

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, MARCH 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. Kathy Kolupanowich, Board President
Mr. Lew Kaufman, Board Vice President
Ms. Amy Antelis
Mr. Marvin I. Braverman
Mr. Joseph Homoki
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 March 7, 2008:

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

5. 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):

- a. Employment Status of Employee No. 001482

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

6. PUBLIC FORUM *7. SUPERINTENDENT'S RECOMMENDATIONS/REPORT**I. Enrollment**

	<u>2/29/08</u>	<u>1/31/08</u>	Increase+ Decrease-	<u>2/28/07</u>	<u>Difference</u>
Applegarth School	768	764	+4	675	+93
Barclay Brook School	719	717	+2	698	+21
Brookside School	970	971	-1	938	+32
Mill Lake School	671	674	-3	687	-16
Woodland School	486	485	+1	490	- 4
Monroe High School	<u>1528</u>	<u>1530</u>	<u>-2</u>	<u>1463</u>	<u>+65</u>
Total Elementary & Secondary	5142	5141	+1	4951	191

I. Enrollment Continued

	<u>3-31-08</u>	<u>2-29-07</u>	<u>Difference</u>
Academy Learning Ctr. Monroe	14	14	
Bancroft	0	0	
Bridge Academy	1	1	
Center for Voc Reh	1	1	
Center School, Highland Park	3	3	
Children's Ctr. At Monmouth	1	1	
Collier School, Wickatunk	2	2	
CPC High Point	4	4	
Jamesburg Student	2	2	
Eden Institute	2	2	
Harbor School	2	2	
New Roads	7	6	+1
Jamesburg Student	2	2	
Joseph Cappello	2	2	
Kidspace	1	1	
Kiva High School Jamesburg Student	1	1	
Mary A Dobbins	1	1	
Mercer Elementary	1	1	
Mercer Jr./Sr. High School	2	2	
Jamesburg Student	2	2	
Mercer County Reg Day	3	3	
Midland School, North Branch	4	4	
Millstone River School WW/Plainsboro	1	1	
New Brunswick High School			
Jamesburg Student	1	1	
Pine Ridge	1	1	
Piscataway Reg Day	1	1	
Princeton Child Development	1	1	
Raritan Valley Academy			
Jamesburg Student	1	1	
Rugby School	2	2	
Schoth School	1	1	
Somerset Academy			
Jamesburg Student	1	1	
Somerset Hills Residential	1	1	
Spotswood High School			
Jamesburg Student	1	1	
State Fac/DCF	1	1	
Jamesburg Student	1	1	
Summit Speech	1	1	
UMDNJ Jamesburg Student	1	1	
TOTAL Monroe Students	61	60	+1
TOTAL Jamesburg Students	13	13	

II. Home Instruction

Student Number	Rea.	Gr.	Teachers	Sch.	Start Date	End Date	Hours Per/ wk
1.	CST	PS	Romano	ML	9-5-07		10
2.	CST	UG	Fletcher	OD	9-5-07		5
3.	Med	UG	Oskierko	OD	9-5-07		10
4.	CST	10	Ballard, Basile, Kelley, Deboer, Ongaro	HS	9-5-07	10-12-07	10
5.	Med	12	Butler, OSundstrom, Tolboom	HS	9-20-07		10
6.	504	5	Sidler	BS	9-5-07		5
7.	SUS	11	Miller	HS	10-15-07	10-22-07	10
8.	SUS	10	Roche, Cleary, Basmajian, Mackin, Basile	HS	10-15-07	10-22-07	10
9.	SUS	11	Gassmann, Cleary, Schwartz	HS	10-15-07	10-22-07	10
10.	504	12		HS	9-5-07		10
11.	Med	5	Bowman	BS	10-2-07	10-8-07	5
12.	504	5	Bowman	BS	9-5-07		5
13.	Med	12	Mazzola, Ielpi, Schwartz, Castaldo, Minter	HS	10-25-07		10
14.	SUS	12	Lyons, Friedman	HS	10-25-07		4
15.	504	11	Schwartz, Basmajian, Romano	HS	9-5-07		10
16.	SUS	9	Fennessy	HS	11-12-07		10
17.	504	12		HS	11-28-07		10
18.	CST	12	Ongaro, Cleary, Beagan	HS	10-29-07		10
19.	Med	11	Hladek, Ongaro, Peterson	HS	1-3-08		10
20.	504	11	Tolboom, Mendell	HS	1-15-08		10
21.	Med	12	Steuber, Drust	HS	1-7-08		10
22.	SUS	11	Latwis, Deboer	HS	2-4-08		10
23.	Med	9	Latwis, Tolboom, Fiore, Cox, Granett	HS	2-5-08		10
24.	Med	10	Rickert, Simmons	HS	2-14-08		10
25.	Med	10	Fennessy, Gonzalez, Oade, Miller, Morolda	HS	1-16-08		10

III. Fire Drills

Applegarth School ----- February 6 and 20, 2008
 Barclay Brook School-----February 15 and 25, 2008
 Brookside School ----- February 20 and 26, 2008
 Mill Lake School ----- February 7 and 25, 2008
 Woodland School ----- February 14 and 25, 2008
 Monroe High School -----February 7 and 29, 2008

IV. Personnel

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

V. 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 approve the revised school calendar for the 2007-2008 school year pending no requirement by administration to close the district due to inclement weather or some other emergency.
- C. **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>
2/21/08	MTHS	suspected use not confirmed	
2/28/08	MTHS	suspected use not confirmed	

8. BUSINESS ADMINISTRATOR'S RECOMMENDATIONS/REPORT

I. BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$8,611,850.23 for January 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 \$124,663.33 for January 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 \$2,995,048.76 for January 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. 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 January 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 January 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).

E. BID AUTHORIZATION – CUSTODIAL SUPPLIES

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

F. 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 approve Mercer County Special Services School District - Project Child Assessment Service, to provide Speech & Language evaluation for a fee of \$285.00 and Occupational Therapy evaluation for a fee of \$285.00.

G. AGREEMENT

It is recommended that members of the Board of Education approve the enclosed “Outreach Services Agreement” between Children’s Center Programs and the Monroe Township Board of Education.

H. BID AWARD

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

WHEREAS, the Monroe Township Board of Education advertised for the submission of bids for a Dual Sided Front Marquee/LED (Light Emitting Diode) Message Center at Oak Tree Elementary School; and

WHEREAS, bids were submitted as follows:

<u>Bidder</u>	<u>Total Bid</u>
Bergen Sign Company	\$32,000.00
Yates Sign Company	\$38,600.00
Eastern Sign Tech, LLC	\$47,591.00
KC Sign / NEVCO	\$47,970.00
Intelligent Signage, Midlantic, Inc.	\$51,500.00
Circelli Construction, Inc.	\$56,000.00; and

WHEREAS, the Bid Specifications provide that items referred to by numbers or company name are for descriptive purposes and are to be used to denote a minimum standard of quality only and the Bid Specifications further provide that any bidder wishing to submit alternates to the specifications must submit product samples and/or manufacturer data sheets for every bid item that is different from the make/model number listed on the Bid Sheet; and

WHEREAS, the Bid Specifications make reference to three acceptable manufacturers, but no product is indicated in the specifications either to be required or proprietary; and

WHEREAS, the bid submitted by Bergen Sign Company, the low bidder, proposes using OPTEC LED boards and Jerry Tague, Director of Facilities has reviewed the material submitted by Bergen Sign Company with regard to OPTEC displays, Inc., and has concluded that this is a product equivalent to the three acceptable products noted in the Bid Specifications; and

WHEREAS, funds are available for this purpose in the Oak Tree Elementary School Bond Account.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby authorizes the award of a contract for a Dual Sided Front Marquee/LED Message Center at Oak Tree Elementary School to Bergen Sign Company in the amount of \$32,000.00 and subject to all Bid Specifications and Contract documents.

Please refer to the enclosed bid analysis for supplemental information.

H. 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, 2008 and June 30, 2009.

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.

J. GRANT ACCEPTANCE

It is recommended that members of the Board of Education acknowledge and accept the New Jersey Department of Education Fiscal Year 2008 Grant Acceptance Certification (GAC) as related to the IDEIA Consolidated Grant. Please refer to the attached document for supplemental information.

K. GROUNDS CARE MAINTENANCE BID AWARDS

It is recommended that members of the Board of Education approve Contract #1 Turf Maintenance to Above the Mark and Contract #2 Annual Turf Applications to Silver Creek Landscaping. It is further recommended that members of the Board of Education approve the Time & Material Unit Rates for grounds care maintenance. Please refer to the attached bid analysis for supplemental information.

L. CONTRACT – NATIONAL SAFETY COMPLIANCE, INC.

It is recommended that members of the Board of Education approve the attached contract between National Safety Compliance, Inc. and the Monroe Township Board of Education for the purpose of compliance with Federal Motor Carrier Safety Regulations (“FMCSR”) regarding driver substance abuse/alcohol misuse testing.

M. RESOLUTION – GRUBB & ASSOCIATES

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

RESOLUTION AUTHORIZING A CONTRACT FOR EXTRAORDINARY UNSPECIFIABLE SERVICES TO RICHARD GRUBB & ASSOCIATES, INC.

WHEREAS, N.J.S.A. 18A:18A-5(a)(2) authorizes the award of a contract which exceeds the bid threshold by the adoption of a resolution at a public meeting without public advertising for bids and bidding therefor, if the subject matter thereof consists of extraordinary unspecifiable services which cannot reasonably be described by written specifications; and

WHEREAS, in accordance with N.J.A.C. 5:34-2.2, the Monroe Township Board of Education (“the Board”) has a need for expertise, extensive training and proven reputation with regard to the procurement of services for archeological monitoring at the new Monroe Township High School site known as Block No. 59, Lot No. 1.03, consisting of approximately 29.60 acres,

as shown on the Monroe Township Tax Map and consisting of property at the intersection of Perrineville Road and Schoolhouse Road in the Township of Monroe; and

WHEREAS, title to the subject property in the name of the Monroe Township Board of Education is subject to a Green Acres Release and Compensation Agreement and Deed of Restriction dated November 29, 2007, a Deed between the County of Middlesex and the Township of Monroe, and a Deed between the Township of Monroe and the Monroe Township Board of Education, all of which were recorded on December 10, 2007; and

WHEREAS, the Monroe Township Council previously authorized a Contract with Richard Grubb & Associates, Inc., 66 North Main Street, Cranbury, NJ 08512, to undertake a Phase I Archeological Survey of the subject property and property known as Block No. 59, Lot 1.04, containing approximately 4.46 acres; and

WHEREAS, the Monroe Township Council also previously authorized a Contract with Richard Grubb & Associates, Inc., 66 North Main Street, Cranbury, NJ 08512, to undertake a Phase II Archeological Survey of the subject property known as Block No. 59, Lot 1.04, containing approximately 4.46 acres; and

WHEREAS, Richard Grubb & Associates, Inc., prepared Monitoring Plan dated August 24, 2007, submitted to the Historic Preservation Office in the New Jersey Department of Environmental Protection, the terms of which are incorporated in the restrictions to title referred to above; and

WHEREAS, archeological monitoring services will be required during the course of construction of the new Monroe Township High School and Richard Grubb & Associates, Inc., is uniquely situated to perform the archeological monitoring services; and

WHEREAS, in accordance with N.J.A.C. 5:34-2.3, Jerry Tague, Director of Facilities, has certified to the Board the nature of the work to be done, as more particularly set forth in Section 01340 of the Bid Specifications for the construction of the new Monroe Township High School, which described in detail why the Contract meets the provisions of the extraordinary unspecifiable services exception to the bidding requirements; and

WHEREAS, Richard Grubb & Associates, Inc., has submitted a Proposal dated the 22nd day of February, 2008, including a Cost Proposal and a sheet entitled "Employee Rates By Title," both of which are dated March 7, 2008 (hereinafter referred to as "the Proposal"), with copies available in the Office of the Board Secretary/Business Administrator; and

WHEREAS, funds are available in the Bond Account for the proposed new high school;

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby authorizes an extraordinary unspecifiable services contract in an amount not to exceed \$320,530.00 for the base contract and an amount not to exceed \$80,000.00 for additional services as more particularly set forth in the Proposal with Richard Grubb & Associates, Inc., to comply with archeological monitoring requirements of the Green Acres Release and Compensation Agreement and Deed of Restriction together with all related documents; and

IT IS FURTHER RESOLVED that a copy of the proposed Contract is on file in the Office of the Business Administrator/Board Secretary; and

IT IS FURTHER RESOLVED that notice of this Contract shall be published once in the Home News Tribune.

I certify to the accuracy of the foregoing, including, but not limited to, the fact that the above services are needed, that bid specifications would be exceedingly difficult to prepare and that Richard Grubb & Associates, Inc., is particularly well suited to provide the services required by the Monroe Township Board of Education.

BERTRAM E. BUSCH
Board Attorney

Kathy Kolupanowich
Board President

Jerry Tague
Director of Facilities

WITNESS:

Wayne Holliday
Board Secretary/ Business Administrator

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

WAYNE HOLLIDAY
Prepared by

March 12, 2008
Date

9. STUDENT BOARD MEMBERS' REPORT

10. COMMITTEE REPORTS

11. OTHER BOARD OF EDUCATION BUSINESS

12. PUBLIC FORUM *

13. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING
WEDNESDAY, MARCH 26, 2008 – 7:00 PM - AT THE HIGH SCHOOL

14. 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.