Board appoint a representative to the Middlesex Regional Educational Services Commission effective January 1, 2013 through December 31, 2013.
- G. It is recommended that the Board renew the Naviance Succeed Essential subscription and the NavStore Learning Style Inventory for the Middle School for the 2012-2013 school year in the amount of \$5,175.
- H. It is recommended that the Monroe Township Board of Education approve, retroactive to November 5, 2012, the previously submitted Agreements regarding employee attendance at school on November 9, 2012, as follows:
- Agreement between the Board and the Monroe Township Education Association; and
 - Agreement between the Board and the Monroe Township School Administrators Association; and
 - Sidebar Agreement between the Board and the Monroe Township Board of Education Support Staff Association.

The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Agreements.

- I. It is recommended that the Board approve the following student and placement:

Student No.	School	Tuition	Start Date
86369	Eden Institute	One-on-One aide \$120.59	7/1/12
81606	Cambridge School	Social Thinking \$130 session Speech & Language \$140 session Occupational Therapy \$140 session	9/1/12
82604	CPC Behavioral	Extended School Year only Tuition \$340 per diem and one-on-one aid \$104.65 per diem	7/9/12

- J. It is recommended that the Board approve the following new Policies for a second and final reading:

Bylaw 0164.2	Board Member Participation at Board Meetings Using Electronic Device
Policy 2363	Pupil Use of Privately-Owned Technology
Policy 3282	Use of Social Networking Sites
Policy 4282	Use of Social Networking Sites
Policy 6164	Advertising on School Buses

9. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$8,970,012.84 for September 2012 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 \$259,422.84 for September 2012 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 2006)

It is recommended that the bills totaling \$14,685.30 for September 2012 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

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

It is recommended that the bills totaling \$58,516.40 for September 2012 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

E. 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 September 2012, 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 September 2012 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).

F. TRANSFER #3

It is recommended that members of the Board of Education approve Transfer #3 as presented for fiscal year 2012/13. A copy is attached hereto.

G 403(b) PLAN PROVIDERS

It is recommended that members of the Board of Education acknowledge and approve the following "403(b) Plan Providers":

AXA Equitable 403(b),
First Investors 403(b),
MetLife 403(b),
Oppenheimer Funds 403(b),
T-Rowe Price 403(b),
Valic 403(b), and
Mass Mutual Financial Group 403(b)

H. 457(b) PLAN PROVIDERS

It is recommended that members of the Board of Education acknowledge and approve the following "457(b) Plan Providers":

AXA Equitable 457(b) and
Valic 457(b).

I. TRAVEL EXPENDITURE RESOLUTION

WHEREAS, the Monroe Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by New Jersey School Boards Association (NJSBA) and set forth below are directly related to and within the scope of board members' and employees duties; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and

WHEREAS, the Board of Education has determined that participation in the NJSBA training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and

WHEREAS, the Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, the Board of Education finds that a mileage reimbursement rate equal to that of the State of New Jersey mileage reimbursement rate is a reasonable rate; and

WHEREAS, the Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the District policy on travel; therefore be it

RESOLVED, that the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, that the Monroe Township Board of Education authorizes in advance, as required by statute, attendance at the following NJSBA training programs and informational events:

Staff/Board Member	Name of Program	Date	Tolls & Mileage Reimbursement* (Estimated)
Board Member			
Louis C. Masters	NJSBA Delegate Assembly	11/17	No fee. Mileage only. \$6.57
Kathy Kolupanowich	NJSBA Forum after Delegate Assembly	11/17	No fee. Mileage only. \$9.42

*Mileage reimbursement amount based on round trip mileage from board member home to The Conference at Mercer using Bing.com

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

MICHAEL C. GORSKI, CPA
Prepared by

NOVEMBER 14, 2012
Meeting Date

10. BOARD PRESIDENT’S REPORT11. COMMITTEE REPORTS12. OTHER BOARD OF EDUCATION BUSINESS13. 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):

Legal Matters: Jamesburg Tuition
Student Matters: Harassment, Intimidation and Bullying Incidents

Incident No	Date	School	Offender no.
3	10/12/2012	MTMS	81951
4	10/16/2012	ML	86393
5	10/18/2012	HS	85628
6	10/22/2012	MTMS	81701
7	10/24/2012	MTMS	82754
8	11/7/2012	HS	77483

Personnel: Legal Advice related to Personnel Matter
Legal: Seek attorney advice regarding Board Governance issues

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

14. PUBLIC FORUM *15. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING
WEDNESDAY, DECEMBER 19, 2012 – 7:00 PM - AT THE HIGH SCHOOL16. 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.