

MONROE TOWNSHIP BOARD OF EDUCATION
423 Buckelew Avenue
Monroe Township, New Jersey 08831
(732) 521-1500
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WAYNE HOLLIDAY
Business Administrator/
Board Secretary

AGENDA
PUBLIC MEETING
WEDNESDAY, MAY 7, 2008
7:00 P.M.
HIGH SCHOOL

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

BOARD MEMBERS

Ms. Amy Antelis, 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 May 02, 2008:

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

5. Statutory Oath:

Patrice Faraone

6. WOODLAND ELEMENTARY SCHOOL AND BROOKSIDE ELEMENTARY SCHOOL JAZZ BANDS

7. BEVERLY ROBINOVITZ – MASTER MUSIC TEACHER AWARD

8. TEACHER RECOGNITION AWARDS

9. 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):

- Personnel - Employee No. 001867
- Personnel - Employee No. 002495
- Personnel - Employee No. 000361
- Personnel - Employee No. 001284 – Employment Status
- Personnel - Employee No. 002246 – Employment Status
- Personnel - Employee No. 002004 – Employment Status
- Personnel - Employee No. 002008 – Employment Status
- Personnel - Employee No. 002240 – Employment Status

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

10. DISCUSSION OF THE DEFEATED 2008/09 BUDGET AND THE ADOPTION OF THE REVISED 2008/09 BUDGET AND RESOLUTION NO. R-5-2008-137 OF THE MONROE TOWNSHIP COUNCIL ADOPTING SCHOOL BUDGET OF MONROE BOARD OF EDUCATION

11. PUBLIC FORUM *

12. APPROVAL OF MINUTES

Public Board of Education Meeting, March 26, 2008
Closed Session Meeting, March 26, 2008

13. SUPERINTENDENT’S RECOMMENDATIONS/REPORT

I. Personnel

The Superintendent will recommend that the Board approve the personnel report following discussion in Executive Session.

II. Board Action

- A. It is recommended that the Board of Education approve tuition for students to attend Middlesex County Arts High School and Middlesex County Arts Middle School for the 2008-2009 school year as follows: Grades 9-12, 14 week program \$740 per student; Grades 6-8 \$715 per student.
- B. It is recommended that the Board of Education approve the charging of a \$95 fee for a full day of professional development for teachers outside of the Monroe Township School District to participate in the Monroe Township Professional Development program.
- C. It is recommended that the Board approve the following mathematics resources for the 2008-2009 school year:

Scott Foresman – Investigations in Number, Data, and Space – grades K-5
Scott Foresman – enVisionMath grades K-5

D. 2008 Summer School Enrichment Program

It is recommended that the Board approve the submission of the 2008 Application for Approval to Operate Summer School Enrichment Program to the State Department of Education for grades 6 through 12. The program will run from July 7, 2008 through August 1, 2008.

- E. Attached is the Report of Pupil Suspensions for the Month of April 2008.
- F. It is recommended that the Board approve the attached list of requests for Staff Professional Development.
- G. **2007-2008 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/07 through 4/31/08\$0

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
3/31	Brookside	Damage to Property	
4/17	MTHS	Simple Assault	
4/23	MTHS	Suspected Use/not confirmed	
4/23	MTHS	Suspected Use/not confirmed	

H. MCESC Representative Term

Attached is the annual resolution from the Middlesex Regional Educational Services Commission regarding the selection of Monroe Township School District’s representative to the Commission for the 2008-2009 school year. The Board may select someone for the Board of Education as the district’s representative.

14. BUSINESS ADMINISTRATOR'S RECOMMENDATIONS/REPORT

BOARD ACTION

A. IDEA PART B PRESCHOOL BUDGET

It is recommended that members of the Board of Education approve the enclosed revised 07/08 IDEA Part B Pre-School budget and staff.

B. IDEA PART B BASIC

It is recommended that members of the Board of Education approve the enclosed revised 07/08 IDEA Part B Basic budget and staff.

C. TITLE I, PART A: IMPROVING BASIC PROGRAMS OPERATED BY LOCAL EDUCATION AGENCIES

It is recommended that members of the Board of Education approve the enclosed revised 07/08 Title I, Part A: Improving Basic Programs Operated by Local Education Agencies budget and staff.

D. TITLE I, PART A: SCHOOL IMPROVEMENT

It is recommended that members of the Board of Education approve the enclosed revised 07/08 Title I, Part A: School Improvement budget.

E. TITLE II, PART A: TEACHER AND PRINCIPAL TRAINING AND RECRUITING FUND

It is recommended that members of the Board of Education approve the enclosed revised 07/08 Title II, Part A: Teacher and Principal Training and Recruiting Fund budget and staff.

F. TITLE II, PART D: ENHANCING EDUCATION THROUGH TECHNOLOGY

It is recommended that members of the Board of Education approve the enclosed revised 07/08 Title II, Part D: Enhancing Education through Technology budget.

G. TITLE IV: SAFE AND DRUG-FREE SCHOOLS AND COMMUNITIES ACT

It is recommended that members of the Board of Education approve the enclosed revised 07/08 Title IV: Safe and Drug-Free Schools and Communities Act budget and staff.

H. TITLE V: INNOVATIVE PROGRAMS

It is recommended that members of the Board of Education approve the enclosed revised 07/08 Title V: Innovative Programs budget.

I. 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 March 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 6A:23-2.11(c), Be It Further Resolved that the Board Secretary certifies that the March 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).

J. PROFESSIONAL APPOINTMENTS**EXEMPT SERVICES**

Awarded without competitive bidding as provided for under the provisions of the Public School Contract Law:

1. It is recommended that members of the Board of Education appoint G. R. Murray Insurance Company as the Board's insurance broker for fiscal year 2008/09. The firm of G. R. Murray is not paid a commission or a fee by the Board of Education.
2. It is recommended that members of the Board of Education approve Ms. Carol Uckar, to provide signing services for the High School graduation at a cost of \$70 per hour.
3. It is recommended that members of the Board of Education approve bagpiper Mr. Frank Watson, to perform at the High School graduation at a cost of \$125.
4. It is recommended that members of the Board of Education approve David B. Rubin, PC to provide legal services for the Monroe Township Board of Education at the hourly rate of \$150 per hour, as related to a personnel matter. David B. Rubin, PC is being recommended; whereas, the law firm of Wilentz, Goldman and Spitzer could not provide the legal services due to a conflict.

K. TAX PAYMENT SCHEDULE

It is recommended that members of the Board of Education approve the enclosed Tax Payment Schedule for the 2008/09 school year.

L. SHARED SERVICES AGREEMENT – FOOD SERVICE DIRECTOR

It is recommended that members of the Board of Education approve the enclosed Shared Services Agreement for a Food Services Director between the Monroe Township Board of Education and the Jamesburg Board of Education.

M. BID AUTHORIZATION – PAPER

It is recommended that members of the Board of Education authorize Wayne Holliday, Board Secretary/Business Administrator to advertise for and solicit bids for paper. This bid when awarded by members of the Board of Education will be encumbered against the 2008/09 budget.

N. RESOLUTION – TEMPORARY CLASSROOM UNITS (TCU's)

It is recommended that members of the Board of Education approve the following resolution entitled:

RESOLUTION – PROJECT APPLICATION

WHEREAS, the Monroe Township School System is experiencing an increase in student enrollment; and

WHEREAS, in accordance with the demographic study prepared by Dr. Joseph Richardson an associate with Whitehall Associates, Inc. this increase in student enrollment will continue into the future; and

WHEREAS, on December 9, 2003, the District conducted a facilities bond referendum in the amount of \$67,699,000 dollars. This was followed by a successful referendum on December 11, 2007. Within these referenda, the Monroe Township voters approved the building of an 1800 student new high school. The land has been procured and the District has awarded contracts for building this new high school. Construction was started during the week of April 21, 2008.

WHEREAS, in the interim, members of the Monroe Township Board of Education recognize the need for and approve the “Project Application” for temporary facilities (“temporary classroom units”) so as to accommodate increased student enrollment; and

NOW, THEREFORE, LET IT BE RESOLVED, that members of the Monroe Township Board of Education respectfully request that representatives of the State of New Jersey, Department of Education – Division of Finance – Office of School Facilities review and approve the attached “Project Application” for temporary facilities as follows:

(1.) the Project Application for temporary facilities for Monroe Township High School “State Project #3290-005-08-2200”.

O. BID AUTHORIZATION – TEMPORARY CLASSROOM UNITS (TCU’s)

It is recommended that members of the Board of Education authorize Wayne Holliday, Board Secretary/Business Administrator to advertise for and solicit bids for the rental of temporary classroom units as referenced in the “Project Application for temporary facilities for Monroe Township High School State Project #3290-005-08-2200”. This bid when awarded by members of the Board of Education will be encumbered against the 2008/09 budget.

P. RESOLUTION AWARDING CONTRACT TO CORPORATE MARKETING ASSOCIATES, d/b/a CMA FOR COMMERCIAL SPONSORSHIP TO PROMOTE EDUCATIONAL PROGRAMS

It is recommended that members of the Board of Education approve the following resolution entitled:

**RESOLUTION AWARDING CONTRACT TO CORPORATE
MARKETING ASSOCIATES, d/b/a CMA FOR
COMMERCIAL SPONSORSHIP TO PROMOTE
EDUCATIONAL PROGRAMS**

WHEREAS, the Monroe Township Board of Education advertised for the submission of bids for commercial sponsorship to raise funds to support educational programs; and

WHEREAS, a proposal was submitted by Corporate Marketing Associates, d/b/a CMA, providing that 70% of sponsorship fees would be paid to the Monroe Township Board of Education and 30% of sponsorship fees would be paid to Corporate Marketing Associates, d/b/a CMA; and

WHEREAS, it appears that the successful bidder has complied with all Bid Specifications and requirements.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby awards a Contract, subject to all Bid Specifications and requirements, to Corporate Marketing Associates, d/b/a CMA, and authorizes the President and Secretary of the Board to sign the Contract.

Q. RESOLUTION AWARDING CONTRACT FOR EXTRAORDINARY UNSPECIFIABLE SERVICES FOR A FIXED ASSETS INVENTORY

WHEREAS, N.J.S.A. 18A:18A-5(a) (2) provides that a board of education may award a contract for unspecifiable services without competitive bidding, provided that the board shall in each instance state supporting reasons for its action in the resolution awarding the contract; and

WHEREAS, Monroe Township Board of Education requires the services of an appraisal firm to perform and update a fixed assets inventory; and

WHEREAS, the need for expertise, extensive training and proven reputation is essential and the performance of the services could not be reasonably described by written specifications; and

WHEREAS, American Appraisal Associates agreed to work with staff to provide the development of detailed property records to support the capital asset reporting requirements of the Governmental Accounting Standards Board (GASB) Statement No. 34 (GASB 34); and

WHEREAS, American Appraisal Associates will provide an updated capital assets record to assist in regard to (a.) achieving property accountability and stewardship of assets, and (b.) to obtain a valuation of assets in compliance with the requirements of GAAP, GASB 34, and GAAFR; and

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby awards a contract in the amount of \$10,600 to American Appraisal Associates in accordance with its written proposal, a copy of which is annexed hereto and incorporated herein.

R. TEACHER PROFESSIONAL DEVELOPMENT ACTIVITIES

It is recommended that members of the Monroe Township Board of Education approve the attached “Proposal for Teacher Professional Development Activities” between the Monroe Township Board of Education and the Rutgers, Robert B. Davis Institute for the 2008-2009 school year.

S. BANK ACCOUNT

It is recommended that members of the Monroe Township Board of Education approve Principal Ms. Dori Alvich and Vice Principal Mr. Theodore Magielnicki as authorized signers for the Brookside Elementary School Student Activities Account.

T. TRANSFER #9

It is recommended that members of the Monroe Township Board of Education approve Transfer #9 as presented for fiscal year 2007/08. A copy is attached hereto.

U. STRAUSS ESMAY ASSOCIATES, LLP

It is recommended that members of the Monroe Township Board of Education approve Strauss Esmay Associates, LLP to provide the following services:

Annual Policy Alert & Support System Fee, Annual Maintenance and Support of Policy and Regulation Manuals and Annual Subscription to New Jersey School Digest	\$ 2,395.00
Annual DISTRICT Online Maintenance Fee	\$ 1,595.00
16 extra DISTRICT Online Users @ \$95.00	<u>\$ 1,200.00</u>
Total	\$ 5,190.00

V. CODE OF ETHICS

It is recommended that members of the Monroe Township Board of Education acknowledge receipt of and acceptance of the New Jersey School Boards Association Code of Ethics.

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

WAYNE HOLLIDAY
Prepared by

May 7, 2008
Meeting Date

15. STUDENT’S BOARD MEMBERS’ REPORT

16. COMMITTEE REPORTS

17. OTHER BOARD OF EDUCATION BUSINESS

18. PUBLIC FORUM *

19. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING
WEDNESDAY, JUNE 11, 2008 – 7:00 PM - AT THE HIGH SCHOOL

20. 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.