

PUBLIC BOARD OF EDUCATION MEETING AUGUST 22, 2012

Minutes of the Public Board of Education meeting held on August 22, 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 (arrived 7:18pm)
Mr. Lou Masters
Mr. Ira Tessler

BOARD MEMBERS ABSENT

Mr. Ken Chiarella, Vice President

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Ms. Patrice Faraone

STUDENT BOARD MEMBERS PRESENT

None

STUDENT BOARD MEMBERS ABSENT

Mr. Eneri S. Patel
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 – 94

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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 August 17, 2012:

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

PUBLIC FORUM - none

APPROVAL OF MINUTES

A motion was made by Mr. Kaufman and seconded by Mr. Tessler to approve the minutes for the Public Board of Education Meeting held on June 5, 2012. Motion Carried with Ms. Antelis abstaining.

A motion was made by Mr. Kaufman and seconded by Mr. Masters to approve the minutes for the Closed Session Board of Education Meeting held on June 5, 2012. Motion Carried with Ms. Antelis abstaining.

A motion was made by Mr. Klein and seconded by Mr. Tessler to approve the minutes for the Special Public Board of Education Meeting held on June 13, 2012. Motion Carried with Ms. Antelis and Mr. Kaufman abstaining.

A motion was made by Mr. Klein and seconded by Mr. Masters to approve the minutes for the Closed Session Board of Education Meeting held on June 13, 2012. Motion Carried.

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 June 20, 2012. Motion Carried.

A motion was made by Mr. Tessler and seconded by Mr. Masters to approve the minutes for the Closed Session Board of Education Meeting held on June 20, 2012. Motion Carried with Mr. Braverman abstaining.

APPLEGARTH SCHOOL UPDATE

Dennis Ventrello, Applegarth Principal updated the Board and public as related to the School Safety Plan including drop off/pick up, playground safeguards, visitors/guests and school parity of programs and services.

Gerry Tague, Director of Facilities updated the Board and public as related to the status of the project list of renovations related to Applegarth School including asbestos abatement, lighting, painting, replacement of floor and ceiling tiles giving a wing by wing account of projects and of its readiness for opening day.

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Doug Guillan, Director of Transportation updated the Board and public as related to Transportation of Students to and between Applegarth School and Oak Tree School including results of three test runs of eighteen buses. Mr. Guillan further stated that currently there are eighteen routes to Applegarth (an additional two routes will only go to Oak Tree) and in doing so will allow siblings to be on the same bus and that he anticipates the longest route will take only 40 minutes which includes drop off time. Bus passes will be going out to parents in the mail on Monday.

Dr. Richard Lynch, the District's Certified Hygienist for the past eleven years updated the Board as related to levels of lead in the water and the history of testing for the same including stating that the August 20th testing, the results which became available earlier in the day, show that all drinking water areas are absolutely clean. He stated that the District would be installing filters wherever there are water fountains and a high level filter at the main coming into the building. Additionally, the District is making bottled water available though not deemed necessary.

Dr. Lynch then spoke of the June, July and August air testing and stated it is right where it needs to be and there is no elevation of mold. He stated there will be a final air test once the building has been cleaned.

Dr. Hamilton thanked Mr. Gorski, Mr. Tague, Mr. Guillan and all others whose hard work and efforts have been put in to ensure Applegarth School will be ready for opening day. Further he stated that in Applegarth School the District will provide an excellent facility that will be educationally and structurally prudent. Then he stated that being responsive to perceived notions of heavier traffic there will be added police presence the first few days and that as far as the Department of Health he is confident that all steps have been taken to provide a healthy environment.

Members of the Board were invited to make comments or ask questions.

Lew Kaufman stated he wanted to clarify a point made at the last meeting where it was stated that the Applegarth School was vacant for a year and then someone from the public asked how could it be said the building was vacant when work was going on. Mr. Kaufman clarified by saying there were no students or teachers in the building and the workers were nowhere near the amount of people in the building during a school year so there was minimal use of the plumbing which meant the pipes weren't getting enough flushing to impact the levels.

Mr. Masters then asked for clarification as to the amount of time it took to disembark 18 busses at Applegarth and Mr. Guillan said that the longest run took a slightly over seven minutes.

Ms. Kolupanowich then stated that she had the opportunity to visit Applegarth School and it looks amazing; bright, cheerful and elementary friendly. She thanked both Mr. Tague and Mr. Ventrello for all their hard work.

The public was then invited to make comments or ask questions.

Esther Gregory – 2 Kelly Court asked if a Certificate of Occupancy has been obtained for Applegarth School and Mr. Tague responded that one was not necessary for renovations and that one only need to close permits when items were complete. Mr. Tague stated that early on the Department of Community Affairs was approached and asked what happens when school is closed for a period of time and they were told nothing is necessary except to reopen it. The exception

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would be if it was closed due to conditions in which case a Certificate of Occupancy would be needed. Mr. Tague added that he would be meeting with Robert Downey, the Code official for the township as related to needing a Certificate of Occupancy for the new MECA facility since it was done using a change of use group and that he would double check as to the need for one for Applegarth. Ms. Gregory then stated she had three children and it's tough getting them out of a mini-van and wished the district luck in getting eighteen busses unloaded in seven minutes.

MaryAnn Lester – 44 Avenue Y asked what the total cost has been for the Applegarth renovations and if it was over what was budgeted. Mr. Gorski stated that to date the total cost for furniture, phones and renovations was \$1,173,638.00 and gave a detailed list of items money was spent on and whether it was budgeted for or was over budgeted. He explained that the funds for non-budgeted items came from a \$135,000.00 capital reserve, energy savings and snow plow costs due to the mild winter, savings from a purchase order freeze in January 2012 for non-essential items and also from money saved on asbestos remediation due to the time of the year the District chose to do it in.

Joe Castellucio – 20 Ashley Court asked why the savings that were mentioned by Mr. Gorski were put back into the school and not used for tax savings to the community whose tax bills continue to rise and some 60% of the tax bill is for education of the town and you would think we should be practicing austerity just as people do in their personal lives. Mr. Castellucio stated we need to have both responsible officials in town and on the Board as elected officials who have the responsibility to save money when you can and not just spend it.

Mr. Gorski responded that he very much appreciates his comment and his thought process on the matter and further that Dr. Hamilton, the Board and the Administrative staff has strived for budget efficiencies and savings. As examples he cited that in 2012-2013 budget the Board passed a resolution to waive the election if the budget came in under cap and defer the candidate election until November. And then the budget was \$1.5 million dollars under cap and in addition the previous year the District was awarded an additional \$887,000 that came in July after the budget was set and the Board of Education designated approximately \$240,000 for tax relief from the extra award. The High School building was built almost \$7 million dollars under budget due to efficiency construction management and in the 2012-2013 budget the District applied \$2 million dollars of these savings to Debt Service and also joined a purchasing consortium which has saved over \$360,000 year to date, \$35,000 by switching carriers for property and casualty and opening new propriety funds through MECA. Further he stated the systemic drop in ratables throughout the State and that State Aid to the school district has had dramatic impact and a way needs to be found so that the State will fully fund the existing funding formula which for Monroe Township School District alone would be an extra \$6.9 million in State Aid. Municipal Aid has also been cut by the State.

Joe Castellucio responded that the budgets have been runaway budgets for years with unbridled spending and we haven't dented what we need to cut out. He also pointed out the economic conditions existing throughout the country.

Guy Del Re – 24 Ashley Court stated he doesn't feel that anything Mr. Castellucio said was not just a sound bite and that it seems that 50% of the costs of the Applegarth renovations were not in the budget.

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Robert Roche – 18 Yorkfield Boulevard stated that Mr. Gorski indicated that \$200,000 of the \$800,000 additional aid that was given back to the taxpayers however he stated what Mr. Gorski failed to recognize that this was money from the State given with the direction that it should be used for tax relief. He also said that that year the municipality wanted to cut the budget \$500,000 but the District chose to use the money to reinstate the items that had been chopped from the budget rather than put it back into the reserves.

Chrissy Skurbe - 8 Seminole Court stated that although the amount of money used to renovate Applegarth School may sound like a lot of money it really wasn't for the amount of renovations the Applegarth School used. She thanked the Board, the DEP and the Middlesex County Freeholders and she is glad the lead problem at Applegarth is being addressed by installing water coolers throughout Applegarth School and that the PTO are on their side not adversarial.

Doug Poye – 4 Tamarack Road stated that he is concerned about the amount of traffic that moves up and down Applegarth Road and that although at the beginning of the year there may be increased police presence he is concerned that there might be accidents with the busses crossing the road from Oak Tree to Applegarth Road. Further he stated that it's only a matter of time until there is an accident and that the municipal government should provide police presence for a brief period of time each day.

Jerry Krzyzkowski -3 Glen Eagle Way stated State Aid is based on several items one of which is socio-economic conditions and so he asked what percent of our students are 'at risk' students? Next, he stated that another item State Aid is based on is the cost per student to provide core curriculum content and co-curricular activities necessary for a thorough and efficient education and then asked what the cost per student is for the 2012-2013 school year. Finally, he what the adequacy budget is for 2012-2013 and if our General Fund budget exceed this and if so, how much in excess and what factors caused the excess.

Mr. Gorski responded that our district has between 5-7% 'at risk' students and that Monroe has a lower percentage than neighboring towns. Further he stated he, Dr. Hamilton and Mr. Leary, Chairperson of the Finance Committee met with Yut'se Thomas, Director NJ Department of Education Division of Finance, who stated that Monroe's underfunding was based on two metrics; property wealth per pupil and income level per pupil. Then he stated that the cost per pupil is the adequacy budget and that in 2011-2012 Monroe was \$13 million over the adequacy budget and in 2012-2013 it has come down to only \$7.5 million dollars.

Lou Olivier Jr. – 10 Fox Hunt Drive stated he knows many people who are out of work. He feels the Board needs to do more with less.

Jodie Desai – 2 Northwind Court asked the number of busses that were tested and would there be a possibility of adding more busses for students all going to one school. Mr. Guillan stated eighteen busses were used for the test run.

Chrissy Skurbe – 8 Seminole Court asked when the bus run testing was done as she thought Mr. Ventrello said it was only six busses at the last meeting. Mr. Ventrello stated it was eighteen busses in less than seven minutes. Ms. Skurbe asked what happens in the instance a child gets off at Oak Tree rather than at Applegarth and other scenarios and Doug stated the child will be escorted to the proper school by an authorized personnel. Mr. Ventrello then explained the new Applegarth parking area and bus loop.

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Jill DeMaio – 48 Linwood Dr. said her son will be attending Applegarth in the Fall and she'd like to thank the Board and all involved in making sure the school will be ready to open as she feels they did a wonderful job.

Guy Del Re – 24 Ashley Court stated he feels the District should not buy and get stuff just because it's wanted and not really needed.

Melissa Mazanelli – 300 Morning Glory Drive stated she still has a child at Oak Tree and wanted to know if the test run had children on the eighteen busses and Mr. Guillen said they did at Oak Tree but not at Applegarth.

Jennifer Marcus – 15 Harvestview Drive asked why, if there is no problem with the water are we putting filters on the fountains and also wanted to know if filters were being put in the sinks in the Cafeteria as she's concerned with where the children will be washing their hands and also that of the cafeteria workers. Mr. Tague stated filters will be only on the water fountains and that perhaps Purell dispensers will be put in as well. Dr. Lynch stated that the filters though not required are being put in as an extra precautionary measure.

JAMESBURG TUITION UPDATE

This item was tabled until the next Public Board Meeting on September 12th due to just receiving information concerning the sudden death of the former Jamesburg School's Board President just hours earlier.

SUPERINTENDENT'S REPORT/RECOMMENDATIONS

PERSONNEL

A motion was made by Mr. Kaufman and seconded by Mr. Masters that Personnel Items (A - FF) be approved by consent roll call. Roll Call – 9 – 0. Motion Carried. Mr. Klein asked a question related to Item W and it was explained that this was an increase in contract due to teaching an extra class. 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. Kaufman and seconded by Mr. Tessler that Board Action items (A – I) be approved by consent roll call. Roll Call – 9 – 0. Motion Carried. Mr. Klein asked if new textbooks would be purchased related to Item H and he was told no. 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. Braverman and seconded by Mr. Masters that the Monroe Township Board of Education approve and authorize an annual salary for Dr. Kenneth R. Hamilton, Superintendent of Schools for the 2012/2013 school year of \$194,891 retroactive to July 1, 2012, as recommended by the Board in its Closed Session meeting on June 20th, 2012. This contract was reviewed and approved by the County Superintendent of Schools. Roll Call: 6-0-1-3. Motion carried with Mr. Kaufman, Mr. Klein and Ms. Antelis recusing.

BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

A motion was made by Ms. Antelis and seconded by Mr. Kaufman that Board Action Items (A – AA) be approved by consent roll call. Roll Call – 9 – 0. Motion Carried with Ms. Kolupanowich, Mr. Braverman, Ms. Antelis, Mr. Klein and Mr. Leary voting yes on Item O with the exclusion of himself. 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 thanked everyone on the Facilities and Custodial staffs for their hard work to ensure that the schools will be ready to open on time. Additionally, she stated that the MECA facility was progressing well. Then, Ms. Kolupanowich stated that there will be a Special Board of Education meeting on Saturday, August 25th to discuss and set District goals. Finally, Ms. Kolupanowich reminded everyone that September 4th will be Opening Day at the High School for all staff followed by the dedication of re-opening of Applegarth School.

COMMITTEE REPORTS

CURRICULUM COMMITTEE

Lou Kaufman, Chairperson of the Curriculum Committee stated the committee met earlier in the evening and discussed new Language Arts and Social Studies curriculum, a pilot program with Pearson related to I-books, a Comcast proposal to provide free internet for families with students on the free or reduced lunch and that Staples has given the district 450 backpacks.

OTHER BOARD OF EDUCATION BUSINESS

Mr. Klein thanked and complimented those who came out tonight and emphasized the State method of giving money is wrong and that he feels they should give every child the same amount of money as the worth of every child is the same. If for example they gave \$6,000 per student then Monroe would receive \$30 million dollars in aid rather than less than \$3 million dollars. And he also said the District spending should be lessened.

Ms. Antelis stated that New Jersey as a state gets much less in Federal funding than many other states. Then she stated there are rumors that MECA is a free service for district employees and she wanted everyone to know that we charge every employee who uses this service. Ms. Antelis then stated that enrollment is an issue and there needs to be more diligence as there are students attending our schools who may not even live here. And finally, Ms. Antelis stated that it was calculated that the BASC (before and after school) program used to make \$250,000 from the program in our schools and that they are now paying us \$100,000. Ms. Antelis stated she feels we should be providing this service and using income as a revenue source.

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CLOSED SESSION – RESOLUTION - None

PUBLIC FORUM

Nelson Chen – 4 Ashley Court stated he appreciates Mr. Klein and Ms. Antelis going to the State to look for more aid however, he stated at the end of the day all the people of the township's tax dollars are what are paying for the education of the children. Mr. Chen also wanted to know when the Jamesburg tuition issue would be addressed and Ms. Kolupanowich stated it would be put on the next Public Meeting's agenda.

Donna Poye – 20 Saddle Court stated that in a document for sources of school revenue for school budgets 2012-2013 school year, the third largest revenue source listed is other revenue and Jamesburg tuition is listed as \$3,663,360 and wants to know how much of this has been received. Mr. Gorski responded that we received monthly payments from them for tuition and transportation and that there is only one invoice in dispute. Further Ms. Kolupanowich stated that the Jamesburg issue would be discussed at the next Public Meeting.

Jerry Krzyzkowski -3 Glen Eagle Way stated that earlier it was stated that the District is about \$7.5 million dollars over adequacy and with a quick calculation it seems to be 7%-8% of the Operating budget. He asked if the funding coming back from the state is impacted by this amount and Mr. Gorski responded it did which is why the District has been reducing the amounts over adequacy. Mr. Kriskowski warns that we should not be using reserve funds to fund stuff.

Joe Castellucio – 20 Ashley Court stated we want a good educational system in Monroe Township and expect every child to get this but what is questioned is how we do this and that we could get rid of a lot of fluff. Again, he reiterated using austerity in spending.

Doug Poye – 4 Tamarack Road discussed an article in the Star Ledger about State Funding formula and stated that you can complain all you want to the school district and the township but you need to contact our legislators to support ACR131.

Liz Preuster – 29 Spruce Meadows Drive stated that she watched the previous meeting on video and wants the Board and Dr. Hamilton to keep up the good work and it's greatly appreciated.

Michele Arminio – 9 Nathaniel Street stated that the board is responsible for \$83 or \$84 million dollars and that she's not complaining but just to keep responsibility for spending where it belongs.

Tom Nothstein – 15 Nathaniel Street asked why Jamesburg was tabled, asked for an I-pad update including empirical data; i.e., lost, stolen, broken, insurance. Dr. Gorman stated that breakage exceeded what was planned but now there's a new AppleCare Program. Plus there are more controls and checks and balances in place.

Robert Roche – 18 Yorkfield Boulevard mentioned there was only one prior video on the website and wanted to get an update. Dr. Hamilton checked to see if there was a storage issue and was told it is the same frequency as the standard the township uses.

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Chrissy Skurbe- 8 Seminole Court made a statement regarding the Applegarth School expenditures and that several options were discussed to eliminate the overcrowding at Oak Tree School such as redistricting and/or trailers. Further she added that once the decision was made to renovate and reopen Applegarth School there has been no frivolous spending as it's been used for asbestos abatement, and resolving issues of lead in the water.

Anthony Prezioso – 8 Equestrian Way asked if there was data on test results since we've had I-pads for the past two years. Dr. Hamilton responded that it's only been six months which is not enough data to analyze though he said there has been an improvement in special needs testing.

Board Member John Leary spoke about the ratings of the Monroe Schools as related to other towns in Middlesex County.

ADJOURNMENT

A motion was made by Mr. Kaufman and seconded by Mr. Tessler that the meeting be adjourned. Motion Carried Unanimously. The public meeting adjourned at 9:27 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
SPECIAL PUBLIC MEETING
WEDNESDAY AUGUST 22, 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

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 August 17, 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 June 5, 2012
Closed Session Public Board of Education Meeting June 5, 2012
Special Public Board of Education Meeting June 13, 2012
Closed Session Special Public Board of Education Meeting June 13, 2012
Public Board of Education Meeting June 20, 2012
Closed Session Public Board of Education Meeting June 20, 2012

7. APPLGARTH SCHOOL UPDATE

8. JAMESBURG TUITION UPDATE

9. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

I. **PERSONNEL**

- A. It is recommended that the Board rescind the contract of **Ms. Heather Baron**, Speech Specialist at Mill Lake School effective August 13, 2012.
- B. It is recommended that the Board rescind the contract of **Ms. Megan McCormick**, teacher of grade 3 at Oak Tree School, effective August 17, 2012.
- C. It is recommended that the Board accept the resignation of **Ms. Mary Ann Morelli**, Special Education paraprofessional at Applegarth, effective September 1, 2012. Ms. Morelli has accepted a position for MECA.
- D. It is recommended that the Board accept the resignation of **Mr. Antonio Pepe**, as Department Coordinator, IAQ Coordinator and Assistant Wrestling Coach, due to the transfer as Assistant Principal of Brookside and Woodland Schools.
- E. It is recommended that the Board approve a medical leave of absence to **Mr. Frank Ferguson**, custodian at the High School, effective August 29, 2012 pending further action of the Board (for a period of approximately five to six months.) It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Ferguson may be entitled.
- F. It is recommended that the Board approve a modification in the medical leave of absence to **Ms. Irena Stankiewicz**, custodian at Brookside School, effective July 19, 2012 through September 3, 2012. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Stankiewicz may be entitled.

- G. It is recommended that the Board approve a medical leave of absence to **Mr. Scott Sidler**, Assistance Principal at Applegarth School, effective August 13, 2012 through August 24, 2012, with the exception of his being able to attend the Summer Administrator's Workshop on August 22-24, 2012. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Sidler may be entitled.
- H. It is recommended that the Board approve an extended medical leave of absence to **Mr. Wayne Modzelewski**, Head Mechanic in the Transportation Department, retroactive to August 8, 2012 through September 4, 2012. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Modzelewski may be entitled.
- I. It is recommended that the Board approve a medical leave of absence to **Mr. James Simmonds**, Maintenance Mechanic in the District, retroactive to July 30, 2012 through August 17, 2012. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Simmonds may be entitled.
- J. It is recommended that the Board approve a medical leave of absence to **Mr. Robert Certo**, Security at the High School, effective August 20, 2012 through September 28, 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 Mr. Certo may be entitled.
- K. It is recommended that the Board approve a modification in the maternity leave of absence of **Ms. Jennifer Fischer**, teacher of Language Arts at the Middle School, effective September 4, 2012 through June 30, 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. Fischer may be entitled.
- L. It is recommended that the Board approve a correction in the increase of summer hours for the following nurses Catherine Lestingi and Maryann Procopio to provide sports physicals to MTMS and High School students retroactive to July- August 2012 at the MTEA hourly instructional rate \$53.87. The nurses approved in the August 13, 2012 Board Agenda for 20 additional hours, it should have read 25 additional hours (account no. 11-000-213-100-000-098).
- M. It is recommended that the Board approve **Ms. Carol Schwalje**, as Interim Principal of Barclay Brook, effective September 17, 2012 through January 22, 2013 at a per diem rate of \$500.

- N. It is recommended that the Board approve the following Workstation Specialist to receive the Apple Certified MacIntosh Technician annual stipend in the amount of \$750.00:

Nick Veni
Patricia Sherman
Joseph Visicar
John Mazzola

- O. It is recommended that the Board approve the following personnel at the High School for After School Cafeteria Supervision for 2 hours per day, two teachers per day on a rotational basis for 180 days at the hourly non-instructional supplemental rate (\$44.85) for the 2012-2013 school year, account no. 11-140-100-101-000-070:

Michelle Ballard	Abbe Lustgarten
Christina Basile	Lorraine Ongaro
Laura Granett	George Pangalos
Deborah DeBoer	Manjit Sran
Matthew Hardt	Deanna Dale
Michael Wall	Nicole Butler
Danielle Drust	

- P. It is recommended that the Board approve the following teachers for CMAC at the High School for the 2012-2013 school year, 2 teachers one hour per day on a rotational basis for 180 days at the hourly instructional rate \$53.87 account no. 11-140-100-101-000-070:

Samantha Grimaldi
Nicolette Hommer
George Pangalos
Katerina Profaci
Manjit Sran
Michael Wall
Elysia Price

- Q. It is recommended that the Board approve the following teachers for Science Lab at the High School for the 2012-2013 school year, 2 teachers one hour per day on a rotational basis for 180 days at the hourly instructional rate (\$53.87) account no. 11-140-100-101-000-070:

Rama Basu
Edgar Esteves
Jeffrey Francis
James McIntire
Janice Roth
Matthew Olszewski

George Pangalos
Courtney Pepe
Katherine Bruno

- R. It is recommended that the Board approve the following personnel at the High School for the After School Testing Center for 1 hour per day, one teacher per day on a rotational basis for 180 days, at the hourly instructional rate (\$53.87) for the 2012-2013 school year, account no. 11-140-100-101-000-070:

Jaclyn Abruzzese
Christina Basile
Robert Byrnes
Sharon DeMarco
Edgar Esteves
Erica Friedman
Courtney Pepe
Kimberly Ruotolo
Deborah Stapenski
Deanna Dale
Denise DiMeola

- S. It is recommended that the Board approve the following teachers for Writing Lab at the High School for the 2012-2013 school year, 1 teacher one hour per day on a rotational basis for 180 days at the hourly instructional rate (\$53.87) account no. 11-140-100-101-000-070:

Robert Byrnes
Kalynn Deedy
Sharon DeMarco
Renee Hardt
Michelle Jodon
Renata MacKenzie
Mary O'Leary
Kimberly Ruotolo
Catherine Simmons
Beth Wolk
Nicole Butler

- T. It is recommended that the Board approve the following teachers for History Forum at the High School for the 2012-2013 school year, 1 teacher one hour per day on a rotational basis for 120 days at the hourly instructional rate (\$53.87) account no. 11-140-100-101-000-070:

Jaclyn Abruzzese
Thomas Donovan
Laura Granett
Joseph Romano
Christopher Thumm
Melissa Schwartz
Kenneth Chanley
Allison Driscoll
Abbe Lustgarten

- U. It is recommended that the Board approve the following teachers for Health/Physical Education After School Make-ups at the High School for the 2012-2013 school year, 1 teacher, 1 hour per day on a rotation basis, for a total of 72 days at the hourly instructional rate (\$53.87) account no. 11-140-100-101-000-070:

Jeffrey Warner
Deborah Bolla
Sean Field

- V. It is recommended that the Board approve the following personnel at the High School for the World Language Lab for 1 hour per day, 1 teacher per day on a rotational basis, for a total of 120 days per year at the hourly instructional rate (\$53.87) for the 2012-2013 school year, account no. 11-140-100-101-000-070:

Rosemarie Armstrong
Benjamin Peterson
Sara Cox
Linda LoBello
Sinead Kelly
Melissa Mazur
Trudy Marmorek
Kathryn Tervo
Jovanna Quindés
Marni Vicich

- W. It is recommended that the Board approve the following personnel as Team Leaders at MTMS for the 2012-2013 school year at an annual stipend of \$1592.

Evolution (6th) – Jeanne Czapkowski
Mosaic (6th) – Georgine Hynes
Venture (6th) – Patricia Smith
Vista (6th) – Susanna Sullivan
Inspire (7th) – Shirley Siniscalchi
Alpha (7th) – Kimberly Lowden
Quest (7th) – Karen Earl
Vega (7th) – Irene Curran
Icon (8th) – Adele Hughes
Senators (8th) – Jessica Consiglio
Innovation (8th) – Mark Antioquia
Spectrum (8th) – Bonnie Crisco
Encore – Donna Montgomery & Nina Schmetterer (50/50 split)
Fit Falcons – Cheryl Whinna & Katy Elias (50/50 split)

- X. It is recommended that the Board approve the following personnel for the School Goals Committee at MTMS for the 2012-2013 school year at a stipend of \$286.00:

Elise Bilfulco
Laurie Budrewicz
Jeanne Czapkowski
Sherri Fatovic
Katie Lederman
Erin Muschla

- Y. It is recommended that the Board approve the following personnel as Detention Monitors at MTMS for the 2012-2013 school year at the hourly non-instructional rate (\$44.85):

Karen Earl
Judy Firestine
Mary Mancini
Lindsay Ostroski

- Z. It is recommended that the Board approve the following IAQ Coordinators at MTMS for the 2012-2013 school year (up to 10 hours per month at the non-instructional rate of \$44.85):

John Devine
Douglas Glassmacher

- AA. It is recommended that the Board approve the following personnel for 6th grade Orientation for two hours at the non-instruction rate of \$44.85 per hour on August 29, 2012:

Katie Lederman
 Melissa Lordi
 Jeanne Czapkowski
 Jan Maher
 Eunice Cuyos
 Georgine Hynes
 Katherine Wood
 Michael Pilato
 Caitlin Lisi
 Patricia Smith
 Laura Schreuders
 Michael Joffe
 Scott Messinger
 Susanna Sullivan
 Anju Chawla
 Juliane LeBron
 Kristina Peterson
 Pauline Amabile
 Angela Best
 Linda Magee
 Nancy Markwell
 Eve Solow
 Laurie Budrewicz
 Mark Antioquia
 Laurie Pike
 Dana Oberheim
 James Capes
 Samuel Schneider
 Robert Howatt
 Misty Corbisiero
 Shirley Torrillo
 Bernice Schultz
 Dawn Fowler
 Kerri Tafrow

- BB. It is recommended that the Board approve the following coaches and advisors at MTMS for the 2012-2013 school year:

Soccer Girls Coach (Fall)	Leigh Vogtman	Step 3 \$3760
Soccer Boys Coach (Fall)	Christopher Sidler	Step 1 \$3043
Field Hockey Coach (Fall)	Katy Elias	Step 3 \$3758
Cross Country Head Coach (Fall)	William Jacoutot	Step 3 \$4149

Cross Country Assistant Coach (Fall)	Gary Snyder	Step 3 \$2697
Volunteer Field Hockey	Stephanie Haring	Volunteer
Athletic Coordinator (f/w/s)	Cheryl Whinna	\$3990 per season
Builder's Club	Donna Montgomery/	\$2054
	Michelle Murphy (50/50 split)	
National Honor Society	Nancy Markwell/	\$1447
	Adele Hughes (50/50 split)	
Student Council	Nancy Markwell	\$2054
Yearbook	Katy Elias	\$2873
Yearbook Business Manager	Fern Liebross	\$572
Band Director	David Rattner	\$2649
Chorus Director	Nina Schmetterer	\$2649
Jazz Band	David Rattner	\$1557
Assistant Band Advisor	James Capes	\$1722
Drama Director	Janet Kaufman	\$3004
Music Director for Drama	Nina Schmetterer	\$1700

- CC. It is recommended that the Board approve the following coaches and advisors at the High School for the 2012-2013 school year:

Debra Van Liew	Drama Producer, Production	\$2616
George Pangalos	IAQ Coordinator	10hrs per month \$44.85/hr
Sean Fields	Assistant Baseball Coach from 50% to 100% due to resignation	
Karissa Titus	Head Fall Cheerleading 50%	Step 1 \$5071
Sinead Kelly	Head Fall Cheerleading 50%	Step 3 \$6271
Karissa Titus	Head Competition Cheer. 50%	Step 1 \$5079
Sinead Kelly	Head Fall Competition Cheer.50%	Step 3 \$6271
Michael McDonald (fall/win)	Student/Staff Athletic Manager	Step 3 (\$6259 per seas.)
Stacey Weinstein (spring)	Student/Staff Athletic Manager	Step 3 (\$6259 per seas.)
Lyndsay Pritzlaff	Assistant Girls Soccer	Volunteer
Carly Welsh	Assistant Girls Soccer	Volunteer
Carly Welsh	Assistant Girls Lacrosse	Step 2 \$5202

- DD. It is recommended that the Board approve the following AVID tutors for the 2012-2013 school year:

MTMS
 Richard Nelson
 William Weeks
 Carolyn Hayworth
 Lisa Russolese
 Mark Wetherbee, Jr.

HS
 Brittany O'Brien
 Daniel Lardaro
 Edward Baldinger
 Steven Modzelewski

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

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Joyce Gheraldi	Brookside	Paraprofessional Cafeteria	Step 1 Reg. Ed. 2.5 hrs day \$12.50/hr	11-000-240-105-000-020	9/1/12-6/30/13 pending criminal history	Replacement position
Jennifer Hogan	Barclay Brook	Paraprofessional Cafeteria	Step 1 Reg. Ed. 2.5 hrs day \$12.50/hr	11-000-240-105-000-010	9/1/12-6/30/13 pending criminal history	Replacement position
Jennifer Patricolo	Applegarth	Paraprofessional	Step 1 Reg. Ed. 2.5 hrs day \$12.50/hr	11-000-240-105-000-080	9/1/12-6/30/13 pending criminal history	New position
Michael Shearn	HS	Night Custodian			8/17/12-6/30/13	Change in start date
Michele Delaney	Oak Tree	Paraprofessional	Step 1 Spec. Ed. \$13.50 3.0 hrs/ Reg. Ed \$12.50 3.5/hrs total 6.5		9/1/12-6/30/13	Change in assignment
Kathy Regan	Oak Tree	Paraprofessional -Cafeteria	Step 1 Reg. Ed. 2.5 hrs day \$12.50/hr	11-000-240-105-000-080	9/1/12-6/30/13	New position
Audra Dipierro	Oak Tree	Paraprofessional -Cafeteria	Step 1 Reg. Ed. 2.5 hrs day \$12.50/hr	11-000-240-105-000-080	9/1/12-6/30/13	New position

Dina Avitto	Mill Lake	Paraprofessional -Cafeteria	Step 1 Reg. Ed. 2.5 hrs day \$12.50/hr	11-000-240- 105-000-080	9/1/12- 6/30/13 pending criminal history	Replacement position
Joyce Sweeney	Adult Ed. Monitor	MTMS	\$2,280 annual stipend	9/1/12- 6/30/13	13-602-200- 100-000- 098	Stipend position
Maria Gallager	Teacher Assistant	MECA	\$11.50/hr for 3.75 hrs day	64-990-320- 100-105-098	9/4/12- 6/30/13 pending criminal history	MECA position
Adrienne Gawron	Teacher Assistant	MECA	\$11.50/hr for 3.75 hrs day	64-990-320- 100-105-098	9/4/12- 6/30/13 pending criminal history	MECA position
Donna Oechsner	Teacher Assistant	MECA	\$11.50/hr for 3.75 hrs day	64-990-320- 100-105-098	9/4/12- 6/30/13 pending criminal history	MECA position

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

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Sherry Holmes	HS	Teacher of Business		11-140-100-101- 000-070	9/1/12-6/30/13	Transfer from MTMS
Tim Nally	Woodland/ Brookside	Teacher of Physical Education		11-120-100-101- 000-030 11-120- 100-101-000-020	9/1/12-6/30/13	Transfer from MTMS
Michael Collins	MTMS	Teacher of Physical Education		11-130-100-101- 000-060	9/1/12-6/30/13	Transfer from Brookside

Serena Felice	Brookside	Teacher of Physical Education		11-120-100-101-000-020	9/1/12-6/30/13	Transfer
Jennifer Mordes	Oak Tree/Applegarth	ICR gr. 3 and 4	Step 2 MA \$48,734	11-213-100-101-000-093	9/1/12-6/30/13	Modification in salary – Masters guide
Laura Marinelli	Oak Tree	Special Education	Step 1 BA \$48,579	11-213-100-101-000-093	9/1/12-6/30/13	Correction in step on guide
Anthony Arcaro	HS	Special Education	Step 2 BA \$48,734+ \$1750	11-213-100-101-000-093	9/1/12-6/30/13	New position
Tanya D'Agostino	Applegarth	Grade 4	Step 1 BA \$48,579	11-120-100-101-000-080	9/1/12-6/30/13 pending criminal history	Replacement position
Theresa Lutz	MECA	Preschool Teacher	\$26,000	64-990-320-100-105-098	9/4/2012-6/30/2013 pending criminal history	New Position
Anthony Valenti	HS	Special Education	Step 1 BA \$48,579	11-213-100-101-000-093	9/1/12-6/30/13 pending criminal history	New position
Christopher Ciarlariello	Applegarth	Elementary Band	Step 1 MA \$48,579+ \$3450	11-120-100-101-000-080	9/1/12-6/30/13 pending criminal history	Replacement position
Melissa Galazin	AS/BS/WL	Accelerated math	Step 3 MA (80%) \$48,934 +\$3450		9/1/12-6/30/13 pending criminal history	Replacement position
Casey Baldini	MTMS	Teacher of the Handicapped	Step 1 BA \$48,579	11-213-100-101-000-093	9/1/12-6/30/13 pending criminal history	Replacement position

Allison Murphy	Brookside	Teacher of the Handicapped	Step 1 BA \$48,579	11-213-100-101-000-093	9/1/12-12/14/12	Extension of contract and placement to Step on Guide
Sarah Roman	HS	Teacher of Language Arts	Step 1 BA \$48,579	11-140-100-101-000-070	9/1/12-11/5/12 pending criminal history	Leave replacement
Nicole Wilensky	MTMS	Teacher of Language Arts/Basic Skills	Step 1 BA \$48,579	11-130-100-101-000-060	9/1/12-6/30/13 pending criminal history	Leave Replacement
Alessia Mancuso	Oak Tree	Teacher of Grade 3	Step 1 MA \$48,579+ \$3,450	11-120-100-101-000-060	9/1/12-12/13/12	Leave replacement
Laura Frankfurt	MTMS	ICR Math Teacher	117% of Step	11-213-100-101-000-093	9/1/12-6/30/13	Increase in contract
Stephanie Haring	MTMS	ICR Science Teacher	117% of Step	11-213-100-101-000-093	9/1/12-6/30/13	Increase in contract
Rochelle Kapel	MTMS	ICR LAL Teacher	117% of Step	11-213-100-101-000-093	9/1/12-6/30/13	Increase in contract
Kristina Peterson	MTMS	World Cultures Teacher	117% of Step	11-130-100-101-000-080	9/1/12-6/30/13	Increase in contract
Traci Richert	HS	Chemistry	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Christopher Baldassano	HS	Spec. Ed.	117% of Step	11-213-100-101-000-093	9/1/12-6/30/13	Increase in contract
Courtney Pepe	HS	Spec. Ed.	117% of Step	11-213-100-101-000-093	9/1/12-6/30/13	Increase in contract
John Bigos	HS	Social Studies	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Robert Byrnes	HS	Music	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract

Kenneth Hanley	HS	Social Studies	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Daniel Lombardi	HS	Industrial Arts	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Gerry Minter	HS	Mathematics	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Susan Okulewicz	HS	Mathematics	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Theodore Powowski	HS	Industrial Arts	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Jovanna Quindes	HS	Spec. Ed.	117% of Step	11-213-100-101-000-093	9/1/12-6/30/13	Increase in contract
Zachary Morolda	HS	Business	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Mark Snow	HS	Industrial Arts	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Vishal Sharma	HS	Chemistry	117% of Step	11-140-100-101-000-070	9/1/12-6/30/13	Increase in contract
Alfred Hadinger	District	Performing Arts Center Coordinator/ Student Advisor	\$11,000 stipend		9/1/12-6/30/13	Stipend position

V. BOARD ACTION

A. Residency Contract

In accordance with Policy #5111 regarding residency contracts, it is recommended that the Board approve the enrollment of the children noted on the attached Residency Contract whose family is under contract for future residency in Monroe Township.

B. It is recommended that the Board approve the attached list of requests for Staff Professional Development.

C. It is recommended that the Board approve the attached list of requests for Field Trips.

- D. It is recommended that the Board approve the attached list of Student Teachers for the 2012-2013 school year.
- E. It is recommended that the Board approve the attached Handbook and Registration Packet for the Monroe Employee Childcare Academy (MECA).
- F. It is recommended that the Board approve the following Policies and Regulations:

Policy 5770	Pupil Right of Privacy
Policy 5820	Student Government
Policy 5830	Pupil Fund Raising
Regulation 5830	Pupil Fund Raising
Policy 5841	Secret Societies
Policy 5842	Equal Access of Pupil Organizations
Policy 5850	Social Events and Class Trips
Regulation 5850	Social Events and Class Trips
Policy 5880	Public Performances by Pupils

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

Student No.	School	Per Diem Rate	Dates
82658	Search Day Program	\$295.49	9/4/12
79109	Lakeview School	\$408.19	9/6/12

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

- Social Studies Grade K
- Social Studies Grade 1
- Social Studies Grade 2
- Social Studies Grade 3
- Social Studies Grade 4
- Social Studies Grade 5
- World History Grade 9
- United States History
- American Studies I
- AP European History
- AP Government and Politics
- AP United States History I
- AP United States History II
- Laboratory Physics

I. It is recommended that the Board approve the following classes and instructors for the Fall 2012 Adult Education Classes (pending enrollment):

Instructor	Class	Dates	Total Salary
Carl Archer, Esq.	Insurance Issues Panel	10/2	No Salary
Carl Archer, Esq.	Medicaid Presentation w/handouts	10/9	No Salary
Carl Archer, Esq.	Medicare	10/16	No Salary
Carl Archer, Esq.	Financial Planning & Maximizing Inc.	10/23	No Salary
Carl Archer, Esq.	Free Advance Directives	10/30	No Salary
Carl Archer, Esq.	Power of Attorney & Will Clinic	11/13	No Salary
David Aaron	Lesser Known Big Bands	9/11	MTCAC
David Aaron	Music & Events from 1955/1960	9/13	MTCAC
David Aaron	Singers & Music of Motown	9/20	MTCAC
Terry Antoniewicz	Handwriting in 19 th Century	10/2	MTCAC
Terry Antoniewicz	Signature Analysis for Fun	10/9	MTCAC
Terry Antoniewicz	Forgeries, Scams, Scammers, Scammed	10/16	MTCAC
Rick Bischel	Golf	9/11-10/9	\$131.00 pp
Alan Briskin	Microsoft Word 2007-Basic	10/4,11,18 & 2	\$35.00 pp
Alan Briskin	Microsoft Word 2007 Intermediate	11/1, 13,15,20	\$35.00 pp
Alan Briskin	Computers Basics	10/23	\$20.00 pp
Alan Briskin	File Management	10/30	\$20.00 pp
Arthur Einhorn	George Gershwin/American Composer	9/13	MTCAC
Arthur Einhorn	Cole Porter-The Man & His Music	10/4	MTCAC
Coast Boating School	Personal Watercraft & Safeboating	9/11, 9/13	\$55.00 pp
Charles Gausten	The Art of Bonsai	10/2, 10/9	No Salary
Christine Cook	Getting the Most out of your DSLR	10/2-11/13	\$375.00
Christine Cook	Creating Stronger Photographs	9/13-10/18	\$375.00
Irene Curran	Toning	9/10-11/19	\$220.00
Irene Curran	Edgar Allen Poe –Lecture	10/30	MTCAC
Irene Curran	Charles Dickens	11/20	MTCAC
Louis Cilento	College Planning Relief	11/13, 11/20	No Salary
Marvin Fischer	The Weather in Music	10/11	MTCAC
Marvin Fischer	Colors in Music	10/18	MTCAC
Marvin Fischer	Music from American Operattas	10/25	MTCAC
Roslyn Greenberg	Orchid Growing for Everyone	10/2, 10/9	\$120.00
Stephen Geller	Television Production	9/11-11/20	\$75.00 pp
Michael Harrigan	Learning the IPAD	10/2-10/30	\$10.00 pp
Michael Harrigan	Learning the IPHONE	9/13-10/4	\$8.00 pp
Michael Harrigan	Everything MAC	10/11-11/15	\$10.00 pp
Milagros Gonzalez-Torres	Zumba® Fitness	9/11-11/20	\$4.75 pp
Milagros Gonzalez-Torres	Zumba Gold	9/11-11/20	\$4.75 pp
Suzanne Hye	Five Strand Pearl & Bead Necklace	9/20, 9/27	\$100.00 pp
Suzanne Hye	Earrings, Earrings, Earrings	10/9	\$50.00 pp

Suzanne Hye	A Night on the Town Necklace/Earrings	11/6	\$50.00 pp
Robert Heyer	Watercolor/Intermediate	9/11-11/20	\$50.00 pp
Salomon Kadoche	Pastels	9/13-11/13	\$65.00 pp
Rochelle Kapel	Full Body Exercise	9/11-12/18	\$468.00
Rochelle Kapel	Full Body Exercise	9/13-12/20	\$507.00
Ken Kijak	Ballroom Dancing	9/11-11/20	\$176.00
Maurice Mahler	Life Drawing	9/11-11/20	MTCAC
Maurice Mahler	Lecture on Marc Chagall	9/13	MTCAC
Maurice Mahler	Lecture on the Impressionists	9/20	MTCAC
Fred Miller	How Ya Gonna Keep 'Em on the Farm	10/2	MTCAC
Fred Miller	Happy Days are Here Again	10/9	MTCAC
Fred Miller	Who's Afraid of the Big Bad Wolf	10/23	MTCAC
Fred Miller	Sentimental Journey	10/30	MTCAC
Zachary Morolda	Strength & Fitness Training	9/11-11/20	\$80.00 pp
Hector Morales	Latin Music Ensembles	9/27	MTCAC
Princeton Driving School	Driver Point Reduction Course	9/11-10/9	\$79.00 pp
Kathy Rana	Sushi at Home	10/2	\$14.00 pp
Kathy Rana	Holiday Appetizers	11/13	\$14.00 pp
Robert Renz	Pottery	9/11-11/20	\$560.00
Robert Renz	Pottery	9/13-11/15	\$639.00
Michael Roberts	What Baby Boomers Need to Know	10/11	No Salary
Michael Roberts	Saavy Social Security Planning	10/18	No Salary
Barbara Rosenthal	Spanish for Beginners	9/13-11/15	\$20.00/hr
David Rothman	Protecting Your Assets etc...	10/2, 9, 23, 30 11/13, 20	No Salary
Harry Westervelt &			
Gail Young-Leach	Country Line Dancing	9/20-11/13	\$54.30 pp
Joseph Silvestri	Complete Financial Management	10/4, 10/11, 10/18	No Salary
Marc Sky	Psychic Reading	10/25	\$21.00 pp
Marc Sky	Stop Smoking with Hypnosis	10/4	\$21.00 pp
Marc Sky	Lose Weight with Hypnosis	10/4	\$21.00 pp
Marc Sky	Psychic Reading	10/25	\$21.00 pp
Marc Sky	Spirit Encounters	10/25	\$21.00 pp
Marc Sky	Superpower Memory	9/27	\$21.00 pp
Marc Sky	Past Lives	9/27	\$21.00 pp
Rabbi Louis Stein	Here's Looking at You	9/13-11/1	No Salary
Maxine Stern	Plastic to Perfect	10/11, 10/18, 10/25	MTCAC
David Wendel	Got Belly Fat?	11/1	No Salary
David Wendel	Thermography: Breast Cancer	10/11	No Salary
David Wendel	Cholesterol: The Sticky Truth	9/20	No Salary
Janet Wood	Be a Better Bridge Partner	9/13-11/1	
Janet Wood	Beginner Bridge	9/11-11/20	\$610.00

10. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS –AUGUST 22 2012

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$10,113,429.79 for June 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 \$33,717.64 for June 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–OAK TREE ELEMENTARY SCHOOL (BOND SERIES 2006)

It is recommended that the bills totaling \$370.00 for June 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 48,632.00 for June 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 June 2012, which indicates that no major accounts or funds have been over expended and that sufficient funds were 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 June 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. 2011/12 SUMMARY CASH REPORT

Be It Resolved that members of the Board of Education hereby certify that they are in receipt of the Summary Cash Report for the fiscal year ending June 30, 2012.

G. TRANSFER #12

It is recommended that members of the Board of Education approve Transfer #12 as presented for fiscal year 2011/12. A copy is attached hereto.

H. STUDENT ACTIVITY FUNDS

It is recommended that members of the Board of Education re-establish for fiscal year 2012/13 the following student activity funds:

- (1) Barclay Brook School Student Activity Fund,
- (2) Brookside School Student Activity Fund,
- (3) Mill Lake School Student Activity Fund,
- (4) Woodland School Student Activity Fund,
- (5) Monroe Township Middle School Student Activity Fund,
- (6) High School Student Activity Fund,
- (7) Oak Tree School Student Activity Fund, and
- (8) Applegarth School Activity Fund.

I. CHANGE FUNDS

It is recommended that members of the Board of Education formally establish for fiscal year 2012/13 the following:

(Cafeteria) Food Service Change Fund in the amount of \$1314.00, and

(Cafeteria) Food Service Petty Cash Fund in the amount of \$400.00.

J. SCHOOL LUNCH PRICES - REVISED

It is recommended that members of the Board of Education approve the following prices for the 2012/13 school year:

Lunches	
High School	\$1.95
Monroe Township Middle School	\$1.90

Elementary Schools	\$1.85
Adult Lunch	\$2.75
Student reduced	\$.40
Milk – all schools:	
White & Skim	.50
Chocolate	.55
Kindergarten Milk	\$.30

K. AUTHORIZATION TO PURCHASE

Pursuant to N.J.S.A. 18A:18A-3(a), members of the Monroe Township Board of Education designate Michael C. Gorski, CPA, the Qualified Purchasing Agent for the Board of Education and authorize him to award contracts that do not exceed in the aggregate in a contract year the total sum of \$36,000 (bid threshold) without public advertising for bids. Furthermore, Michael C. Gorski, CPA is authorized to solicit competitive quotations pursuant to N.J.S.A. 18A:18A-37(a), and to award contracts pursuant to N.J.S.A. 18A:18A-3(c),

PREPARATION OF BID ADVERTISEMENTS

Pursuant to N.J.S.A. 18A:18A-2(b), Michael C. Gorski, CPA is designated to have the power to prepare advertisements, to advertise for and receive bids.

PURCHASE ORDER SYSTEM

All purchases made by the Monroe Township Board of Education shall be done through the purchase order system. Pursuant to N.J.S.A. 18A:18A-2(v), a purchase order is a document issued by the purchasing agent authorizing a purchase transaction with a vendor to provide goods or to perform services.

UNAUTHORIZED PURCHASES

Any Board of Education employee who orders and/or receives any goods and services without going through the approved purchase order process has made an unauthorized purchase. Unauthorized purchases are a violation of State Law N.J.S.A. 18A:18A-2(v), and N.J.S.A. 18A:18A-3(a).

INSPECTION OF GOODS AND SERVICES

Pursuant to N.J.S.A. 18A:18A-44, all goods and services provided or performed under any contract with the Board shall be inspected and reviewed by the purchasing agent and/or by the appropriate administrator or supervisor of the school district who initially recommended the award of contract. The appropriate administrator or supervisor in consultation with the purchasing agent, shall condemn goods or services which in their judgment do not conform to the specifications of the contract.

TRADE IN OF PROPERTY

The certified purchasing agent pursuant to N.J.S.A. 18A:18A-45(g), may include the sale of property no longer needed for school purposes as part of the specifications to offset the price of a new purchase.

L. IMPACT GRANT

It is recommended that members of the Board of Education approve the attached revised 2011/12 Impact Grant Staff. Please refer to attached for supplemental information.

M. CONTRACT RENEWAL - FOOD SERVICE MANAGEMENT ADDENDUM

It is recommended that members of the Board of Education approve Pomptonian Food Service to provide food services and supplies for fiscal year 2012/13 which begins on August 1, 2012 and ends on June 30, 2013. This is the fourth renewal from the 2008/09 base contract year.

This renewal is based upon the following language: Management Fee and Guarantee Language:

The Food Service Management Company (FSMC) shall receive, in addition to the costs of operation, an administrative/management fee of thirty four thousand eight hundred forty dollars (\$34,840.00) to compensate the Food Service Management Company (FSMC) for administrative and management costs. This fee shall be billed in 10 monthly installments of (\$3,484.00) per month as a cost of operation. The Local Education Agency (LEA) guarantees the payment of such costs and fee to the Food Service Management Company (FSMC).

A per meal administrative/management fee shall apply to all vended meals receipts deposited in the Local Education Agency's (LEA's) account. All vended meals receipts deposited into the Local

Education Agency's (LEA's) account shall be divided by \$1.25 to arrive at a meal equivalent. The administrative/management fee charged for vended meals will be \$.05 per meal equivalent.

The Food Service Management Company (FSMC) guarantees the Local Education Agency (LEA) a no cost of operation to the district for school year 2012/2013.

This guarantee is contingent upon the guarantee requirements as stated below.

- Minimum of 169 serving days in the High School, 164 serving days in the Middle School and 164 serving days in the Elementary schools.
- Adoption of Student Lunch Price List and Faculty Lunch Price List
- Reimbursement rates are not less than the previous year
- Value of commodities is not less than the previous year
- Enrollment remains constant
- The guarantee is based on the Food Service Management Company including \$21,000 in equipment repair expense as a cost of operation. The guaranteed minimum no cost will be reduced by the actual expense amount in excess of \$21,000 in equipment repairs
- No change in school policy that significantly affects operating expenses
- A special dietary policy for an individual or group that results in an extraordinary expense will be recorded separately
- No change in Federal or State regulation that impacts cafeteria operating revenue or expense
- The Offer versus Serve policy is maintained
- No competitive sales during cafeteria operating hours
- Based on the Labor Schedule submitted including the Food Service Director's Compensation Package as stated in the proposed operating statement
- The Food Service Director will cooperate in implementing service initiatives as well as cost containment efforts
- The guaranteed minimum no cost will be reduced if the current Board of Education Food Service Director retires. The adjustment will be equal to the cost of replacing the retiring employee including wages, taxes, benefits and other employment related expenses

MONROE TOWNSHIP BOARD OF EDUCATION, MIDDLESEX COUNTY, NJ

By _____

Dated _____

POMPTONIAN FOOD SERVICES

By _____

Dated _____

N. RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY

WHEREAS, Title 18A: 18A-10 provides that, a board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the Monroe Township Board of Education desires to authorize Michael C. Gorski, Qualified Purchasing Agent to make any and all purchases necessary to meet the needs of the school district; and

NOW THEREFORE BE IT RESOLVED, that the Monroe Township Board of Education hereby authorizes Michael C. Gorski, Qualified Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as stated on the attached Amendment #10 and Amendment #26.

O. 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:

NEW JERSEY SCHOOL BOARDS 2012 WORKSHOP & EXHIBITION:

OCTOBER 23 – 25, 2012 ATLANTIC CITY, NEW JERSEY

Staff/Board Member	Date(s) of Travel	Tolls & Mileage Reimbursement* (a)	Hotel** (b)	Meals*** (c)	Workshop Fee \$900**** (d)
Board Members					
Kathy Kolupanowich	10/23, 10/25	\$77.04	\$300	\$165	
Marvin Braverman	10/23, 10/25	\$77.04	\$300	\$165	
Amy Antelis	10/23, 10/25	\$77.04	\$184	\$165	
Mark Klein	10/23, 10/24	\$77.04	\$92	\$115.50	
John Leary	10/23, 10/25	\$77.04	\$184	\$165	
Administrators					
Dr. Kenneth Hamilton	10/23, 10/25	\$77.04	\$300	\$165	
Mr. Michael Gorski	10/23, 10/25	\$77.04	\$300	\$165	

*(a) Mileage calculated at 92 miles one way at \$.31/mile. Tolls not included as they may vary by route taken.

** (b) State allows maximum of \$96/day for hotel/taxes. Board members to reimburse district for all amounts over.

*** (c) State allows \$66/day Meals/Incidentals for full day and \$49.50/day for first and last day of conference.

**** (d) Workshop fee of \$900 which includes up to 14 attendees.

P. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve Nuview Academy for out of district student placement at a per diem rate of \$262.00 for fiscal year 2012/13.
2. It is recommended that members of the Board of Education approve Middlesex County Academy for out of district student placement at a per diem rate of \$168.00 for fiscal year 2012/13.

3. It is recommended that members of the Board of Education approve Childrens Center of Monmouth County for out of district student placement at a per diem rate of \$269.16 and \$130.00 per diem for a one on one aide for fiscal year 2012/13.
4. It is recommended that members of the Board of Education approve Search Day Program for out of district student placement at a per diem rate of \$295.49 for fiscal year 2012/13.
5. It is recommended that members of the Board of Education approve Four Winds Hospital to provide home instruction to students hospitalized at a rate of \$51.00 per hour for the 2011-2012 and 2012-2013 fiscal years.
6. It is recommended that members of the Board of Education Lakeview School for out of district student placement at a per diem rate of \$408.19 for fiscal year 2012/13.

Q. 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, 2012 and June 30, 2013.

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.

R. NJSBAIG/ERIC NORTH 2012 GRANT PROGRAM AWARD NOTICE=

It is recommended that members of the Monroe Township Board of Education acknowledge that the New Jersey School Boards Association Insurance Group (NJSBAIG) has sent notice that the 2012 Safety Grant has been approved in the amount of \$19,840.00. See attached for supplemental information.

S. TRANSPORTATION RENEWALS

It is recommended that members of the Monroe Township Board of Education approve the transportation renewals for 2012-2013. Please refer to attached for supplemental information.

T. TRANSPORTATION RENEWALS – FIELD/ATHLETIC TRIPS

TRANSPORTATION RENEWALS

It is recommended that members of the Monroe Township Board of Education approve the transportation renewals for 2012-2013. Please refer to attached for supplemental information.

U. NUTRIKIDS PREPAYMENT SERVICE PROVIDER – CHANGE

It is recommended that members of the Monroe Township Board of Education acknowledge and approve the change of name for the prepayment service provider for Nutrikids to Heartland Payment Systems. Access to Heartland Payment Systems will be through www.mySchoolBucks.com.

V. RAPID TUITION – CHILD CARE CENTER PAYMENT PROCESSOR

It is recommended that members of the Monroe Township Board of Education acknowledge and approve RapidTuition to provide Merchant Services as a payment processor for the new Child Care Center. Please refer to attached for supplemental information.

W. WESTERN STATES CONTRACTING ALLIANCE WIRELESS COMMUNICATION SERVICES AND EQUIPMENT - ADDENDUM

It is recommended that members of the Monroe Township Board of Education approve the attached addendum entitled: “Participaing Addendum under the Western States Contracting Alliance Wireless Communication Services and Equipment Bid Number RFP: #S1907”.

X. NEW JERSEY SCHOOL BOARDS ASSOCIATION INSURANCE GROUP EDUCATIONAL RISK AND INSURANCE CONSORTIUM – NORTH – SCHEDULE OF PROPERTIES

It is recommended that members of the Monroe Township Board of Education acknowledge the attached Schedule of Properties received from New Jersey School Boards Association Insurance Group Educational Risk and Insurance Consortium – North.

Y. TELECOMMUNICATIONS, TIME CLOCKS, AND TELEPHONE SYSTEMS

It is recommended that members of the Board of Education acknowledge and approve RFP Solutions, Inc. (State Contract#A42293) as related to providing district-wide telecommunications needs for fiscal year 2012/13

Z CONTRACT RENEWAL – HVAC EQUIPMENT REPAIRS

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2012/13 to KCG, Inc. for HVAC Equipment Repairs for the following rates:

Mechanic \$89.53/hour

Helper \$21.26/hour

Material Markup 15%

AA. CONTRACT RENEWAL - ROOFING REPAIRS

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2012/13 to Integrity Roofing, Inc. for Roofing Repairs for the following rates:

Roofer \$76.10/hour

Helper \$53.72/hour

Material Markup 12%

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

MICHAEL C. GORSKI, CPA

AUGUST 22, 2012

Prepared by

Meeting Date

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):

None at this time

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

WEDNESDAY, SEPTEMBER 12, 2012 – 7:00 PM - AT THE 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.