MONROE TOWNSHIP BOARD OF EDUCATION
423 Buckelew Avenue
Monroe Township, New Jersey 08831
Phone (732) 521-1500
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WAYNE HOLLIDAY
Business Administrator/
Board Secretary

AGENDA
ORGANIZATION MEETING
WEDNESDAY, MAY 6, 2009
7:00 P.M. MONROE TOWNSHIP HIGH SCHOOL

(PLEASE TURN OFF ALL CELL PHONES AND PAGERS DURING THE MEETING)

1. Call To Order – Board Secretary

2. Pledge of Allegiance

3. Roll Call:

   Board Members:

   Ms. Amy Antelis
   Mr. Marvin I. Braverman
   Mr. Ken Chiarelli
   Mr. Lew Kaufman
   Mr. Mark Klein
   Ms. Kathy Kolupanowich
   Mr. John Leary
   Ms. Kathy Leonard
   Mr. Ira Tessler

Jamesburg Board Member Representative:
Ms. Patrice Faraone

Student Board Members:
Ms. Nidhi Bhatt
Ms. Melissa Bonamici

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 March 27, 2009:

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. Marvin Braverman
2. Mark Klein
3. John Leary
4. Patrice Faraone

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
TD 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. Nadia Mancuso – New Jersey Agricultural Society's Teacher of the Year

11. "Teachers of the Year"

12. Student's Board Members' Report

13. Defeated 2009/10 School Budget

14. Public Forum *

15. Approval of Minutes

Public Board of Education Meeting, March 16, 2009

Public Board of Education Meeting, April 2, 2009
Closed Session Meeting, April 2, 2009

16. Superintendent's Report/Recommendations

I. Enrollment

	4/30/09	4/30/08	Diff	3/31/09	3/31/08	Diff
Applegarth School	811	765	+46	810	767	+ 43
Barclay Brook School	523	725	-202	521	726	-205
Brookside School	683	972	-289	686	971	-285
Mill Lake School	664	673	- 9	661	673	- 12
Oak Tree	679	0	+679	679	0	+679
Woodland School	506	488	+18	506	489	+ 17
Monroe High School	1544	1529	+15	1554	1526	+ 28
Total Elementary & Secondary	**5410**	**5152**	**+258**	**5417**	**5152**	**+ 265**

I. Enrollment Continue

	Monroe			Jamesburg		
School	***March***	***April***	***Difference***	***March***	***April***	***Difference***
Academy Learning Center	13	13				
Bridge Academy	2	2				
Bright Beginnings	1	1				
Cambridge	1	1				
Center School	2	2				
Childrens Center of Monm.	1	1				
Collier	1	2	Plus 1			
CPC Lower	1	1				
CPC Upper	4	4		2	2	
East Mountain	0	1	Plus 1			
Eden	2	2				
Harbor School	2	2				
KIVA	1	1		1	1	
New Roads Parlin	5	5	Plus 1	1	1	
Kidspeach	1	1				
Mercer Elementary	2	2				
Mercer Cty Jr./Sr.	1	1				
Mercer Cty Reg. Day	3	3				
Midland	4	4		1	1	
Millstone WW/Plainsboro	1	1				
New Brunswick				1	1	
NuView	1	0	Less 1			
Palisades Learnig Center				1	1	
Princeton Child Dev Instit	1	1				
Piscataway Reg. Day	1	1				
Raritan Valley Academy				1	1	
Rugby	1	1				
Schroth School	1	1				
Spotswood High School				1	1	
UMDNJ	1	1		1	1	
Total	54	55		10	10	

II. Home Instruction

Stu. #	Rea.	Gr.	Teachers	Sch.	Start Date	End Date	Hours Per/ wk
1.	Med	11	Drust, Goulding	HS	9-4-08		4
2.	Med	9	Hommer, Butler, Gonzalez, Olszewski	HS	9-9-08		10
3.	CST	12	Valendo, Fletcher	OD	9-9-08		10
4.	504	K	Kravit	ML	9-9-08		5
5.	504	6	Previtera	OT	9-9-08		5
6.	Med	8	Weiner, Firestine, Chang	A	10-6-08		10
7.	Med	11	UMDNJ	OD	10-25-08	3-3-09	10
8.	CST	11	Abruzzee, Riggi, Mackenzie	HS	11-5-08		10
9.	504	11	Drust, Cleary	HS	9-5-08		10
10.	504	11	Donovan, Goldstein	HS	12-2-08		10
11.	CST	12	Friedman, Weiner	OD	11-1-08		10
12.	Med	7	Dansin, Consiglio, Crocket, Viszoki	A	11-18-08		5
13.	CST	12	Valendo	OD	11-11-08		10
14.	Med	11	New Hope Foundation	HS	12-4-08		10
15.	CST	9	Ongaro, Quindes	HS	11-12-08		10
16.	Med	11	Fennessy, Ogin, Abruzzee, Armstrong	HS	1-29-09		10
17.	SUS	10	Roche, Chase, Quest	HS	2-3-09		6
18.	IEP	7	Burd, Rusnak	A	2-6-09		10
19.	Med	K	Robert Wood Hosp	ML	2-4-09		5
20.							
21.	Med	8	Elias, Weiner, Tromba	A	2-18-09		5
22.	CST	10	Lustgarten, Ballard	HS	3-5-09		10
23.	Med	11	Rosenberg, Abruzzee, Roche, Orgin	HS	3-4-09		10
24.	Med	9	Rego	HS	2-16-09		10
25.	CST	9	Fleisig	OD	2-17-09		10
26.	Med	8	Chang	A	3-18-09		5
27.	504	12	Ogin	HS	3-24-09		10
28.	Med	3	Fleming	ML	3-13-09		5
29.	Med	11	Tolboom, Rose	HS	3-18-09		10
30.	504	12	Stapenski, Varacallo, Kelly	HS	3-19-09		10
31.	Med	3	Howroyd	OT	3-17-09		5
32.	Med	11	Education Inc.	OD	2-25-09		10
33.	Med	10	Professional Ed. Svc	OD	3-6-09		10
34.	CST	7	Tromba, Rusnak, Fatovic	A	3-24-09		10
35.	504	11	Riggi, Drust	HS	3-26-09		10
36.	Med	9	Latwis, Gold, Wall	HS	3-6-09		10
37.	504	6	Gorham	WD	4-1-09		5
38.		10	Ballard, Miller, McDonald	HS			10
39.	Med	4	Mills, Huey-Colucci	BS	4-20-09		5

III. Fire Drills

Applegarth School ---------- March 18 and 25, 2009
Barclay Brook School---------- March 13 and 25, 2009
Brookside School ---------- March 23 and 25, 2009
Mill Lake School ---------- March 18 and 30, 2009
Monroe Twp. H.S.----------March 23 and 30, 2009
Oak Tree School ---------- March 27 and 30, 2009
Woodland School ---------- March 17 and 31, 2009

Applegarth School ---------- April 2 and 17, 2009
Barclay Brook School---------- April 16 and 27, 2009
Brookside School ---------- April 17 and 27, 2009
Mill Lake School ---------- April 17 and 27, 2009
Monroe Twp. H.S.----------April 17 and 24, 2009
Oak Tree School ---------- April 17 and 28, 2009
Woodland School ---------- April 23 and 29, 2009

IV. Personnel

The Personnel section of the Superintendent's Report will be distributed as part of the meeting agenda.

V. Board Action

A. It is recommended that the Board of Education approve tuition for students to attend Middlesex County Arts High School and Middlesex County Arts Middle School for the 2009-2010 school year as follows: Grades 9-12, 14 week program $775 per student; Grades 6-8 $750 per student.

B. It is recommended that the Board approve the following students to attend out of district programs:

Student No.	School	Dates of Attendance	Cost
78345	Collier School	04/24/09-	$246.27 per diem
82573	New Roads School	4/27/09	$185.14 per diem
82564	East Mountain School	4/16/09	$282.55 per diem

C. It is recommended that the Board approve the following Policy for a first reading:

Policy 6832 Conditions of Receiving State Aid

D. It is recommended that the Board approve the revision of the following Policies and Regulation:

Policy 6470	Payment of Claims
Policy 6510	Payroll Authorization
Policy 6830	Audit and Comprehensive Annual Financial Report
Policy 9120	Public Relations Program
Regulation 7410.01	Facilities Maintenance, Repair Scheduling and Accounting

E. **FCCLA National Convention**
It is recommended that the Board approve the attendance of four students and one chaperone to attend the FCCLA National Convention in Nashville, Tennessee form July 10, 2009 through July 16, 2009. The students placed first in the State and qualified to compete on the National level. The approximate cost including airfare, hotel and registration fees are: $6,495.00.

F. **2009 Summer School Enrichment Program**
It is recommended that the Board approve the submission of the 2009 Application for Approval to Operate Summer School Enrichment Program to the State Department of Education for grades 5 through 12. The program for grades 5 and 6 will run from July 14, 2009 through August 3, 2009. The program for grades 7 through 12 will run from July 7, 2009 through August 3, 2009.

G. **FBLA National Conference**
It is recommended that the Board approve the attendance of one high school student to attend the FBLA National Conference in Anaheim, California from June 23, 2009 through June 30, 2009. The student placed second in the state in the category of Personal Finance. Total cost of the trip which includes airfare, lodging, transfers and registration are: $1,794.00. There is no cost for a chaperone since he will be accompanied by his parent.

H. It is recommended that the Board approve the contract between the Monroe Township Schools and AVID Center in the amount of $33,880.30. This fee includes staff training for eight Applegarth teachers and eight High School teachers to attend a summer workshop in Georgia from July 20 through July 24, 2009; staff training; programs and materials; support center.

I. **2008-2009 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/08 through 5/4/09: ……$0

Date	School	Incident	Cost to District
3/26/09	MTHS	Suspected Use confirmed	
3/26/09	MTHS	Suspected Use not confirmed	
4/2/09	MTHS	Suspected Use not confirmed	
4/22/09	MTHS	Suspected Use confirmed	
4/24/09	MTHS	fight	

J. It is recommended that the Board approve the attached summer reading list for grades 1 through 12 for the 2009-2010 school year.

K. It is recommended that the Board approve the Professional Services Leadership Development two day workshop retreat and follow up session for all district administrators designed to assist school leaders in their development as high performing leadership team and increase their understanding of the change process and provide strategies for implementing instructional change initiatives. The cost of the two day retreat and follow up session is $10,500.

L. It is recommended that the Board approve the following curriculum for the 2009-2010 school year that was presented and approved by the curriculum committee meeting on April 22, 2009:

Language Arts Literacy Grade K
Language Arts Literacy Grade 3
Language Arts Literacy Grade 5
Language Arts Literacy Grade 6
School Library Media Grades K-2
Science Matrix

M. It is recommended that the Board approve the attached list of requests for Field Trips.

N. It is recommended that the Board approve the attached list of Student Teacher placements.

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

P. Attached is the Report of Pupil Suspensions for the Months of March and April 2009.

Q. **MCESC Representative Term**
Attached is the annual resolution from the Middlesex Regional Educational Services Commission regarding the selection of Monroe Township School District's representative to the Commission for the 2009-2010 school year. The Board may select someone from the Board of Education as the district's representative.

17. Business Administrator's Report/Recommendations

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling $9,131,647.31 for March 2009 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 $5,198,668.34 for March 2009 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 $10,500.00 for March 2009 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 $1,301,896.02 for March 2009 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 March 2009, 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 March 2009 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. TRANSFER #8

It is recommended that members of the Monroe Township Board of Education approve Transfer #8 as presented for fiscal year 2008/09. A copy is attached hereto.

G. 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 2009/10 budget.

H. INSURANCE BROKER OF RECORD

It is recommended that members of the Board of Education appoint G. R. Murray Insurance Company as the Board's insurance broker of record for fiscal year 2009/10. The firm of G. R. Murray is not paid a commission or a fee by the Board of Education.

I. BID AWARD - PARTIAL ROOF REPLACEMENT FOR MONROE TOWNSHIP HIGH SCHOOL

It is recommended that members of the Board of Education approve the following resolution regarding the Partial Roof Replacement of Monroe Township High School:

WHEREAS, the Monroe Township Board of Education advertised for the submission of bids for the partial roof replacement for Monroe Township High School, 1629 Perrineville Road, Monroe Township, New Jersey 08831, and 15 bids were received; and

WHEREAS, the Administration recommends the utilization of Alternate No. 1 and Alternate No. 2, and the lowest responsible bidder appears to be Integrity Roofing, Inc., with a base bid of $393,340.00, no credit or extra to the base bid for the exclusive use of the Siplast Modified Bitumen Roofing System (Alternate No. 1) and a $2,000.00 extra to the base bid for removal and disposal of two abandoned roof top units, for a total bid of $395,340.00; and

WHEREAS, the Monroe Township Board of Education reserved the right to waive any informality or minor irregularity and Integrity Roofing, Inc., submitted a statement of Total Amount of Uncompleted Contracts inadvertently notarized as of April 21, 2010, instead of 2009, and the Monroe Township Board of Education hereby waives that minor error and funds are available; and

WHEREAS, the District's Long Range Facilities Plan has been approved and the District may withdraw funds from the "Capital Reserve Account" at any time by Board resolution to fund the local needs of an approved school facilities project and by Board resolution to fund the total costs of an "Other Capital Project" which would otherwise be eligible for state support; and

WHEREAS, members of the Board of Education hereby authorize a withdrawal from the "Capital Reserve Account" in the amount of $395,340. to "Fund 12 Construction Services", account #12-000-400-450, for the "Partial Roof Replacement for Monroe Township High School"; and

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby awards a Contract for partial roof replacement at the Monroe Township High School to Integrity Roofing, Inc., subject to all Bid Specifications and Contract Documents. Please refer to attached bid analysis for supplemental information.

J. RESOLUTION AWARDING CONTRACT FOR EXTRAORDINARY UNSPECIFIABLE SERVICES FOR A FIXED ASSETS INVENTORY

WHEREAS, N.J.S.A. 18A:18A-5(a) (2) provides that a board of education may award a contract for unspecifiable services without competitive bidding, provided that the board shall in each instance state supporting reasons for its action in the resolution awarding the contract; and

WHEREAS, Monroe Township Board of Education requires the services of an appraisal firm to perform and update a fixed assets inventory; and

WHEREAS, the need for expertise, extensive training and proven reputation is essential and the performance of the services could not be reasonably described by written specifications; and

WHEREAS, American Appraisal Associates agreed to work with staff to provide the development of detailed property records to support the capital asset reporting requirements of the Governmental Accounting Standards Board (GASB) Statement No. 34 (GASB 34); and

WHEREAS, American Appraisal Associates will provide an updated capital assets record to assist in regard to (a.) achieving property accountability and stewardship of assets, and (b.) to obtain a valuation of assets in compliance with the requirements of GAAP, GASB 34, and GAAFR; and

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby awards a contract in the amount of $11,300 to American Appraisal Associates in accordance with its written proposal, a copy of which is annexed hereto and incorporated herein.

K. IDEA PART B PRESCHOOL BUDGET

It is recommended that members of the Board of Education approve the enclosed revised 08/09 IDEA Part B Pre-School budget and staff.

L. IDEA PART B BASIC

It is recommended that members of the Board of Education approve the enclosed revised 08/09 IDEA Part B Basic budget and staff.

M. TITLE I, PART A: IMPROVING BASIC PROGRAMS OPERATED BY LOCAL EDUCATION AGENCIES

It is recommended that members of the Board of Education approve the enclosed revised 08/09 Title I, Part A: Improving Basic Programs Operated by Local Education Agencies budget and staff.

N. TITLE I, PART A: SCHOOL IMPROVEMENT

It is recommended that members of the Board of Education approve the enclosed revised 08/09 Title I, Part A: School Improvement budget.

O. TITLE II, PART A: TEACHER AND PRINCIPAL TRAINING AND RECRUITING FUND

It is recommended that members of the Board of Education approve the enclosed revised 08/09 Title II, Part A: Teacher and Principal Training and Recruiting Fund budget and staff.

P. TITLE II, PART D: ENHANCING EDUCATION THROUGH TECHNOLOGY

It is recommended that members of the Board of Education approve the enclosed revised 08/09 Title II, Part D: Enhancing Education through Technology budget.

Q. TITLE IV: SAFE AND DRUG-FREE SCHOOLS AND COMMUNITIES ACT

It is recommended that members of the Board of Education approve the enclosed revised 08/09 Title IV: Safe and Drug-Free Schools and Communities Act budget.

R. BID AUTHORIZATION – PAPER

It is recommended that members of the Board of Education authorize Wayne Holliday, Board Secretary/Business Administrator to advertise for and solicit bids for paper. This bid when awarded by members of the Board of Education will be encumbered against the 2009/10 budget.

S. TRANSPORTATION JOINTURE

It is recommended that members of the Board of Education approve a revised jointure between Monroe Township Board of Education and Host District Old Bridge Board of Education for student transportation. Please refer to the attached analysis for supplemental information.

T. SHARED SERVICES AGREEMENT – FOOD SERVICE DIRECTOR

It is recommended that members of the Board of Education approve the enclosed Shared Services Agreement for a Food Services Director between the Monroe Township Board of Education and the Jamesburg Board of Education.

U. TRAVEL AND REIMBURSEMENT

In accordance with the resolution adopted by members of the Board of Education on March 26, 2008, entitled: "ADOPTION OF THE 2008/09 ANNUAL SCHOOL BUDGET", members of the Board of Education established the school district travel maximum for the 2008/09 school year at the sum of $163,800. Therefore, it is recommended that Members of the Board of Education acknowledge that as of April 30, 2009, $133,088. has been spent.

V. BID AUTHORIZATION – TEMPORARY CLASSROOM UNITS (TCU's)

It is recommended that members of the Board of Education authorize Wayne Holliday, Board Secretary/Business Administrator to advertise for and solicit bids for the procurement of temporary classroom units as referenced in the "Project Application for temporary facilities for Applegarth Middle School State Project #3290-020-09-1000". This bid when awarded by members of the Board of Education will be encumbered against the 2009/10 budget.

W. CODE OF ETHICS

It is recommended that members of the Monroe Township Board of Education acknowledge receipt of and acceptance of the New Jersey School Boards Association Code of Ethics.

X. ENGAGEMENT AGREEMENT

It is recommended that members of the Monroe Township Board of Education approve the Engagement Agreement between Kevin O'Keefe, d/b/a Circus Minimus and the Monroe Township Board of Education. Please refer to the attached Engagement Agreement for supplemental information.

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

WAYNE HOLLIDAY — Prepared by

May 6, 2009 — Meeting Date

18. Board President's Report

19. Committee Reports

20. Other Board of Education Business

21. 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:

Employee Matter – Level III Monroe Township Education Association Grievance
Personnel Issue – Employee No. 000173
Non-renewals – Employee Nos. 002219 and 002317

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

22. Public Forum *

23. Next Scheduled Public Board of Education Meeting (To be determined after the adoption of the 2009/2010 Public Meeting Schedule.)

24. 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.