

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, SEPTEMBER 24, 2008
4:30 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. Melissa Bonamici

Ms. Nidhi Bhatt

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 19, 2008:

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: Consider applicants for the position of Superintendent of Schools
- b. Legal Advice: Agreement between the Monroe Township Board of Education and the Monroe Township School Administrator's Association
- c. Negotiations: Proposed Side Bar Agreement between the Monroe Township Board of Education and the Monroe Township Education Association as related to Middle School Summer Team Workshop.

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 Meeting August 20, 2008

Closed Session August 20, 2008

8. INTERIM SUPERINTENDENT'S RECOMMENDATIONS/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 a workshop facilitated by Connie Green on Anger Management and Conflict Resolution at the November 4, 2008 staff in-service. The cost of the workshop is \$1200.
- B. As a result of a review by members of the Finance/Buildings/Grounds committee, it is recommended that the Board approve the Booster Club's preliminary concept of the creation of a patio with donation of engraved blocks as a fundraising project. Please refer to the attached supplemental plans.
- C. It is recommended that the Board approve student No. 50013 to participate as an independent in the 2008 gymnastics season with practices at Bishop Ahr High School.
- D. It is recommended that the Board approve the attached English Language Services Three Year Plan and the Bilingual for the 2008-2011 school years.
- E. It is recommended that the Board approve the attached ESL Three Year Program Plan for 2008-2011 school years.
- F. It is recommended that the Board approve the contract of **Mr. Jeff Gorman**, the Assistant Superintendent of Curriculum and Instruction. Mr. Gorman's contract has been approved by Dr. Patrick Piegari, County Superintendent of Schools.
- G. It is recommended that the Board approve the attached Side Bar Agreement between the Monroe Township Board of Education and the Monroe Township Education Association – Co-curricular clubs and stipends.
- H. It is recommended that the Board approve the attached list of requests for Staff Professional Development.
- I. It is recommended that the Board approve the attached list of requests for Field Trips.

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

Policy 9541 Student Teachers/Interns

- K. It is recommended that the Board approve the following revised Policies and Regulation:

Policy

6320 Purchases Subject to Bid
 6360 Political Contributions
 6470 Payment of Claims
 6510 Payroll Authorization
 7410 Maintenance and Repair
 5512.01 Harassment, Intimidation and Bullying

Regulations

6470 Payment of Claims
 7410.01 Facilities Maintenance, Repair Scheduling and Accounting

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

Bylaw

142.1 Nepotism
 174 Legal Services
 177 Professional Services

Policy

1570 Internal Controls
 1620 Administrative Employment Contracts
 6111 Special Education Medicaid Initiative (SEMI) Program
 6362 Contributions to Board Members and Contract Awards
 6423 Expenditures for Non-Employee Activities, Meals and Refreshments
 6831 Withholding or Recovering State Aid
 7650 School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting
 9120 Public Relations Program

Regulations

1570 Internal Controls
 6111 Special Education Medicaid Initiative (SEMI) Program
 7650 School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting

- M. **2008-2009 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/07 through 4/31/08\$0

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
9/17/08	MTHS	fight	

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

Student No.	School	Dates of Attendance	Cost
83438	Middlesex County Academy	9-3-08	\$151 per diem
84316	KIVA	9-8-08	\$91.11 per diem
84324	Bright Beginnings	9-29-08	\$230.00 per diem

9. BUSINESS ADMINISTRATOR'S RECOMMENDATIONS/REPORT

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$6,817,213.03 for August 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 \$216,518.78 for August 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 \$1,053,582.30 for August 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 \$2,233,088.49 for August 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 August 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 N.J.A.C.6A:2.11(c) 3, Be It Further Resolved that the Board Secretary certifies that the August 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. PROFESSIONAL SERVICE

EXEMPT SERVICE – 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 David B. Rubin, P.C., Attorney at Law to provide legal services for a fee of \$150.00 per hour for fiscal year 2008-2009.

G. 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 Boards 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 board's professional development; 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 of \$.31 is the allowable 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 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 Middlesex County School Boards Association training programs and informational events:

**MIDDLESEX COUNTY SCHOOL BOARDS ASSOCIATION
TRAINING PROGRAMS AND INFORMATIONAL EVENTS:**

Board Member	Date	Program Name	Cost
John Leary	10/6/2008	"Living QSAC"	\$12.00
Amy Antelis	10/6/2008	"Living QSAC"	\$12.00
John Leary	12/3/2008	Understanding the New Regulations & Superintendent Contract Negotiations	\$15.00
John Leary	2/4/2009	Mandated Training: Governance 2 – Finance	\$37.00
John Leary	3/4/2009	Student Recognition Program	\$0.00
John Leary	6/1/2009	Annual Spring Meeting	\$10.00

H. 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 Boards 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 board's professional development; 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 of \$.31 is the allowable 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 listed number of school board members at the listed NJSBA 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 NJSBA training programs and informational events:

**NEW JERSEY SCHOOL BOARDS 2008 WORKSHOP & EXHIBITION:
OCTOBER 28 – 30, 2008 ATLANTIC CITY, NEW JERSEY**

Board Member	Date(s) of Travel	Lodging Nights	(a) Lodging Costs	Meals and Incidental Expenses	Workshop Fee
Kathy Kolupanowich	10/28, 10/30	2	\$228.00	\$162.00	(b)
Rita Ostrager	10/28, 10/29, 10/30 (c)	0	\$0.00	\$54.00	(b)
Kathy Leonard	10/28, 10/29, 10/30 (c)	0	\$0.00	\$54.00	(b)

(a) \$106 contract rate + \$5 Tourism fee & \$3 Assessment fee

(b) Group Registration Fee: Total \$1,100 for all ten attendees
(others previously approved)

(c) Only one day of travel; either 10/28, 10/29 or 10/30

I. TRANSPORTATION JOINTURE

It is recommended that Members of the Board of Education approve a 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.

J. TRANSPORTATION JOINTURES

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

K. TEACHERS' GRANTS

It is recommended that Members of the Board of Education acknowledge receipt of and accept a check in the amount of \$19,892.55 from the Monroe Township Education Foundation for 2008-2009 teachers' grants.

L. DESIGNATION OF BANK OR DEPOSITORY

It is recommended that members of the Board of Education approve Wachovia as the financial institution to be the official depository for the Applegarth Middle School Student Activity Fund. It is further recommended that Principal Jeff Gorman and Assistant Principal Chari Chanley be the authorized account signers.

M. DESIGNATION OF BANK OR DEPOSITORY

It is recommended that members of the Board of Education approve Wachovia as the financial institution to be the official depository for the Oak Tree Elementary School Student Activity Fund. It is further recommended that Principal Dennis Ventrello and Assistant Principal Adam Layman be the authorized account signers.

N. HIGH SCHOOL ROOFING PROJECT

It is recommended that members of the Board of Education authorize the submission of the High School roofing project to the State of New Jersey, Department of Education, Office of School Facilities for review as an "Other Capital Project" and that the Board of Education is not seeking state funding. Furthermore, the Long Range Facilities Plan does not require amending as related to this project.

O. COMMODITY CONTRACT

It is recommended that members of the Board of Education acknowledge the enclosed Commodity Contract between the Monroe Township Board of Education and the New Jersey Department of Agriculture, Division of Food & Nutrition for fiscal year 2008-2009.

P. REVISION TO FOOD SERVICE AGREEMENT

It is recommended that members of the Board of Education acknowledge and approve a revision, as requested by Ms. Jill Niglio, New Jersey Department of Agriculture, Bureau of Child Nutrition, as related to the Food Service Agreement between the Monroe Township Board of Education and Pomptonian Food Services. Please refer to Page 6 of the enclosed agreement where initialed.

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

WAYNE HOLLIDAY
Prepared by

SEPTEMBER 24, 2008
Meeting Date

10. STUDENT BOARD MEMBERS' REPORT11. BOARD PRESIDENT'S REPORT12. COMMITTEE REPORTS13. OTHER BOARD OF EDUCATION BUSINESS

14. PUBLIC FORUM *

15. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING -
WEDNESDAY, OCTOBER 15, 2008 – 7:00 P.M. – HIGH SCHOOL

16. 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.