

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

ATTENDANCE

BOARD MEMBERS PRESENT

Ms. Michele Arminio (arrived at 7:30 p.m.)

Mr. Marvin Braverman

Ms. Kathy Kolupanowich

Mr. Thomas Nothstein

Ms. Dawn Quarino

Mr. Steven Riback

Mr. Frank Russo

BOARD MEMBERS ABSENT

Ms. Jill DeMaio

Mr. Lew Kaufman

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Mr. Paul Rutsky

STAFF PRESENT

Dr. Michael G. Kozak, Superintendent of Schools

Dr. Dori Alvich, Assistant Superintendent of Schools

STUDENT BOARD MEMBER REPRESENTATIVES' ABSENT

Mr. Syed Ateeb Jamal

Mr. Nicholas Tharney

MEMBERS OF THE PUBLIC –None

A motion was made by Ms. Kolupanowich and seconded by Ms. Quarino that the members of the Board of Education appoint Tom Nothstein as temporary Board Secretary for this meeting in accordance with N.J.S.A. 18A:16-1.1. Motion carried.

After the Pledge of Allegiance and roll call, Mr. Nothstein 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 May 13, 2016:

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

PUBLIC FORUM – None

PRESENTATION BY MARY GASSMAN, NJSBA, ON THE FOLLOWING SUBJECTS:

SUPERINTENDENT EVALUATION  
BOARD EVALUATION  
BOARD GOALS  
DISTRICT GOALS

- SUPERINTENDENT EVALUATION

Ms. Mary Gassman, NJSBA Field Representative provided a presentation and facilitated the Board on the discussion of the Superintendent's Evaluation. Ms. Gassman presented an overview of the evaluation process, explained the legal and ethical requirements, and developing an evaluation calendar. Ms. Gassman informed the Board that the evaluation process must be completed by July 1<sup>st</sup>.

- BOARD EVALUATION

Ms. Gassman provided details on the process of the Board Evaluation and stated that this tool is an excellent method to improve board governance and management. Due to the deadline of the both evaluations, Ms. Gassman suggested that the Board begin the process earlier next year.

- BOARD GOALS
- DISTRICT GOALS

Ms. Gassman led a discussion with the Board regarding goal setting and the differences between District Goals and Board Goals. Mr. Nothstein reminded the Board that one of the Board Goals from last year was 100% participation in the Board Evaluation and suggested that they completed that before new goals are set.

Dr. Kozak provided a presentation as related to the 2015/2016 District Goals. Dr. Kozak provided the Board with an end of the year report and reviewed the details of each goal, plan or accomplishment. A copy of the report is filed in the official minute book.

Ms. Gassman provided a presentation on Data Informed Goal Setting. The presentation covered types of data sources, the board governance cycle, utilizing student achievement data and goal development, steps and processes. Ms. Gassman provided board members with packets of her presentations this evening and a copy of that has been filed with the official minutes.

OTHER BOARD OF EDUCATION BUSINESS

Mr. Riback spoke in regards of the letters and emails that have been received regarding the Boys' Basketball head coach. Mr. Riback informed the Board and members of the public that the concerns are being addressed.

Dr. Kozak advised that there does not appear to be any wrong doing in the program and suggested that the best way to approach this is for the concerned parent or player to follow the chain of command and speak with high school administration.

Ms. Arminio stated that it is not important as to who has sent the letters, but rather that there are concerns and someone feels that there may be some sort of retaliation by signing them. Ms. Arminio stated that some letters claim that the chain of command did not work in the past and regardless of the source of the letters they should to be looked into for validity. Dr. Kozak responded there is no evidence of retribution from stepping forward. Dr. Kozak encouraged whoever is doing this to come forward so the concerns can be addressed.

Ms. Kolupanowich stated that it is not the first time that the Board has received anonymous letters, and it may be difficult to validate the facts in the letters if they continue remain anonymous. Ms. Kolupanowich added that in the past these concerns usually resulted with a coach and team meeting.

PUBLIC FORUM – None

#### NEXT PUBLIC MEETING

Mr. Riback stated that the next public meeting of the Monroe Township Board of Education will convene at 7:00 p.m. on Wednesday, June 15, 2016.

#### ADJOURNMENT

A motion was made by Ms. Kolupanowich and seconded by Ms. Arminio that the meeting be adjourned. Motion carried. The public meeting adjourned at 8:31 p.m.

Respectfully submitted,



Michael C. Gorski, CPA

Business Administrator/Board Secretary

**MONROE TOWNSHIP BOARD OF EDUCATION**

**423 Buckelew Avenue  
Monroe Township, NJ 08831  
(732) 521-1500  
Fax (732) 521-1628**

**MICHAEL C. GORSKI, CPA  
Business Administrator/ Board Secretary**

**Vision Statement**

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

**Mission Statement**

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

**AGENDA**

**SPECIAL PUBLIC MEETING**

**WEDNESDAY, MAY 18, 2016**

**7:00 P.M.**

**MONROE TOWNSHIP HIGH SCHOOL**

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

**(Recording Board Meetings) (See Note 1 below)**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

**BOARD MEMBERS**

Ms. Michele Arminio  
Mr. Marvin Braverman  
Ms. Jill DeMaio  
Mr. Lew Kaufman  
Ms. Kathy Kolupanowich  
Mr. Thomas Nothstein  
Ms. Dawn Quarino  
Mr. Steven Riback  
Mr. Frank Russo

JAMESBURG BOARD MEMBER REPRESENTATIVE (See Note 2 below)

Mr. Paul Rutsky

STUDENT BOARD MEMBER REPRESENTATIVES

Mr. Syed Ateeb Jamal

Mr. Nicholas Tharney

4. 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 May 13, 2016:

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

5. PUBLIC FORUM (See Note 3 below)

6. PRESENTATION BY MARY GASSMAN, NJSBA, ON THE FOLLOWING SUBJECTS:

- SUPERINTENDENT EVALUATION
- BOARD EVALUATION
- BOARD GOALS
- DISTRICT GOALS

7. OTHER BOARD OF EDUCATION BUSINESS

8. PUBLIC FORUM (See Note 3 below)

9. NEXT SCHEDULED BOARD OF EDUCATION MEETING

Wednesday, June 15, 2016 7:00 p.m. Monroe Township High School

10. ADJOURNMENT

**NOTES**

**Note 1:** 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 recorders, still or movie cameras, or videotape cameras only when notice of such intended use has been given to the Board Secretary one day in advance of the meeting. Any video recording device must be located and operated from inconspicuous locations in the meeting room as determined by the presiding officer of the meeting. The presiding officer may also limit the number of video recording devices if he/she determines the number and position of the video recording devices will be an unnecessary intrusion to the meeting. In this event, preference will be given based on the order in which prior notice requesting to record the meeting was provided to the Board Secretary.

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.

**Note 2:** The Jamesburg Representative shall be eligible to vote on only those matters specifically designated in N.J.S.A. 18A:38-8.1, as follows:

- (1) Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district.
- (2) New capital construction to be utilized by sending district pupils.
- (3) Appointment, transfer or removal of teaching staff members providing services to pupils of the sending district, including any teaching staff member who is a member of the receiving district's central administrative staff; and
- (4) Addition or deletion of curricular and extracurricular programs involving pupils of the sending district.

To the extent the Jamesburg Representative inadvertently votes on any other matter, his vote shall not be counted.

**Note 3:** 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.

**\*The Jamesburg Representative is only eligible to vote on the items delineated by an asterisk in the Superintendent's and Business Administrator/Board Secretary's Board Action section of the Agenda pursuant to N.J.S.A. 18A:38-8.1.**