

MONROE TOWNSHIP BOARD OF EDUCATION  
423 Buckelew Avenue  
Monroe Township, New Jersey 08831  
(732) 521-1500  
Fax (732) 521-1628

WAYNE HOLLIDAY  
Business Administrator/  
Board Secretary

AGENDA  
PUBLIC MEETING  
WEDNESDAY – DECEMBER 12, 2007  
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. Upsana 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 December 7, 2007:

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. Personnel – Terms and conditions with employees – Technology Staff stipends
- b. Personnel – Salary of Employee #001043

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

### 6. PRESENTATION: MONROE EDUCATION FOUNDATION GRANTS

### 7. 2007 BOND REFERENDUM (SPECIAL SCHOOL ELECTION) RESULTS

8. PUBLIC FORUM\*

9. APPROVAL OF MINUTES

Public Board of Education Meeting November 14, 2007

Closed Session Meeting November 14, 2007

10. SUPERINTENDENT'S REPORT

**I. PERSONNEL**

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

**II. BOARD ACTION**

A. Attached is the Report of Pupil Suspensions for the Month of November 2007.

B. It is recommended that the Board approve the attached list of requests for Staff Professional Development.

C. It is recommended that the Board approve the revision of the following bylaw:

164 Conduct of Board Meeting

D. It is recommended that the Board approve the re-adoption of the following bylaws:

151 Organization Meeting  
 152 Board Officers  
 153 Annual Appointments  
 154 Annual Motions and Designations  
 161 Call, Adjournment, and Cancellation  
 162 Notice of Board Meetings  
 166 Executive Sessions

- E. It is recommended that the Board approve the attached list of changes for the 2008-2009 High School Program of Studies.
- F. **2007-2008 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/07 through 12/10/07

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
11/1/07	MTHS	harassment, threat	
11/7/07	MTHS	fight	
12/3/07	MTHS	fight	

## 11. BUSINESS ADMINISTRATOR'S REPORT

### I. BOARD ACTION

#### A. BILL LIST

It is recommended that the bills totaling \$8,255,636.02 for October 2007 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 \$1,221.84 for October 2007 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 \$1,455,199.73 for October 2007 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 October 2007, 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:23-2.11(c)3, Be It Further Resolved that the Board Secretary certifies that the October 2007

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. QUALIFIED PURCHASING AGENT (Refer to attached documents for supplemental information.)

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

RESOLUTION increasing the bid threshold and appointing a Qualified Purchasing Agent, pursuant to N.J.S.A. 18A:18A-3a and N.J.A.C. 5:34-5 et seq.

WHEREAS, the recent changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$29,000; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Wayne Holliday possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Monroe Township Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

RESOLVED, that the governing body of the Monroe Township Board of Education, in the County of Middlesex, in the State of New Jersey hereby increases its bid threshold to \$29,000 (twenty nine thousand dollars); and be it further

RESOLVED, that the governing body hereby appoints Wayne Holliday as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution

and a copy of Wayne Holliday's certification to the Director of the Division of Local Government Services.

F. TRANSFER #3

It is recommended that members of the Board of Education approve Transfer #3 as presented for fiscal year 2007/08. A copy is attached hereto.

G. CHANGE ORDER #1 – SEACOAST BUILDERS CORPORATION

It is recommended that Members of the Board of Education approve Change Order No. 1 to the contract between the Monroe Township Board of Education and Seacoast Builders Corporation in the amount of \$29,421.00 due to revised requirements of the Monroe Township Municipal Utilities Authority after the bid award to Seacoast Builders Corporation transpired.

H. RESOLUTION AUTHORIZING STREETLIGHT MODIFICATION AGREEMENT AND FIXED COST AGREEMENT WITH JERSEY CENTRAL POWER & LIGHT FOR THE NEW OAK TREE ELEMENTARY SCHOOL

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

WHEREAS, the Monroe Township Board of Education ("Monroe") is in the process of constructing the new Oak Tree Elementary School and the design for the school provides for parking lot and street lighting to be supplied by Jersey Central Power and Light ("JCP&L"), as more particularly shown on Drawing SP-1.1, Site Layout and Dimension Plan, revised to February 2, 2007, as prepared by The Prisco Group; and

WHEREAS, JCP&L has submitted a Streetlight Modification Agreement dated October 22, 2007, a copy of which is on file in the office of the Monroe Business Administrator/Board Secretary, which provides for the installation of fixtures at \$405.45 per fixture, at a total cost of \$15,407.10, and monthly charges in accordance with Tariff rates; and

WHEREAS, JCP&L has submitted a Fixed Cost Agreement dated October 29, 2007, a copy of which is on file in the office of the Monroe Business Administrator/Board Secretary, which provides that JCP&L will install 38 - 250 Watt HPS Cobra Head Street Lights on 33-30' fiberglass standards with 6' brackets at a cost of \$66,760.30.

NOW, THEREFORE, BE IT RESOLVED that the President and Secretary of the Monroe Township Board of Education are authorized to sign the original of the aforesaid

Streetlight Modification Agreement and the original of the aforesaid Fixed Cost Agreement which are attached herein.

**I. RESOLUTION AUTHORIZING CHICAGO TITLE INSURANCE COMPANY TO PROVIDE TITLE INSURANCE FOR LAND ON WHICH THE PROPOSED NEW MONROE TOWNSHIP HIGH SCHOOL IS TO BE BUILT**

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

WHEREAS, Chicago Title Insurance Company has provided a title commitment to the Township of Monroe for property designated as Block 59, Lot 1.01 on the Municipal Tax Map of the Township of Monroe; and

WHEREAS, the Township of Monroe and the Monroe Township Board of Education have entered into an Interlocal Agreement whereby title to the subject property is to be conveyed to the Monroe Township Board of Education.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby authorizes the purchase of title insurance protecting the Monroe Township Board of Education from Chicago Title Insurance Company at a cost of \$9,403.00 for limits in the amount of \$3,400,700.00, the appraised value of the land.

**J. AUTHORIZATION TO BID**

It is recommended that members of the Monroe Township Board of Education authorize Wayne Holliday, Business Administrator/Board Secretary to advertise for and solicit bids for the installation of a closed circuit security system at Oak Tree Elementary School.

**K. RESOLUTION – STORMWATER MAINTENANCE AGREEMENT**

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

WHEREAS, the Monroe Township Board of Education filed a Site Plan Application with the County of Middlesex for the High School field replacement project; 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 October 30, 2007, the original of which was directed to the Monroe Township Planning Board; and

WHEREAS, paragraph 2 of the letter of October 30, 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 and installation of a new synthetic field at the existing football stadium.

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 following Stormwater Maintenance Agreement.

Prepared By. Edwards Engineering Group County  
Planning Board File #MO-SP-198

#### STORMWATER MAINTENANCE AGREEMENT

WHEREAS, the Monroe Township Board of Education, a New Jersey Public Agency, with offices at 423 Buckelew Avenue, 2.9 in Block 50, as shown on the Tax Map of Monroe Township, County of Middlesex, State of New Jersey, and;

WHEREAS, as a condition of the approval of the site plan granted by the Land Development Review Committee of the Middlesex County Planning Board, said approval dated October 30, 2007, and said approval requires the filling of a Restrictive Covenant in a form of the Stormwater Maintenance Agreement which requires the lot owners to maintain any detention facilities on the Premises; and;

NOW, THEREFORE, in consideration of the promises, covenants, conditions and other good valuable considerations; of the site plan application entitled "Monroe High School Stadium Field Replacement Project", dated June 15, 2007 and last revised November 19, 2007; hereby declares that said Lot 1.21, Block 49, herein the above description, shall be held, sold and conveyed subject to the following restrictions, covenants and easements which shall run with the land and be binding upon all parties who have any right, title or interest in the land, or any part thereof, their heirs, executors, administrators, successors and assigns and shall insure to their benefit; and the benefit of the Middlesex County Planning Board;

1. After the completion of the stormwater drainage system and any and all drainage swales/ detention/ retention/ drywells/ recharge facilities by the owner of the premises as they may from time to time be, shall be responsible for the continuing and perpetual maintenance of the stormwater management facilities and piping located on its premises in accordance with the site plan as prepared by William B. Edwards, P.E., of Edwards Engineering Group, PO Box 8437, Somerville, NJ 08876, entitled "Monroe



High School Stadium Field Replacement"; which was approved by the Middlesex County Planning Board.

2. In the event that the owner shall fail to maintain the stormwater drainage system and any and all drainage swales/ detention/ retention/ drywells/ recharge facilities in reasonable order and condition, as may be determined periodically by a designee of the County of Middlesex and/or the Middlesex County Planning Board, the designee of the County of Middlesex and/or Middlesex County Planning Board may serve a written notice to the owner setting forth the manner in which the owner has failed to maintain the stormwater drainage system and any and all drainage swales/ detention/ retention/ drywells/ recharge facilities in reasonable condition, and said notice shall include a demand that such deficiencies or maintenance be cured within thirty-five (35) days thereof. If the deficiencies set forth in the original notice or in the modification thereof shall not be corrected within said thirty-five (35) days or any permitted extension thereof, the County of Middlesex, in order to preserve the stormwater drainage system and any and all drainage swales/ detention/ retention/ dry wells/ recharge facilities and maintain the same may enter upon and maintain same for period of time as the County may determine in its sole judgement.

IF, the County enters upon or maintains the stormwater drainage facilities at its discretion, then any cost and expenses including fees from Counsel in the above noted process shall be at the sole cost and expense of the owner. The County and/or its agents and/or its designees shall be held harmless and free of any liability of any kind whatsoever by the owner from any and all acts taken under the authority of the Restrictive Covenant in the form of a Stormwater Maintenance Agreement if such actions are taken in good faith.

IN WITNESS WHEREOF, The Monroe Township Board of Education has signed, sealed and delivered the Restrictive Covenant in the form of a Stormwater Maintenance Agreement on\_\_\_\_\_, day of \_\_\_\_\_, 20\_\_.

ATTEST:

APPLICANT:

\_\_\_\_\_  
(Type name of Person Attesting Witness and Title)

\_\_\_\_\_  
(Type name of Person , Corporation and Title)

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

Signed and sworn to before me on

\_\_\_\_\_, \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
Notary Public

L. PROFESSIONAL APPOINTMENTS

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

1. It is recommended that members of the Board of Education appoint Dr. Thomas Vona to provide 20 days, not to exceed \$300 per day for state-mandated mentoring of alternate route teaching candidates.
2. It is recommended that members of the Board of Education approve the enclosed agreement between the Monroe Township Board of Education and Applied Behavioral Concepts to provide specialized after school services.
3. It is recommended that members of the Board of Education approve the Professional Services Agreement effective December 3, 2007 between Teachscape, Inc. and the Monroe Township Board of Education. Please refer to attached document for supplemental information.
4. It is recommended that members of the Board of Education approve the firm of “Gerard Stankiewicz of Samuel Klein and Company” to perform the 2007/08 audit in the amount of \$32,900 and the ASSA in the amount of \$3,850.00. It is further recommended that the firm of “Gerard Stankiewicz of Samuel Klein and Company” be approved to perform other services during fiscal year 2007/08 as needed. Other services as may be required during the contract period, as requested, will be billed at rates as indicated below and determined by the degree of skill required for the respective services:

Partners or Principals	\$110.00 to \$150.00
Managers or Supervisors	\$85.00 to \$105.00
Staff Members or Para-Professionals	\$50.00 to \$80.00

Please refer to the enclosed document for supplemental information.

M. RESOLUTION AUTHORIZING AGREEMENT FOR INSTALLATION OF ELECTRIC DISTRIBUTION FACILITIES AS PART OF THE MONROE TOWNSHIP HIGH SCHOOL SPORTS LIGHTING PROJECT

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

WHEREAS, the Monroe Township Board of Education awarded a Contract for sports lighting and scoreboard and Field House (concession building) electrical service upgrade; and

WHEREAS, Jersey Central Power & Light (“JCP&L”) has submitted an Agreement for Installation of Electric Distribution Facilities dated October 12, 2007, in accordance with the electrical design detailed on Drawing C2, Schematic Pole Location & Conduit Routes and Drawing C3, Field House Schematic, both revised to June 27, 2007, as prepared by Edwards Engineering Group, Inc.; and

WHEREAS, the proposed Agreement is on file in the Office of the Monroe Township Board of Education Business Administrator/Board Secretary; and

WHEREAS, the Agreement provides that JCP&L will install 1 Span #2 AL Primary, 3-75 KVA 277/480 Volt Bank, Connect Customer Owned UG Service with a balance of \$9,061.11 which becomes the Revenue Offset Allowance and payments as more particularly set forth in the form of Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that the President and Secretary of the Monroe Township Board of Education are authorized to sign the aforesaid Agreement.

#### N. 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 School Board Association (NJSBA) and set forth below are directly related to and within the scope of board members’ duties; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by 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 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 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 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 school board members listed at the following NJSBA training and informational program, 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 NJSBA training programs and informational events:

Program Name	Date	#	Board Member or Employee Name	Event Cost (per person)	Total Cost (extended)
New Jersey School Boards Association School Accountability Act/Advanced Board Member Training	2/6/08	1	Rita Ostrager	\$32.00	\$32.00
New Jersey School Boards Association Sponsored Legislative Reception	1/8/08	1	Amy Antelis	Parking	

#### O. RESOLUTION- HIGH ROAD SCHOOL

WHEREAS, the Monroe Township Board of Education has entered into Contracts with High Road School, an approved private school for students with disabilities; and

WHEREAS, High Road Schools of New Jersey, Inc., has notified the Monroe Township Board of Education that it is changing its name to New Road Schools of New Jersey, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby authorizes an assignment of all agreements with High Road School to New Road Schools of New Jersey, Inc., and further authorizes the Board President and Board Secretary to sign any and all documents necessary to recognize the assignment.

P. SALE OF DISTRICT EQUIPMENT/VEHICLES

It is recommended that members of the Board of Education authorize Business Administrator/Board Secretary Wayne Holliday to advertise for and to accept sealed bids for the sale of the following district equipment and vehicles:

89 iMacs

1988 Dodge Snow Commander Pick-up; Vin – 1B7KW2455JS797621

1984 Dodge Snow Commander Pick-up; Vin – 1B7KW34WXES372030

LM Laser Master/Rip Station with monitor and keyboard

LM Laser Master Press Mate – FS Film Setter

AB Dick Printing Press – Model 9849

Multilith Offset Printer – Model 1250

Challenge Paper Cutter

NuArc Platemaker Model FT26V3UP

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

WAYNE HOLLIDAY

Prepared by

DECEMBER 12, 2007

Meeting Date

12. STUDENT BOARD MEMBERS' REPORT

13. COMMITTEE REPORTS

Curriculum/Co-Curriculum Activities/Athletics

Finance/Buildings & Grounds/Transportation

New High School Action Committee

Community Relations

Policy

Technology

Library Board Representative

Human Relations Commission Board Representative

Municipal Recreation Board Representative  
Jamesburg Board of Education Representative  
Middlesex Regional Educational Services Commission Board Representative

14. OTHER BOARD OF EDUCATION BUSINESS

15. PUBLIC FORUM \*

16. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING

WEDNESDAY, JANUARY 9, 2008 – 7:00 P.M. – HIGH SCHOOL

17. 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.