

MONROE TOWNSHIP BOARD OF EDUCATION  
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WAYNE HOLLIDAY  
Business Administrator/  
Board Secretary

AGENDA  
PUBLIC MEETING  
WEDNESDAY JULY 18, 2007  
7:00 P.M.  
HIGH SCHOOL

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

BOARD MEMBERS

Ms. Kathy Kolupanowich, Board President  
Mr. Lew Kaufman, Board Vice President  
Mr. Marvin I. Braverman  
Mr. Joseph Homoki  
Mr. John Leary  
Ms. Kathy Leonard  
Ms. Rita Ostrager  
Ms. Amy Speizer  
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 July 13, 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:

- A. Personnel – Status of Assistant Superintendent for Personnel
- B. Collective Bargaining/Negotiations – Tentative memorandum of agreement with the Teamsters – Local #11
- C. Land Acquisition – Water and sanitary easements for the new elementary school on Applegarth Road

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. APPROVAL OF MINUTES

Public Board of Education Meeting, June 13, 2007  
Public Board of Education Meeting, June 27, 2007

8. SUPERINTENDENT’S 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 approve the following new Policies and Regulations for a first reading:

Policy No. 5305 Health Services Personnel  
 Policy No. 5306 Health Services to Non-Public Schools  
 Regulation No. 5306 Health Services to Non Public Schools  
 Policy No. 5307 Nursing Services Plan  
 Policy No. 5308 Pupil Health Records  
 Regulation No. 5308 Pupil Health Records  
 Policy No. 5332 Do Not Resuscitate Orders  
 Policy No. 5335 Treatment of Asthma

- B. It is recommended that the Board approve the following Policies and Regulations for a second and final reading:

Bylaw No. 147.1A Board Member Compensation and Expenses  
 Policy No. 2415.20 No Child Left Behind Complaints  
 Regulation No. 2415.20 No Child Left Behind Complaints  
 Regulation No. 3440 Travel Expenses for Teaching Staff Members  
 Regulation 4440 Travel Expenses for Support Staff

- C. It is recommended that the Board approve the revision of the following Policies and Regulations:

Policy No. 5310 Health Services  
 Regulation No. 5310 Health Services  
 Policy No. 5530 Substance Abuse

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

- E. It is recommended that the Board approve the transfer of **Mr. Dennis Ventrello**, principal at Brookside School, to principal of the new elementary school, effective January 1, 2008.

MOTION TO ACCEPT THE SUPERINTENDENT'S REPORT.

## 9. BUSINESS ADMINISTRATOR'S REPORT

### I. BOARD ACTION

#### A. BILL LIST

It is recommended that the bills totaling \$6,934,262.61 for June 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 – ELEMENTARY SCHOOL(BOND SERIES 1999)

It is recommended that the bills totaling \$14,400.00 for June 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 HIGH SCHOOL (BOND SERIES 2004)

It is recommended that the bills totaling \$18,749.68 for June 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. BILL LIST–NEW ELEMENTARY SCHOOL (BOND SERIES 2006)

It is recommended that the bills totaling \$2,108,985.67 for June 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.

#### E. 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 June 2007, which indicates that no major accounts or funds have been over expended and that sufficient funds were 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 June 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).

F. 2006/07 SUMMARY CASH REPORT

Be It Resolved that members of the Board of Education hereby certify that they are in receipt of the Summary Cash Report for the fiscal year ending June 30, 2007.

G. CHART OF ACCOUNTS

It is recommended that the Board of Education approve the Chart of Accounts for 2007/08.

H. BID AWARD - PAPER

It is recommended that members of the Board of Education award the bid for paper to Ricoh Paper in the amount of \$85,486.92. Please refer to the attached bid analysis for supplemental information.

I. TRANSFER # 13

It is recommended that members of the Board of Education approve Transfer #13 as presented for fiscal year 2006/07. A copy is attached hereto.

J. CHANGE FUNDS

It is recommended that members of the Board of Education formally establish for fiscal year 2007/08 the following:

Athletics Change Fund in the amount of \$200.00  
and  
Cafeteria Change Fund in the amount of \$930.00.

K. 2007/2008 PUPIL TRANSPORTATION CONTRACT RENEWALS

It is recommended that members of the Board of Education approve transportation contract renewals for the 2007/2008 school year as listed on the attached analysis.

L. 2007/2008 FIELD AND ATHLETIC TRIPS CONTRACT RENEWAL

It is recommended that members of the Board of Education approve a contract renewal to First Student for 2007/2008 field and athletic trips. Please refer to the enclosed analysis for supplemental information.

M. RESOLUTION AWARDING CONTRACT FOR FIVE 54-PASSENGER INTEGRATED CONVENTIONAL (TYPE C) VEHICLES

WHEREAS, the Monroe Township Board of Education advertised for the submission of bids for five 2008 or newer Diesel Engines/Auto Transmission/Hydraulic Brakes 54-Passenger Integrated Conventional (Type C) Vehicles and four bids were received on July 10, 2007, as follows:

1. Wolfington Body Company, Inc. \$374,500.00;
2. Truck King International Sales & Service \$393,370.00;
3. H.A. DeHart & Son, Inc. \$397,395.00;
4. American Bus & Coach, LLC \$401,435.00; and

WHEREAS, the GENERAL REQUIREMENTS of the Bid Specifications, page 3.1-1, SUBMISSION OF BID, paragraph 5, provides that items referred to by number or company name are for descriptive purposes and are to be used to denote a minimum standard of quality only; and

WHEREAS, page 4 of the School Bus Specifications, under TRANSMISSION, provides as follows:

“ALLISON SERIES 2500 P.T.S. AUTOMATIC 5 SPEED TRANSMISSION WITH OVERDRIVE, CASTROL TRANSYND SYNTHETIC OIL AND OIL COOLER.

SHIFT CONTROL TO INCLUDE PARK LOCK POSITION WHICH AUTOMATICALLY ENGAGES PARKING BRAKE FOR ADDED SAFETY.”; and

WHEREAS, Wolfington Body Co., Inc., set forth an exception as follows:

- A. “Supplying Allison 2200 transmission with park pawl”; and

WHEREAS, the Bid Specifications provided no minimum Gross Vehicle Weight but stated a maximum of 29,760 pounds for Gross Vehicle Weight; and

WHEREAS, N.J.S.A. 18A:18A-15(d) provides in relevant part that any specifications for the provision of goods shall be drafted in a manner to encourage free, open and competitive bidding and in particular, no specifications may require, with regard to any contract, the furnishing of any “brand name” but may in all cases require “brand name or equivalent;” and

WHEREAS, Wayne Modzelewski and Ingrid Reitano have confirmed that the Allison Series 2200 P.T.S. Automatic 5 Speed Transmission bid by Wolfington Body Co., Inc., is the functional equivalent of the Allison Series 2500 P.T.S. Automatic 5 Speed Transmission for the vehicles to be furnished by Wolfington.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby awards a Contract to Wolfington Body Co., Inc., in the amount of \$374,500.00 for furnishing Five 54-Passenger Integrated Conventional (Type C) Vehicles, subject to all Bid Specifications and Contract Documents.

#### N. PROFESSIONAL APPOINTMENTS

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

1. It is recommended that members of the Board of Education approve Maryanne Esch to provide speech therapy and evaluations for the 2007-2008 school year beginning with the extended school year program at the hourly supplemental rate.

2. It is recommended that members of the Board of Education approve Harrison-Hammett, P.C. to provide consulting structural engineering services at the following hourly rates:

Principal	\$145.00
Associate	\$115.00
Project Engineer	\$110.00
Design Engineer	\$ 90.00
Drafting	\$ 75.00
Clerical	\$ 40.00

3. It is recommended that members of the Board of Education authorize payment to the law firm of Purcell, Ries, Shannon, Mulcahy & O'Neill in the amount of \$22 as related to Beckman v. King, Conklin and Monroe Township Board of Education.

4. It is recommended that members of the Board of Education hereby enters into a medical services agreement with Dr. Rex Zapanta as School Physician, for a period of one year commencing July 1, 2007 and terminating June 30, 2008 for a retainer payment of \$19,859.84. This amount shall be paid in 12 equal installments.

5. It is recommended that members of the Board of Education approve Dr. Joseph Richardson and other associates affiliated with Whitehall Associates Inc. to prepare a Demographic Study. The estimated fee for the Demographic Study is \$2,000.

#### O. RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONROE, IN THE COUNTY OF MIDDLESEX, NEW JERSEY AMENDING VARIOUS RESOLUTIONS PREVIOUSLY ADOPTED BY THE BOARD OF EDUCATION WHICH AUTHORIZED THE ACQUISITION AND FINANCING OF VARIOUS EQUIPMENT

Adopted July 18, 2007

WHEREAS, the Board of Education (the "Board of Education") of the Township of Monroe, in the County of Middlesex, New Jersey (the "School District") has by three resolutions, each adopted on June 13, 2007 (collectively, the "Resolutions") authorized the

acquisition and financing of (i) real time digital video recorders for the School District's buses, (ii) closed circuit television surveillance systems for the School District's schools, and (iii) lighting for Monroe Township High School athletic fields (collectively, the "Equipment"); and

WHEREAS, Section 2 of each of the Resolutions delegated to the Board Secretary the authority to award a contract for the acquisition of the particular items of Equipment authorized therein prior to the Board meeting of July 18, 2007, and subject to ratification by the Board of Education at such meeting; and

WHEREAS, awards of contracts for the acquisition of the Equipment will not be made by July 18, 2007 and the Board of Education hereby desires to amend the Resolutions in order extend the time during which the Board Secretary shall have authority to make such awards.

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

1. Section 2 of each of the Resolutions is hereby amended to read in its entirety as follows:

"The Board hereby delegates to the Board Secretary the authority to award a contract for the acquisition of the Equipment prior to the Board meeting of August 29, 2007, and subject to ratification by the Board at such meeting. In the event that any such award is not made by August 29, 2007, the delegation authorized by this resolution shall continue in effect to subsequent Board meetings but any such award shall be subject to ratification by the Board."

2. All other provisions of the Resolutions shall remain unchanged and in full force and effect.

3. This resolution shall take effect immediately.

**P. TRANSPORTATION/MAINTENANCE PETTY CASH**

It is recommended that members of the Board of Education authorize a Transportation/Maintenance Petty Cash Fund for fiscal year 2007/08 in the amount of \$500., that the maximum single expenditure shall not exceed \$75., that the designated individuals responsible for the petty cash fund is Ingrid Reitano, Director of Student Transportation and Jerry Tague, Director of Facilities, the minimum time period in which the designated individual shall report to the Board of Education shall be annually, and replenishment of the petty cash fund shall require a detailed and signed affidavit.

**Q. CONTRACT/LICENSE AGREEMENT**

It is recommended that members of the Board of Education authorize Wayne Holliday, Board Secretary/Business Administrator to execute a contract/license agreement between Global Spectrum, L.P. and the Monroe Township Board of Education to utilize Sovereign Bank Arena for the 2008 High School Graduation Ceremony. Please refer to the enclosed contract/license agreement for supplemental information.



## R. AGREEMENT WITH SCHOOLWIRES

It is recommended that members of the Board of Education authorize an agreement between Schoolwires Inc. and the Monroe Township Board of Education for the following:

Software Licensing & Maintenance Fees	\$5,180
Web Hosting, Software Licensing & Maintenance	\$1,295
One-Time Academic Portal Implementation Fee	\$1,200
One-Time Required Academic Portal Online Training Fee	\$ 800

## S. BID AUTHORIZATION

It is recommended that members of the Board of Education authorize Wayne Holliday, Business Administrator/Board Secretary to advertise for and solicit bids for asphalt paving/pothole patching.

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

## MOTION TO ACCEPT THE BUSINESS ADMINISTRATOR'S REPORT.

## 10. STUDENT BOARD MEMBERS' REPORT

### 11. 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

## 12. OTHER BOARD OF EDUCATION BUSINESS

## 13. PUBLIC FORUM \*

## 14. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING, WEDNESDAY, AUGUST 29, 2007 – 7:00 P.M. – HIGH SCHOOL

## 15. 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.