

MONROE TOWNSHIP BOARD OF EDUCATION
423 Buckelew Avenue
Monroe Township, New Jersey 08831
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WAYNE HOLLIDAY

Business Administrator/
Board Secretary

AGENDA
PUBLIC MEETING
WEDNESDAY, FEBRUARY 25, 2009
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. Amy Antelis, Board President
Mr. Lew Kaufman, Board Vice President
Mr. Marvin I. Braverman
Mr. Ken Chiarella
Ms. Kathy Kolupanowich
Mr. John Leary
Ms. Kathy Leonard
Ms. Rita Ostrager
Mr. Ira Tessler

JAMESBURG BOARD MEMBER REPRESENTATIVE

Ms. Patrice Faraone

STUDENT BOARD MEMBERS

Ms. Nidhi Bhatt

Ms. Melissa Bonamici

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 February 20, 2009:

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):

Employee Matter: - Employee no. 002528

Attorney Advice: - Sick Leave Bank

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, January 21, 2009

Closed Session Meeting, January 21, 2009

8. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

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

V. Board Action

- A. Attached is the Report of Pupil Suspensions for the Month of January 2009.
- B. It is recommended that the Board approve the attached list of requests for Field Trips.
- C. It is recommended that the Board approve the attached list of Student Teacher placements.
- 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 submission of the Studs Terkel Reading American History Fellowship, Teacher American History Grant in the amount of \$1,652,500.00. This grant is part of a consortium with the following schools: South Brunswick, New Brunswick, Freehold Borough, Jamesburg, and Sayreville and affects 25,880 students.
- F. It is recommended that the Board acknowledge the DECA trip to Cherry Hill retroactive (with County approval) to February 22, 2009 through February 24, 2009. The attendance of the chaperones were previously Board approved on the December 17, 2009 Professional Development Report.
- G. It is recommended that the Board approve the following Policy and Regulation for a first reading:

Policy

2428.1 Standards-Based Instructional Priorities

Regulation

8420.7 Lockdown Procedures

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

Policy

5320	Immunization
5331	Management of Life-Threatening Allergies in Schools
5512.01	Harassment, Intimidation, and Bullying

Regulation

5320	Immunization
5331	Management of Life-Threatening Allergies in Schools
5512	Reporting Procedure – Hazing and/or Harassment, Intimidation, Or Bullying

- I. **2008-2009 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/08 through 2/28/09:\$0

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
1/16/09	Brookside	aggravated assault	n/a
2/2/09	MTHS	simple assault	n/a

9. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

I. BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$7,854,987.60 for December 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 \$2,757,792.50 for December 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 \$240,921.34 for December 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. BILL LIST – NEW HIGH SCHOOL (BOND SERIES 2008)

It is recommended that the bills totaling \$1,484,815.34 for December 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.

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 December 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 December 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).

F. BI-ANNUAL REPORTS

In accordance with N.J.A.C. 6A:23-2.11(c)4, it is recommended that members of the Board of Education approve the Board Secretary's and Treasurer's Summary Reports for the six months ending December 31, 2008.

G. TRANSFER #6

It is recommended that members of the Board of Education approve Transfer #6 as presented for Fiscal Year 2008/09. A copy is attached hereto.

H. 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 New Hope Foundation to provide home instruction for a student in a residential treatment center at the rate of \$280.00 per week for the 2008-2009 fiscal year.
2. It is recommended that members of the Board of Education approve Looking Upward Pediatric Therapy Group, PC to provide physical therapy to a student who attends Eden Institute at the rate of \$65.00 per thirty minutes for the 2008-2009 fiscal year.
3. It is recommended that members of the Board of Education approve the Embrace Kids Learning Center located at Robert Wood Johnson University Hospital to provide home instruction for a student at a rate of \$39.00 per hour for the 2008-2009 fiscal year.
4. It is recommended that members of the Board of Education approve the University of Medicine & Dentistry of New Jersey to provide home instruction for a hospitalized student at the rate of \$55.00 per hour for the 2008-2009 fiscal year.
5. It is recommended that members of the Board of Education approve Dr. Lorraine Licata to complete Psychological Evaluations at a fee of \$365.00 per evaluation for the 2008-2009 fiscal year.

I. HIGH SCHOOL TUITION RATE

It is recommended that the following estimated annual tuition rate be approved for 2009 – 2010:

2009 – 2010

High School Grades 9 – 12	\$14,126
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J. 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, 2009 and June 30, 2010.

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.

K. JERSEY CENTRAL POWER & LIGHT GRANT OF RIGHT OF WAY EASEMENT AGREEMENT – NEW MONROE TOWNSHIP HIGH SCHOOL

It is recommended that members of the Board of Education authorize the execution of the enclosed “Grant of Easement” between the Monroe Township Board of Education (the “Grantor”) and Jersey Central Power & Light, a corporation of the State of New Jersey (the “Grantee”), to install an anchor guy on utility pole 206351a54385 for the NEW MONROE TOWNSHIP HIGH SCHOOL. Please refer to the attached documents for supplemental information.

L. BID AUTHORIZATION

It is recommended that members of the Board of Education authorize Wayne Holliday, Business Administrator/Board Secretary and Board appointed Qualified Purchasing Agent to procure goods and services from Leisure Sporting Goods under State Contract #A89613.

M. TRANSACTIONS

It is recommended that members of the Board of Education authorize Wayne Holliday, School Business Administrator/Board Secretary and Michael C. Gorski, Assistant Business Administrator to administer all cash and investment accounts specifically including the authorization to initiate inter and intra account transfers subject to the approval by the other administrator. It is further recommended that members of the Monroe Township Board of Education authorize Joseph Muszel, Bookkeeper; Linda Boone, Payroll Coordinator; and Matthew Boone, Assistant Payroll Coordinator to initiate inter account transfers and intra account transfers subject to approval by Wayne Holliday or Michael Gorski.

N. ACKNOWLEDGEMENT AND ACCEPTANCE OF CHECK

It is recommended that members of the Board of Education acknowledge receipt of and accept a check in the amount of \$100.00 from the New Jersey Association of Election Officials as a contribution to the music program of the Monroe Township Board of Education. Please refer to the attached documents for supplemental information.

O. CHANGE ORDER No. 2 - OAK TREE ELEMENTARY SCHOOL

It is recommended that members of the Board of Education approve Change Order No. 2 to the contract between the Monroe Township Board of Education and Seacoast Builders Corporation in the amount of \$55,618.00 due to changes to the county road design and re-routing of a sanitary easement thru adjacent property.

P. AMENDED AGREEMENT

It is recommended that members of the Board of Education approve the Amendment to the Agreement between the Monroe Township Board of Education and the parents of student #81606 on his behalf. Please refer to the attached document for supplemental information.

Q. ATTACHED RESOLUTION

It is recommended that members of the Board of Education approve the attached resolution entitled: "Resolution to Join the Educational Risk Insurance Consortium-North (A Fund within the New Jersey School Boards Association Insurance Group)".

R. RESOLUTION – ELECTION AND BUDGET CALENDAR

Whereas, pursuant to N.J.S.A. 18A:7F-5C, which authorizes the Commissioner of Education to make any adjustments to the school budget calendar that may be necessary to conform with the state aid notification date that follows the Governor's State Budget Message; and

Whereas, the following dates reflect the proposed March 10, 2009 budget message by Governor Corzine, which requires legislative action, and therefore subject to adjustment if necessary; and

Whereas, the 2009 Election/Budget Calendar reflects the proposed March 10, 2009 budget message by Governor Corzine; and

Whereas, based upon a March 10, 2009 message, state aid will be released by March 12, 2009 and a tentative budget will be due to the county office no later than March 18, 2009; and

Whereas, the Monroe Township Board of Education is scheduled to convene a meeting on March 11, 2009; and

Whereas, as a result of the above dates, it is recommended that the March 11, 2009 Public Board of Education meeting be cancelled and rescheduled for Monday, March 16, 2009, 7:00 p.m. at Monroe Township High School; and

Whereas, as a result of the above dates, it is further recommended that the Public Hearing on the Budget scheduled for March 25, 2009 be cancelled and rescheduled for Thursday, April 2, 2009, 7:00 p.m. at Monroe Township High School in accordance with 18A:22-10; and

Now, therefore, be it resolved that members of the Monroe Township Board of Education adopt the rescheduled meeting dates and the attached 2009 Election/Budget Calendar.

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

WAYNE HOLLIDAY
Prepared by

February 25, 2009
Date

10. STUDENT BOARD MEMBERS' REPORT

11. BOARD PRESIDENT'S REPORT

12. COMMITTEE REPORTS

13. OTHER BOARD OF EDUCATION BUSINESS

14. CLOSED SESSION – RESOLUTION

At the discretion of the Board and the Superintendent.

15. PUBLIC FORUM *

16. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING
WEDNESDAY, MARCH 11, 2009 – 7:00 PM - 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.

