

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

***PLEASE NOTE: AT THE TIME OF THIS POSTING, THERE ARE NO
CLOSED SESSION ITEMS FOR DISCUSSION. THEREFORE, THE
PUBLIC PORTION OF THE MEETING WILL COMMENCE AT
7:00 P.M. WITHOUT INTERRUPTION.***

AGENDA
PUBLIC MEETING
WEDNESDAY – SEPTEMBER 26, 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. 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 September 21, 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 subjects:

None as of the posting of this agenda.

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

6. PRESENTATION BY TERRY-ANN ZANDER OF ZANDER CONSULTING, LLC AS RELATED TO DISTRICT PUBLICATIONS AND COMMUNICATION REGARDING DISTRICT INITIATIVES

7. PRESENTATION BY HIGH SCHOOL SENIOR COURTNEY MASSANO AS RELATED TO AN EDUCATIONAL COMMUNITY SERVICE PROJECT

8. PUBLIC FORUM*

9. APPROVAL OF MINUTES

Public Board of Education Meeting, August, 29, 2007

10. SUPERINTENDENT'S REPORT

I. Personnel

The Superintendent will recommend that the Board approve the Personnel Report as presented to the Board on the evening of September 26, 2007.

II. **BOARD ACTION**

A. **Residency Contracts**

In accordance with Policy #5111 regarding residency contracts, it is recommended that the Board approve the enrollment of the children noted on the attached Residency Contracts whose family is under contract for future residency in Monroe Township.

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 attached School Nursing Plan and documentation for QAAR for the 2007-2008 school year.

D. It is recommended that the Board approve the submission of the enclosed NCLB application for the Fiscal Year 2008.

E. In accordance with, N.J.S.A. 18A:17 – 14.4, it is recommended that members of the Board of Education designate Michael Gorski, CPA, PSA, Assistant Business Administrator to certify to the Department of Treasury that all documentation prepared for income tax related purposes with respect to the Superintendent, Assistant Superintendents, and School Business Administrator complies with Federal and State reporting laws.

MOTION TO ACCEPT THE SUPERINTENDENT'S REPORT

11. BUSINESS ADMINISTRATOR'S REPORT

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$19,199,427.59 for August 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 \$216,312.05 for August 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 \$1,756,157.01 for August 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 August 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:2.11(c) 3, Be It Further Resolved that the Board Secretary certifies that the August 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. PROFESSIONAL SERVICES

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 Leslie Marcks, physical therapist to provide evaluations for the 2007-2008 school year for a fee of \$120.00 per evaluation.
2. It is recommended that members of the Board of Education approve Susanna Dieker, occupational therapist to provide evaluations for the 2007-2008 school year for a fee of \$400.00 per evaluation.
3. It is recommended that members of the Board of Education approve Dr. Heidi Kaduson to provide the following services for the 2007-2008 school year starting July 1, 2007:

Social Skills Groups for a fee of \$50.00 per session

and

Individual Sessions for a fee of \$200.00 per 45 minute session.

4. It is recommended that members of the Board of Education approve Cerebral Palsy of New Jersey to provide the following services for the 2007 – 2008 school year:

Job Development and Job Coaching for a fee of \$60.00 per hour;

Any written and/or oral communication with students, parents, child study team, and employer, if needed, for a fee of \$60.00 per hour;

Mileage reimbursement at the current IRS approved rate.

F. RESOLUTION: MTMUA EASEMENT

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

WHEREAS, the Monroe Township Municipal Utilities Authority (“MTMUA”) has requested the Monroe Township Board of Education to convey a Deed of Easement for a subsurface water main on and under Lot 10.69, Block 14, as shown on the Monroe Township Tax Map; and

WHEREAS, the grant of the Deed of Easement will benefit the Monroe Township Board of Education by providing a water main for the new elementary school on Applegarth Road.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby authorizes the President and Secretary of the Monroe Township Board of Education to sign a Deed of Easement conveying the water main easement through a portion of Lot 10.69, Block 14, in accordance with the foregoing.

A copy of the proposed Deed of Easement is on file in the office of Wayne Holliday, Board Secretary/Business Administrator.

G. SAINT BARNABAS

It is recommended that members of the Board of Education approve the attached agreement between the Monroe Township Board of Education and Saint Barnabas Management Services to provide the Employee Assistance Program Plan.

H. RESOLUTION AWARDDING THE LEASE PURCHASE FINANCING FOR THE ACQUISITION OF COPIERS

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

WHEREAS, the Board of Education of the Township of Monroe, in the County of Middlesex, New Jersey (the “Board”) did heretofore adopt and approve a resolution authorizing the receipt of bids for financing the acquisition of copiers (collectively, the “Equipment”); and

WHEREAS, a request for bid for the lease purchase financing of the Equipment (the “Request”) was duly published and proposals for the lease purchase

financing of the Equipment were duly solicited pursuant to the terms of the Request and the bid specifications attached hereto as Exhibit A (the "Bid Specifications"); and

WHEREAS, sealed bids containing proposals for the lease purchase financing of the Equipment were received on September 24, 2007 from the following:

<u>Name of Bidder</u>	<u>Interest Rate</u>
Commerce Commercial Leasing, LLC	3.83%
Wachovia Business Lease	4.77%

WHEREAS, the proposal of Commerce Commercial Leasing, LLC, in the form thereof attached hereto as Exhibit B (the "Proposal"), offered lease purchase financing of the Equipment at the lowest fixed interest rate for the term of the lease purchase financing, in accordance with the requirements of the Request and the Bid Specifications.

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

SECTION 1. That the Bid Specifications and their use in the solicitation of bids are hereby ratified and approved in all respects.

SECTION 2. That the lease purchase financing of the Equipment is awarded to Commerce Commercial Leasing, LLC and the Proposal thereof referred to in the recitals above is hereby accepted, the lease purchase financing to bear interest at the fixed rate as set forth in the Proposal.

SECTION 3. That the Board hereby covenants to comply with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") applicable to the lease purchase financing and covenants not to take any action or to permit any action to be taken which would cause the interest component on the lease purchase financing to lose the exclusion from gross income for Federal income tax purposes provided under Section 103 of the Code or cause the interest component on the lease purchase financing to become an item of tax preference under Section 57 of the Code.

SECTION 4. That the Board hereby designates the interest component on the lease purchase financing as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code (relating to an exception to the disallowance of interest expense of certain financial institutions allocable to tax-exempt interest). The Board Secretary is hereby authorized and directed to satisfy any reporting requirements made necessary by any Federal rules and regulations with respect to such designation of the interest component on the lease-purchase financing.

SECTION 5. The Board hereby authorizes the Board Secretary, the Superintendent, Bond Counsel, the Auditor and any other professionals of the Board to proceed with the lease purchase financing, including the drafting of any documents necessary therefor. The Board hereby ratifies and approves all actions previously taken by the Board Secretary, the Superintendent, Bond Counsel, the Auditor and any other professionals of the Board in connection with the drafting and negotiation of any documents necessary in connection with the lease purchase financing.

SECTION 6. The Board Secretary, the Board President, the Board Vice President, the Superintendent and the Chairperson and Vice-Chairperson of the Board's Finance/Building and Grounds/Transportation Committee are hereby authorized to execute all documents necessary for the lease purchase financing, including without limitation, such documents necessary to evidence the exclusion of the interest component on the lease purchase financing from gross income for Federal income tax purposes, including, inter alia, the status of the lease purchase financing as other than "private activity bonds" within the meaning of section 141 of the Code.

SECTION 7. The Board President, the Board Vice President, the Superintendent, the Chairperson and Vice-Chairperson of the Board's Finance/Building and Grounds/Transportation Committee and the Board Secretary are hereby authorized and directed to determine all matters in connection with the lease purchase financing of the Equipment not determined by this or subsequent resolution of the Board, as permitted by law.

SECTION 8. A copy of this resolution shall be placed on file with the Board Secretary.

SECTION 9. This resolution shall take effect immediately.

Adopted: September 26, 2007

AYE:

NAY:

ABSTAIN:

ABSENT:

Certified to be a true and correct copy of the resolution adopted by the Monroe Township Board of Education on September 26, 2007.

Wayne Holliday
Board Secretary/Business Administrator

I. RESOLUTION: APPLGARTH MIDDLE SCHOOL WATER AND SEWER

WHEREAS, the Monroe Township Board of Education advertised for the submission of bids for the water and sewer connections for the Applegarth Middle School on Applegarth Road and two bids were received on September 12, 2007, as follows:

Brian Patterson Mechanical Contracting, Inc. \$222,500.00;

B and B Construction Company, LLC \$650,000.00; and

WHEREAS, Brian Patterson Mechanical Contracting, Inc., submitted the lowest responsive bid.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby awards a contract for the water and sewer connections for Applegarth Middle School on Applegarth Road to Brian Patterson Mechanical Contracting, Inc. in the amount of \$222,500.00, subject to all bid specifications and contract documents.

J. 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 Middlesex County School Board Association (MCSBA) 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 MCSBA 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 MCSBA 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 MCSBA 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 MCSBA 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 listed number of school board members and district employees at the listed MCSBA training and informational programs, and the costs 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 MCSBA training programs and informational events:

Program Name	Date	#	Board Member / Employee Name	Event Cost pp	Total Cost
Middlesex Cnty School Boards Association The Reality of the School Accountability Act	10/3	1	Kathy Leonard	\$20.00	\$20.00

K. TRANSPORTATION CONTRACT

It is recommended that Members of the Board of Education approve a parental contract for student transportation. Please refer to the attached analysis for supplemental information.

L. TEMPORARY STUDENT TRANSPORTATION ROUTE

It is recommended that Members of the Board of Education approve a temporary student transportation route (TM056) between Phoenix Transportation, LLC and the Monroe Township Board of Education. Please refer to the attached analysis for supplemental information.

M. RESOLUTION: DECEMBER 11, 2007 BOND REFERENDUM / SPECIAL SCHOOL ELECTION

BE IT RESOLVED BY THE BOARD OF EDUCATION (the "Board of Education") OF THE TOWNSHIP OF MONROE, IN THE COUNTY OF MIDDLESEX, NEW JERSEY (the "School District"), AS FOLLOWS:

1. A special school election of the legal voters of the School District shall be held on Tuesday, December 11, 2007 at 7:00 o'clock A.M., in the School District at the places and for the purposes hereinafter provided.

2. The Secretary of the Board of Education is hereby directed to cause the Clerk of the Township of Monroe to publish not less than fifty days before the date of the special school election notices, of the character provided in section 7 of the "Absentee Voting Law (1953)", P.L. 1953, c.211, in a newspaper published in the municipality in which the School District is situated, and if no newspaper is published in such municipality, then in at least one newspaper published in the County of Middlesex and circulating in the Township of Monroe.

3. The Secretary of the Board of Education is hereby directed to cause the Middlesex County Board of Elections to publish notice of the special school election at least ten days before the date of the special school election in a newspaper having the qualifications required by N.J.S.A. 19:12-7 and N.J.S.A. 35:1-2.2.

4. The notice shall be in substantially the following form, and the proposal therein set forth shall be submitted to the voters at the special school election. The hours of opening and closing of the polls shall be as stated in the notice and the polling place or places and polling district or districts therein stated and described are hereby confirmed and established:

NOTICE OF SPECIAL SCHOOL DISTRICT ELECTION
OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONROE,
IN THE COUNTY OF MIDDLESEX, NEW JERSEY
ON TUESDAY, DECEMBER 11, 2007

NOTICE IS HEREBY GIVEN to the legal voters of the School District of the Township of Monroe, in the County of Middlesex, New Jersey, that a special school election of the legal voters of the School District will be held on Tuesday, the 11th day of December, 2007, at 7:00 o'clock a.m.

The polls will remain open until 9:00 o'clock p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and to cast their ballots. The election will be held and all the legal voters of the School District will vote at the respective polling places stated below.

At the said election, there will be submitted the following proposal:

The Board of Education of the Township of Monroe, in the County of Middlesex, New Jersey, is authorized to undertake as a capital project for lawful school purposes the following: (a) the additional costs necessary for the construction of a new Monroe High School as previously approved by the voters of the Township of Monroe in December 2003, including any necessary improvements, upgrades, appurtenances, equipment, furniture and site work; (b) to expend for such additional costs of the aforesaid purposes, including incidental expenses, the additional sum not exceeding \$41,900,000; and (c) to issue bonds of the School District for said additional costs of the project in the principal amount not exceeding \$41,900,000.

The project has previously been approved for a \$15,244,658 grant from the State of New Jersey. The additional costs for the project is not eligible for further State support.

The polling places for the election and their respective polling districts (described by reference to the election districts used at the last General Election in the municipality) are established and have been designated below, and no person shall vote at the election elsewhere than at the polling place designated for the voters of the polling district in which he or she resides.

POLLING PLACE NO. 1

Polling place at Applegarth School in the School District for legal voters residing within the General Election District Ward No. 1, District 14 and General Election District Ward No. 2, District 10.

POLLING PLACE NO. 2

Polling place at Rossmoor Clubhouse in the School District for legal voters residing within the General Election District Ward No. 1, Districts 2, 3, 4 and 5.

POLLING PLACE NO. 3

Polling place at Clearbrook Cultural Center in the School District for legal voters residing within the General Election District Ward No. 1, Districts 6, 7, 8, 9 and 10.

POLLING PLACE NO. 4

Polling place at Woodland School in the School District for legal voters residing within the General Election District Ward No. 2, District 1 and Ward No. 3, Districts 4 and 9.

POLLING PLACE NO. 5

Polling place at Brookside School in the School District for legal voters residing within the General Election District Ward No. 2, District 2 and Ward No. 3, Districts 6 and 8.

POLLING PLACE NO. 6

Polling place at Whittingham Towne Center in the School District for legal voters residing within the General Election District Ward No. 2, Districts 3, 9, 11 and 12.

POLLING PLACE NO. 7

Polling place at Concordia Clubhouse in the School District for legal voters residing within the General Election District Ward No. 2, Districts 5, 6, 7 and 8.

POLLING PLACE NO. 8

Polling place at The Ponds Clubhouse in the School District for legal voters residing within the General Election District Ward No. 1, District 13.

POLLING PLACE NO. 9

Polling place at Monroe Township Fire and EMS Facility in the School District for legal voters residing within the General Election District Ward No. 1, Districts 11 and 12.

POLLING PLACE NO. 10

Polling place at the Monroe First Aid Building in the School District for legal voters residing within the General Election District Ward No. 3, Districts 1 and 3.

POLLING PLACE NO. 11

Polling place at the Monroe Township Community Center in the School District for legal voters residing within the General Election District Ward No. 3, Districts 2, 5 and 7.

POLLING PLACE NO. 12

Polling place at the Monroe Township Public Library in the School District for legal voters residing within the General Election District Ward No. 2, District 4.

POLLING PLACE NO. 13

Polling place at Encore Monroe in the School District for legal voters residing within the General Election District Ward No. 1, District 1.

POLLING PLACE NO. 14

Polling place at Monroe Village in the School District for legal voters residing within the General Election District Ward No. 1, District 15.

POLLING PLACE NO. 15

Polling place at Regency Clubhouse in the School District for legal voters residing within the General Election District Ward No. 3, District 10.

By order of the Board of Education
Wayne Holliday, Board Secretary

Dated: November 29, 2007

5. The Board of Education hereby approves and adopts the proposal set forth in the notice and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same.

6. The Board of Education hereby authorizes the Secretary of the Board of Education to request one additional voting machine for each of the following polling places: (a) the Applegarth School, (b) the Woodland School, (c) the Brookside School, (d) the Monroe First Aid Squad Building and (e) the Monroe Community Center for the convenience of the voters pursuant to N.J.S.A. 19:4-12.

7. The Board of Education hereby acknowledges and agrees that, in accordance with N.J.S.A. 18A:24-16 and 18A:24-17, a supplemental debt statement will be prepared as of the date of this resolution by the chief financial officer of the Township of Monroe, being every municipality comprised within the School District, giving effect to the proposed authorization of bonds of the School District in the maximum amount to be

stated in the completed proposal set forth in the notice and that the supplemental debt statement has been filed in the office of the Clerk of the Township of Monroe and in the office of the Secretary of the Board of Education prior to the adoption of this resolution. The Board of Education hereby directs the Secretary of the Board of Education to have the supplemental debt statement filed in the office of the Division of Local Government Services in the Department of Community Affairs prior to the date of the special school election authorized herein.

8. The Board of Education intends to issue bonds or notes to finance the costs of the project described in the proposal set forth in this resolution. The Board of Education expects that the maximum principal amount of bonds or notes that will be issued to finance the costs of the project described in the proposal will not exceed \$41,900,000. If the Board of Education incurs any such costs prior to the issuance of its bonds or notes, the Board of Education intends to reimburse itself for such expenditures with the proceeds of such bonds or notes.

9. The Board of Education hereby appoints (a) the law firm of McCarter & English, LLP to provide the specialized legal services necessary in connection with the financing of the project described in the proposal set forth in this resolution and the authorization, issuance and sale of any bonds or temporary notes therefor, and other appropriate legal services in connection with such proposed financing and (b) Phoenix Advisors, LLC to act as Financial Advisor and to provide specialized financial services necessary in connection with the project referred to in the proposal set forth in this resolution. The Secretary of the Board of Education is hereby authorized to cause to be printed once, in an official newspaper, the notice required by N.J.S.A. 18A:18A-5(a)(1) in connection with such appointments.

10. This resolution shall take effect immediately.

Adopted: September 26, 2007

The foregoing resolution was adopted by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

This resolution is certified as of the 26th day of September, 2007 to be a true and correct copy of the resolution adopted by the Board of Education of the Township of Monroe, in the County of Middlesex, New Jersey.

Wayne Holliday
Business Administrator/Board Secretary

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

MOTION TO ACCEPT THE BUSINESS ADMINISTRATOR'S REPORT

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, OCTOBER 17, 2007 – 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.