

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

AGENDA
ORGANIZATION MEETING
WEDNESDAY, APRIL 23, 2008
7:00 P.M. MONROE HIGH SCHOOL

1. Call To Order – Board Secretary
2. Pledge of Allegiance
3. Roll Call:

Board Members:

Ms. Amy Antelis
Mr. Marvin I. Braverman
Mr. Ken Chiarella
Mr. Lew Kaufman
Ms. Kathy Kolupanowich
Mr. John Leary
Ms. Kathy Leonard
Ms. Rita Ostrager
Mr. Ira Tessler

Jamesburg Board Member Representative:

To be determined

Student Board Members:

Ms. Melissa Bonamici
Ms. Upasana Natarajan

4. Statement – Board Secretary

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 April 18, 2008:

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

5. Election Results

6. Statutory Oath:

1. Ken Chiarella
2. Kathy Kolupanowich
3. Kathy Leonard

7. Election of Board President

8. Election of Board Vice-President

9. Organizational Items:

a. Meeting Dates:

Be It Resolved that the regular meetings of the Board of Education of the Township of Monroe shall be held as per the attached schedule at 7:00 p.m., at which time formal action may be taken.

b. Policy:

Be It Resolved by the Board of Education of the Township of Monroe that all policies of the previous Board are hereby adopted until such time as the Board decides to revise, or otherwise alter policies.

c. Designation of Banks or Depositories:

Be It Resolved that the Board of Education designates the following banks or depositories for school district funds:

The Bank of New York
 DIME/Washington Mutual
 Commerce Bank
 PNC BANK
 The Depository Trust Company
 State of New Jersey Cash Management Fund
 Sun Trust Leasing Corporation
 Harco Leasing Company Inc.
 Municipal Services Group Inc.
 LaSalle Bank
 Wachovia *
 First Savings Bank
 New Jersey Asset & Rebate Management
 Advantage Bank
 Commerce Commercial Leasing
 Banc One Leasing Corporation
 Provident Bank
 JPMorgan Chase & Co.

* Provides most of the banking services.

Be It Further Resolved that the Business Administrator is authorized to establish accounts, and wire transfer funds among the accounts as needed, and approve the payment of bills between Board Meetings.

d. Newspapers For Legal Advertisements:

Be It Resolved that the Board of Education designates the Cranbury Press, Home News Tribune, or the Asbury Park Press all of which circulate in the school district, as official newspapers for legal advertisement.

10. 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 to discuss the following subjects:

Personnel: Employee No. 001128 – Employment Status
 Personnel: Employee No. 001284 – Employment Status

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

11. Staff recognition: Teacher Eileen Kelley being honored as the NJ Association for Health, Physical Education, Recreation and Dance Teacher of the Year

12. Public Forum *

13. 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 of Education approve tuition in the amount of \$18,730.00 for 28 students to attend Middlesex County Arts High School and Middlesex County Arts Middle School for the 2007-2008 school year.
- B. Attached is the Report of Pupil Suspensions for the Month of March 2008.
- C. It is recommended that the Board approve the attached list of requests for Staff Professional Development.
- D. **2007-2008 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/07 through 2/27/08\$0

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
3/17/08	MTHS	threat	n/a
3/18/08	MTHS	threat	n/a

- E. It is recommended that the Board accept the donation of golf equipment from Mr. Richard Salvadore for the High School golf team for the 2007-2008 school year.
- F. It is recommended that the Board accept a donation of twenty baseball game shirts from the Monroe Township Diamond Club for the 2007-2008 school year.

- G. It is recommended that the Board approve the following list of Administrators and Board Members to attend the annual Scholastic Achievement Dinner on April 29, 2008 at Forsgate Country Club in order to recognize the academic achievement of senior students from the high school. The cost will be \$16 per person as outlined in the OMB circular.

Dr. Veronica Geyer	Ken Chiarella
Wayne Holliday	Elizabeth Aaron
Joseph King	David Kirk
Robert Goodall	Laurie McConnell
James Griffin	Bonnie Burke
Scott Madreperla	Robert Mele
Kathy Kolupanowich	Robert O'Donnell
Lew Kaufman	Marietta Ruela
Joseph Homoki	Rosemarie Armstrong
Marvin Braverman	Diane Basmajian
Patrice Faraone	Greg Beyer
Rita Ostrager	Matt DeFilippis
Ira Tessler	Susan Gasko
John Leary	Marie Pepe
Amy Antelis	Michael Gorski
Kathy Leonard	

14. **Business Administrator's Recommendations/Report**

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$8,606,266.14 for March 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 \$220,335.76 for March 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 \$2,137,258.75 for March 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 (BOND SERIES 2008)

It is recommended that the bills totaling \$27,734.50 for March 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. TRANSFER #8

It is recommended that members of the Monroe Township Board of Education approve Transfer #8 as presented for fiscal year 2007/08. A copy is attached hereto.

F. BID – MAINTENANCE AND REPAIR WORK FOR VARIOUS TRADES: TIME AND MATERIAL RATES

It is recommended that members of the Board of Education authorize Wayne Holliday, Business Administrator/Board Secretary to advertise for and solicit bids for maintenance and repair work for various trades regarding time and material rates. This bid when awarded by members of the Board of Education will be encumbered against the 2008/09 budget.

G. PROFESSIONAL APPOINTMENTS

EXEMPT SERVICES - Awarded without competitive bidding as provided for under the provisions of the Public Schools Contract Law:

1. It is recommended that members of the Board of Education appoint Atlantic Engineering Laboratories, Inc. to perform materials testing and inspection services at the site for the new high school. Please refer to the attached proposal for supplemental information and testing fee schedule.
2. It is recommended that members of the Board of Education approve Professional Education Services, Inc. to provide home instruction for students at Princeton House for a fee of \$47.94 per hour for the 2007-2008 fiscal year.
3. It is recommended that members of the Board of Education approve Middlesex Regional Educational Services Commission to provide home instruction for students for a fee of \$36.00 per hour for the 2007-2008 school year.
4. It is recommended that members of the Board of Education acknowledge Edmund Gerber, Esq. as the arbitrator between the Monroe Township Board of Education and the Monroe Township Education Association as related to "Paid Leave Days for Secretary".

H. 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 Association of School Administrators (NJASA) and New Jersey School Board Association (NJSBA) and set forth below are directly related to and within the scope of district employees and board members' duties; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by NJASA and 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 NJASA and 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 NJASA and 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 Federal Internal Revenue Service mileage reimbursement rate is a reasonable rate; and

WHEREAS, the Board of Education has determined that participation in the NJASA and 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 district employees and school board members listed at the following NJASA and NJSBA training and informational programs, and the cost 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 NJASA and NJSBA training programs and informational events:

Program Name	Date	Board Member or District Employee	Event Cost (per person)	Hotel, etc. (Per night)	# nights	Meals
NJSBA Parliamentary Procedure (NJASA/NJSBA Annual Spring Conference pre-program May 14, 2008)	5/14	Marvin Braverman	\$125		N/A	\$54.00 (per day)
NJASA/NJSBA Annual Spring Conference (May 14 – 16, 2008)	5/14-5/16	Marvin Braverman	\$335.00	\$119.00 Plus taxes, tolls and parking	1	\$54.00 (per day)
NJASA/NJSBA Annual Spring Conference (May 14 – 16, 2008)	5/14-5/16	Dr. Christopher Tienken	\$335.00	\$119.00 Plus taxes, tolls and parking	2	\$54.00 (per day)
NJASA/NJSBA Annual Spring Conference (May 14 – 16, 2008)	5/14-5/16	Dr. Veronica Geyer	\$361.00 With leadership breakfast	\$119.00 Plus taxes, tolls and parking	2	\$54.00 (per day)
NJSBA Parliamentary Procedure (NJASA/NJSBA Annual Spring Conference pre-program May 14, 2008)	5/14	John Leary	\$125		N/A	\$54.00 (per day)
NJASA/NJSBA Annual Spring Conference (May 14 – 16, 2008)	5/14-5/16	John Leary	\$335.00	\$119.00 Plus taxes, tolls and parking	2	\$54.00 (per day)

I. AGREEMENT – TEACHSCAPE

It is recommended that members of the Board of Education approve the Professional Services Agreement between Teachscape, Inc. and the Monroe Township Board of Education as related to teacher training on evaluation criteria. Please refer to attached agreement for supplemental information.

J. RESOLUTION – M & M AT MONROE WOODS, LLC

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

WHEREAS, M & M at Monroe Woods, LLC (“M & M”), the developer of the Devonshire Community located adjacent to the Brookside School on Route 522, Buckelew Avenue, in the Township of Monroe, has agreed to the installation of a sidewalk along Route 522 – Buckelew Avenue joining the Devonshire Community with

the Brookside School and M & M has also agreed, in accordance with requirements of Middlesex County for road widening approval, to the relocation of existing utility poles and associated guy wires on property owned by the Monroe Township Board of Education; and

WHEREAS, the parties have tentatively agreed to a Temporary License Agreement, subject to approval by the Monroe Township Board of Education, a copy of which is on file in the office of Wayne Holliday, Business Administrator/Board Secretary.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby authorizes the Board President and Board Secretary to sign the attached Temporary License Agreement as set forth above.

K. MEMORANDUM OF AGREEMENT – PYRAMID EDUCATIONAL CONSULTANTS, INC.

It is recommended that members of the Board of Education approve the Memorandum of Agreement between Pyramid Educational Consultants, Inc. and the Monroe Township School District as related to the autism grant. Please refer to the attached Memorandum of Agreement for supplemental information.

L. PURCHASE UTILIZING STATE CONTRACT

It is recommended that members of the Board of Education approve General Recreation Inc. (State Contract #A59057) to furnish, deliver, and install playground equipment for Oak Tree and Brookside Elementary Schools.

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

WAYNE HOLLIDAY
Prepared by

April 23, 2008
Meeting Date

15. Student's Board Members' Report
16. Committee Reports
17. Other Board of Education Business
18. Public Forum *
19. Next Scheduled Board Meeting (To be determined after the adoption of the 2008/2009 Public Meeting Schedule.)
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.