

MONROE TOWNSHIP BOARD OF EDUCATION
423 Buckelew Avenue
Monroe Township, New Jersey 08831
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WAYNE HOLLIDAY
Business Administrator/
Board Secretary

AGENDA
PUBLIC MEETING
THURSDAY JUNE 12, 2008
7:00 P.M.
HIGH SCHOOL

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

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

BOARD MEMBERS

Ms. Amy Speizer, Board President
Mr. Lew Kaufman, Board Vice President
Mr. Marvin I. Braverman
Mr. Ken Chiarella
Ms. Kathy Kolupanowich
Mr. John Leary
Ms. Kathy Leonard
Ms. Rita Ostrager
Mr. Ira Tessler

JAMESBURG BOARD MEMBER REPRESENTATIVE

Ms. Patrice Faraone

STUDENT BOARD MEMBERS

Ms. Melissa Bonamici

Ms. Upasana Natarajan

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 June 6, 2008:

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

5. STUDENT RECOGNITION – PRESENTATION - RUSSELL GRANT FOR HIS EAGLE SCOUT PROJECT AT MILL LAKE ELEMENTARY SCHOOL

6. STUDENT RECOGNITION – AWARDS FOR YOUTH & GOVERNMENT STUDENTS

7. STUDENT RECOGNITION – ANTHONY LEONTIEV – STAR LEDGER STUDENT OF THE YEAR

8. RECOGNITION OF SUPPORT STAFF

9. RECOGNITION OF RETIREES

10. PRESENTATION OF MONROE EDUCATION FOUNDATION GRANTS

11. 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 subjects:

- A. Grievance Hearing at Level Three
 - Employee No. 002246
 - Employee No. 002053
 - Employee No. 002237
- B. Personnel Matter – Employee No. 002380
- C. Personnel Matter – Employee No. 001511
- D. Personnel Matter – Employee No. 001867
- E. Personnel Matter – Employee No. 002495
- F. Personnel Matter – Employee No. 000361
- G. Personnel Matter – Employee No. 002546
- H. Negotiations – The Monroe Township School Administrator’s Association
- I. Negotiations – Extended School Year
- J. Potential Litigation – Employee No. 002246

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

12. PUBLIC FORUM *

13. APPROVAL OF MINUTES

Public Board of Education Meeting, April 23, 2008

Public Board of Education Meeting, May 7, 2008

Closed Session Board Meeting, May 7, 2008

Public Board of Education Meeting, May 20, 2008

Closed Session Board Meeting, May 20, 2008

14. HEARING ON 2008/09 EMPLOYMENT CONTRACTS FOR ASSISTANT SUPERINTENDENT FOR CURRICULUM AND INSTRUCTION, ASSISTANT SUPERINTENDENT FOR PERSONNEL AND BUSINESS ADMINISTRATOR /BOARD SECRETARY

15. SUPERINTENDENT'S RECOMMENDATIONS/REPORT

I. Personnel

The Superintendent will recommend that the Board approve the Personnel Report following discussion in closed session.

II. Board Action

- A. It is recommended that the Board approve the attached list of requests for Staff Professional Development.
- B. It is recommended that the Board extends the current list of substitute personnel through the 2008-2009 school year with the exception of those whom chose not to remain on the list.
- C. Attached is the Report of Pupil Suspensions for the Month of May 2008.
- D. **Field Trip Request**
It is recommended that the Board approve a request that the high school band, chorus, Mr. Griffin, and Ms. Robinovitz attend the national band and chorus competition in Orlando, Florida on March 25-29, 2009 (Wednesday to Sunday). The appropriate number of additional parent chaperones will be accompanying the group on the trip. The Board has approved this request in the past. All costs are covered through fundraising. They

request school buses to take them to the airport on March 25 and pick them up from the airport on March 29, 2009.

E. Approval to Assign Staff for 2008-2009

It is recommended that the Board authorizes the Superintendent of Schools to assign or reassign staff for the 2008-2009 school year within the best interests of the school district.

F. 2008-09 NJSIAA Membership

It is recommended that the Board adopts a resolution renewing Monroe High School's membership in the *New Jersey State Interscholastic Athletic Association* for the 2008-09 school year as follows:

BE IT RESOLVED that the Monroe Township Board of Education pursuant to the provisions of Chapter 172 of the Laws of 1979, hereby agrees to be a participating Member of the New Jersey Interscholastic Athletic Association for the 2008-09 school year.

G. It is recommended that the Board approve the Memorandum of Agreement Between the Monroe Township Board of Education and The Monroe Township School Administrator's Association.

H. It is recommended that the Board designate Board Secretary/Business Administrator **Mr. Wayne Holliday** to the following district appointments for the 2008-2009 school year:

- a. Public Agency Compliance Officer (P.A.C.O.)
- b. Custodian of School Records
- c. Qualified Purchasing Agent
- d. Office of Emergency Management - Deputy Shelter Care Coordinator

I. It is recommended that the Board designate **Mr. Gerald Tague**, Director of Facilities to the following district appointment for the 2008-2009 school year:

Office of Emergency Management – Shelter Care Coordinator

J. It is recommended that the Board approve **Dr. Veronica Geyer**, as the Affirmative Action Officer for the 2008-2009 school year.

- K. It is recommended that the Board authorize \$500 for each of the six (6) teachers selected for the 2008 Teacher Recognition Program as follows:

Lisa McHugh	Barclay Brook School
Nadia Mancuso	Brookside School
Tamar Livne	Mill Lake School
Kristen Hummel	Woodland School
Frances Schwartz	Applegarth School
Adele Fennessy	Monroe Township High School

As in the past, the money will be used during the next school year for school related purposes.

- L. **2007-2008 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/07 through 5/31/08\$0

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
5/8	MTHS	suspected use/ Not confirmed	
5/9	MTHS	suspected use/ Confirmed	

16. BUSINESS ADMINISTRATOR’S RECOMMENDATIONS/REPORT

I. BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$7,067,242.22 for April 2008 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance/Buildings & Grounds/Transportation Committee and certified by the Board Secretary.

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

It is recommended that the bills totaling \$160,146.68 for April 2008 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance/Buildings & Grounds/Transportation Committee and certified by the Board Secretary.

C. BILL LIST – NEW ELEMENTARY SCHOOL (BOND SERIES 2006)

It is recommended that the bills totaling \$22,296.16 for April 2008 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance/Buildings & Grounds/Transportation Committee and certified by the Board Secretary.

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

It is recommended that the bills totaling \$26,478.41 for April 2008 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance/Buildings & Grounds/Transportation 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 April 2008, 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:2.11(c)3, Be It Further Resolved that the Board Secretary certifies that the April 2008 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. PROFESSIONAL APPOINTMENTS

EXEMPT SERVICES – Awarded without competitive bidding as provided for under the provisions of the Public School Contracts Law:

1. It is recommended that members of the Board of Education approve the attached resolution and contract regarding a legal services contract with Bertram E. Busch, Board Attorney, for a period of one year commencing July 1, 2008 and terminating June 30, 2009, for a retainer payment of \$25,157.60. This amount shall be paid in 12 equal installments. It is further recommended that the compensation for non-retainer services shall be at the rate of \$196.50 per hour for the same time frame. Please refer to the attached contract for supplemental information.
2. It is recommended that members of the Board of Education approve McCarter & English LLP as council to provide legal services related to lease/purchase financing, payroll taxation, New Jersey sales tax regulations, and bonding transactions for fiscal year 2008/09. The hourly rate for these services range from \$80.00 to \$400.00 per hour.
3. It is recommended that members of the Board of Education approve the services provided by the Commission for the Blind to classified Monroe students for fiscal year 2007/08.

4. It is recommended that members of the Board of Education approve Carolyn Faughnan to provide physical therapy for the 2008/09 fiscal year, beginning with the extended school year program, at the rate of \$65 per hour.
5. It is recommended that members of the Board of Education approve Sangeeta Monga to provide occupational therapy for the 2008-2009 fiscal year, beginning with the extended school year program, at the rate of \$65.00 per hour.
6. It is recommended that members of the Board of Education approve Susanna Dieker to provide occupational therapy and evaluations for the 2008-2009 fiscal year, beginning with the extended school year program, at the rate of \$65.00 per hour for occupational therapy and \$400.00 per evaluation.
7. It is recommended that members of the Board of Education approve Lisa Dougherty to provide occupational therapy for the 2008-2009 fiscal year, beginning with the extended school year program, at the rate of \$65.00 per hour.
8. It is recommended that members of the Board of Education approve Princeton House of Princeton, New Jersey to provide educational instruction services for the 2007-2008 fiscal year at a rate of \$47.94 per hour.
9. It is recommended that members of the Board of Education approve Princeton House of North Brunswick, New Jersey to provide educational instruction services for the 2007-2008 fiscal year at a rate of \$47.94 per hour.
10. It is recommended that members of the Board of Education approve UMDNJ of Piscataway, New Jersey to provide home instruction for hospitalized students for the 2007-2008 fiscal year at a rate of \$55.00.
11. It is recommended that members of the Board of Education approve Education Inc. of West Dennis, Massachusetts to provide home instruction for hospitalized students for the 2007-2008 fiscal year at a rate of \$34.00.

12. It is recommended that members of the Board of Education approve Anne S. Holmes from Eden Family of Services Outreach Department at Clayton Center, West Windsor, New Jersey to provide the following consultation services:

Observation in school, 2 hours

Observation at home, 2 hours

Record review, 1 hour

Report writing, 1 hour

for a total of six (6) hours consultation at a rate of \$150.00 per hour for a total of \$900.00.

13. It is recommended that members of the Board of Education approve the attached resolution and contract regarding a legal services contract with Wilentz Goldman & Spitzer P.A., for a period of one year commencing July 1, 2008 and terminating June 30, 2009, for a retainer payment of \$36,000.00. which will cover 20 hours of professional legal services per month. It is further recommended that the compensation for non-retainer services shall be at the rate of \$155.00 per hour for the same time frame. Please refer to the attached resolution and contract for supplemental information.

G. PURCHASE UTILIZING STATE CONTRACT

It is recommended that members of the Board of Education approve Garden State School Furniture (State Contract #A60681) for the purchase of school and office furnishings for Oak Tree Elementary School.

H. PROCUREMENT OF TELEPHONE EQUIPMENT FOR BROOKSIDE TCU's

It is recommended that members of the Board of Education approve RFP Solutions, Inc. (State Contract #A42293) for the procurement of telephone equipment at the Brookside Elementary School TCU's.

I. PUPIL TRANSPORTATION CONTRACT RENEWALS

It is recommended that members of the Board of Education, in accordance with the 2008/09 budget and in accordance with New Jersey Department of Education pupil transportation regulations, authorize Wayne Holliday, Business Administrator/Board Secretary to renew regular contracted pupil transportation routes, special education contracted pupil transportation routes, and contracted field and athletics trips during fiscal year 2008/09 for the best interest of the students and District.

J. INTEREST REALLOCATION

It is recommended that members of the Board of Education approve the reallocation of interest from Fund 30 to Fund 40 Debt Service Fund Balance for 2007/08.

K. PUPIL TRANSPORTATION CONTRACTS

It is recommended that members of the Board of Education, in accordance with the 2008/09 budget, authorize Wayne Holliday, Business Administrator/Board Secretary to advertise for and solicit bids for regular contracted pupil transportation routes, special education contracted pupil transportation routes, and contracted field and athletic trips during fiscal year 2008/09 for the best interest of the students and District.

L. AWARD OF BID – CUSTODIAL SUPPLIES

It is recommended that members of the Board of Education award the bid for custodial supplies for the amounts listed on the bid analysis which is enclosed for supplemental information. The purchase order for this bid will be encumbered against the 2008/09 budget.

M. BID AUTHORIZATION

It is recommended that members of the Board of Education authorize Wayne Holliday, Business Administrator/Board Secretary to procure from New Jersey state contract, copy machines for the District.

N. BOARD ACTION – 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 Wayne Holliday, Qualified Purchasing Agent for 2008/09 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 Wayne Holliday, 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 listed:

Commodity/Services

Vendor

State Contract#

Computer Hardware	Elcom Group	A-81185
	Gateway Inc.	A-81239
	Apple Computer	A-81253
	Gov Street	A-81184
General School Supplies	School Specialty	A-86118
	Village Office	
	Supplies	A-84534
Photographic Equipment	Leisure Sporting	
	Goods	A-81434
	Xerox	A-46623
Fuel Supplies	Stewart Industries	A-83333
	Danka	A-80852
	John Duffy Fuel Co.	A-41997
Communications Equipment	Petroleum Traders	A-44185
	Motorola	A-42364
Classroom Furniture & Tac Boards	Garden State School	
	Furniture	A-84013
	Garden State School	
	Furniture	A-89095
General School Supplies	Building Services &	
	Installation Inc.	A-86136
	Specialty School	A-86116
	Village Office	
	Supplies	A-81434

O. TRAVEL AND RELATED EXPENSES REIMBURSEMENT

In regard to Title 6A, Chapter 23 (Travel and Related Expense Reimbursement) it is recommended that members of the Board of Education approve the attendance of Board President Amy Antelis to participate in the NJSBA(New Jersey School Boards Association) “Leadership Conference” which will be held June 20– 21, 2008 at the Wyndham Conference Center in Plainsboro, New Jersey. The cost for this conference is \$300 plus mileage reimbursement.

P. RESOLUTION – STORMWATER MAINTENANCE AGREEMENT

WHEREAS, the Monroe Township Board of Education filed a Site Plan Application with the County of Middlesex for the Oak Tree Elementary School located on Applegarth Road; and

WHEREAS, the Land Development Review Committee of the Middlesex County Planning Board has reviewed and approved the Site Plan Application, as more particularly set forth in a letter dated February 26, 2007, the original of which was directed to the Monroe Township Planning Board; and

WHEREAS, paragraph 4 of the letter of February 26, 2007, requires the Monroe Township Board of Education to enter into a Stormwater Maintenance Agreement and copies of all documents are on file in the Office of the Business Administrator/Board Secretary; and

WHEREAS, the Stormwater Maintenance Agreement is necessary as a condition to the construction of the Oak Tree Elementary School.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby authorizes the Board President and Board Secretary/Business Administrator to sign the Stormwater Maintenance Agreement, a copy of which is annexed hereto.

Q. RESOLUTION AWARDED BIDS FOR TEMPORARY CLASSROOM UNITS AT MONROE TOWNSHIP HIGH SCHOOL TO M SPACE HOLDINGS, LLC

WHEREAS, the Monroe Township Board of Education authorized Wayne Holliday, Business Administrator/Board Secretary, to advertise and solicit bids for six temporary portable classroom units at Monroe Township High School; and

WHEREAS, four bids were received on May 28, 2008, as follows:

Bidder	Per Month
	Lease
M Space Holdings, LLC	\$14,623
Mobilease Modular	\$15,023
Nadler Mobile	\$19,071
Williams Scotsman	\$20,608

WHEREAS, it appears that the lowest responsible bidder is M Space Holdings, LLC.

WHEREAS, Wayne Holliday, Business Administrator and Jerry Tague, Director of Facilities, recommends the award of Contract to M Space Holdings, LLC; and

WHEREAS, funding is available.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby awards a Contract to M Space Holdings, LLC, in accordance with the foregoing and subject to all Bid Specifications and Contract Documents. Please refer to the attachment for supplemental information.

R. BID AUTHORIZATION – EIGHT 54 PASSENGER SCHOOL BUSES

It is recommended that Members of the Board of Education approve the following resolution entitled: “RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONROE AUTHORIZING THE ACQUISITION OF EIGHT 54 PASSENGER SCHOOL BUSES AND THE FINANCING THEREOF.”

Adopted June 12, 2008

WHEREAS, N.J.S.A. 18A:18A-42 authorizes the Board of Education of the Township of Monroe (the “Board”) to enter into a contract exceeding the fiscal year for the leasing of equipment of every nature and kind; and

WHEREAS, the Board has a need to acquire eight 54 passenger school buses (the “Vehicles”) for school purposes in time for the start of school in September 2008; and

WHEREAS, the Board desires to acquire the Vehicles through competitive bidding from vendors; and

WHEREAS, the Board desires to obtain financing for the acquisition of the Vehicles through competitive bidding; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. The Board hereby authorizes the Superintendent, the Board Secretary and the Board’s Bond Counsel to proceed to draft documents and conduct such other activities as are necessary to accomplish (a) the acquisition of the Vehicles through the receipt of bids from vendors and (b) the receipt of bids for financing the acquisition of the Vehicles.

Section 2. Upon receipt of bids and the approval of the successful bidder for the acquisition of the Vehicles by the Board, the Board hereby directs the Board Secretary to process the necessary purchase orders to acquire the Vehicles in advance of the receipt of bids for financing the acquisition of the Vehicles. Such purchase orders shall be expressly subject to the condition that the Board (a) awards of the contract for the acquisition of the Vehicles and (b) receives and accepts one or more bids for the financing of such Vehicles.

Section 3. The Board President and the Board Secretary are hereby authorized and directed to determine all matters in connection with the acquisition and financing of the Vehicles not determined by this or subsequent resolution of the Board, as permitted by law.

Section 4. A copy of this resolution shall be placed on file with the Secretary of the Board.

Section 5. The making of and submission to the County Superintendent of the application as required by N.J.A.C. 6A:26-10.1(d) is hereby authorized and approved, and the Board's Bond Counsel, along with other representatives of the Board, are hereby authorized and approved to prepare and submit such application and to represent the Board in matters pertaining thereto.

Section 6. This resolution shall take effect immediately.

S. GRANT AWARD

It is recommended that Members of the Board of Education acknowledge receipt of and accept a check in the amount of \$7,500.00 from Bristol-Myers Squibb-Rider University Grant Program for the Enhancement of Science Teaching.

T. TUITION STUDENT FROM JAMESBURG FOR EXTENDED SCHOOL-YEAR PROGRAM

It is recommended that Members of the Board of Education approve a request for a Jamesburg student to attend Monroe Township's extended school-year program along with approval for a personal assistant. The assistant will be provided by Monroe and billed as part of the tuition cost for the thirty day program.

U. APPROVAL NATURAL GAS PURCHASE AND SERVICE AGREEMENT

It is recommended that Members of the Board of Education approve the enclosed "Natural Gas Supply Service Purchase and Sales Agreement" between the Monroe Township Board of Education and Hess Corporation.

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

WAYNE HOLLIDAY
Prepared by

June 12, 2008
Meeting Date

17. STUDENT BOARD MEMBERS' REPORT

18. COMMITTEE REPORTS

19. OTHER BOARD OF EDUCATION BUSINESS

20. PUBLIC FORUM *

21. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING
WEDNESDAY, JUNE 25, 2008 – 7:00 P.M. – HIGH SCHOOL

22. 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.