

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

AGENDA  
PUBLIC MEETING  
WEDNESDAY, SEPTEMBER 23, 2009  
7:00 P.M.  
HIGH SCHOOL

**(PLEASE TURN OFF ALL CELL PHONES AND PAGERS DURING THE MEETING)**  
**(RECORDING BOARD MEETINGS)\*\***

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

BOARD MEMBERS

Ms. Amy Antelis, Board President  
Ms. Kathy Kolupanowich, Board Vice President  
Mr. Marvin I. Braverman  
Mr. Ken Chiarella  
Mr. Lew Kaufman  
Mr. Mark Klein  
Mr. John Leary  
Ms. Kathy Leonard  
Mr. Ira Tessler

JAMESBURG BOARD MEMBER REPRESENTATIVE

Ms. Patrice Faraone

STUDENT BOARD MEMBERS

Ms. Nidhi Bhatt  
Ms. Reena Dholakia

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 18, 2009:

1. At all Schools,
  2. Home News Tribune,
  3. Cranbury Press, and
  4. Filed with the Clerk of the Municipality.
5. PRESENTATION OF PLAQUE TO FORMER BOARD MEMBER – JOSEPH HOMOKI
6. STUDENT BOARD MEMBERS' REPORT
7. PRESENTATION: ANNUAL YEARLY PROGRESS
8. PUBLIC FORUM \*
9. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

I. **Enrollment**

	<u>9/8/09</u>	<u>6/30/09</u>	<u>Increase/ Difference</u>
Applegarth School	801	812	-11
Barclay Brook School	537	524	+13
Brookside School	672	686	- 14
Mill Lake School	678	664	+14
Oak Tree	753	685	+68
Woodland School	514	506	+08
Monroe High School	<u>1619</u>	<u>1544</u>	<u>+75</u>
<b>Total Elementary &amp; Secondary</b>	<b>5574</b>	<b>5421</b>	<b>+153</b>

## **II. Personnel**

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

## **III. Board Action**

### **A. Residency Contract**

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

### **B. It is recommended that the Board approve the following District Goals:**

1. Raise achievement for all students paying particular attention to disparities between subgroups.
2. Systematically collect, analyze, and evaluate available data to inform all decisions.
3. Improve business efficiencies where possible to reduce overall operating costs.
4. Provide support programs for students across the continuum of academic achievement with an emphasis on those who are in the middle.
5. Provide early interventions for all students who are at risk of not reaching their full potential.

### **C. It is recommended that the Board approve the following District Vision Statement:**

“The Monroe Township Board of Education commits itself to all children by preparing them to reach their full potential and to function in a global society through a preeminent education.”

### **D. It is recommended that the Board approve the following District Mission Statement:**

“The Monroe Public Schools, in collaboration with the members of the community, shall ensure that all children receive an exemplary education by well trained, committed staff in a safe and orderly environment.”

### **E. It is recommended that the Board approve the creation of the position of Administrative Assistant to the Superintendent.**

### **F. It is recommended that the Board approve the job description for the Administrative Assistant to the Superintendent.**

G. It is recommended that the Board approve the attached District Organization Chart.

H. It is recommended that the Board approve the establishment of AVID tutors to work with students in our district at a rate of \$11.50 an hour.

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

Policy 1220	Employment of Chief School Administrator
Policy 5460	High School Graduation
Policy 5465	Early Graduation
Regulation 2230	Course Guides
Policy 2260	Affirmative Action Program for School and Classroom Practices

J. It is recommended that the Board approve the re-adoption of the following Policies and Regulations:

Policy 2200	Curriculum Content
Regulation 2200	Curriculum Content
Policy 2210	Curriculum Development
Policy 2220	Adoption of Courses
Policy 2230	Course Guides

K. It is recommended that the Board approve the abolishment of the following policy:

Policy 9110	Quality Assurance Annual Report
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L. It is recommended that the Board approve the attached list of Student Teacher placements.

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

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

O. **2008-2009 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/09 through 9/17/09: .....\$0

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
9/16/09	MTHS	fight	n/a

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

Student No.	School	Dates of Attendance	Cost
80856	Lambert Mill Academy	9/10/09	\$247.22 per diem
70355	Rugby School	9/3/09	\$297.96 per diem
40404	Center School	9/8/09	\$250.38 per diem

Q. It is recommended that the Board approve the following Curriculum and Textbooks for the 2009-2010.

**Curriculum Documents:**

Accounting I  
 Accounting II  
 American Studies II  
 AP Statistics  
 Ceramics I  
 Ceramics II  
 Comprehensive Guidance Program K-12  
 Entrepreneurship  
 Honors French III  
 Honors Language Arts I  
 Honors Language Arts II  
 Honors Language Arts III  
 Honors US History II  
 Language Arts III  
 Language Arts Talented & Gifted Grade 2  
 Language Arts Talented & Gifted Grade 4  
 Language Arts Talented & Gifted Grade 5  
 Language Arts Talented & Gifted Grade 6  
 Language Arts Talented & Gifted Grade 8  
 Latin IV  
 Music Grade 7  
 Music Grade 8  
 Percussion Ensemble  
 Personal Finance  
 Related Arts Cycle – Visual Arts Grade 7  
 Related Arts Cycle – Visual Arts Grade 8  
 Science Grade 1  
 Science Grade 2  
 Science Grade 4  
 Science Grade 6  
 Science Talented & Gifted Grade 5  
 Science Talented & Gifted Grade 6  
 Science Talented & Gifted Grade 7  
 Science Talented & Gifted Grade 8

Street Law  
Visual Arts Grades 1-2  
Visual Arts Grades 3-4  
Visual Arts Grades 5-6  
World Studies Grade 9  
Writing for Television & Radio

**Textbook Adoption**

*“Spotlight on Music”*

10. BUSINESS ADMINISTRATOR’S REPORT/RECOMMENDATIONS

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$4,856,914.67 for August 2009 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

B. BILL LIST – NEW HIGH SCHOOL (BOND SERIES 2004)

It is recommended that the bills totaling \$4,321,941.15 for August 2009 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

C. BILL LIST – NEW ELEMENTARY SCHOOL(BOND SERIES 2006)

It is recommended that the bills totaling \$3,027.00 for August 2009 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

D. BILL LIST – NEW HIGH SCHOOL(BOND SERIES 2008)

It is recommended that the bills totaling \$1,463,223.69 for August 2009 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance 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 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 N.J.A.C. 6A:23-2.11(c)3, Be It Further Resolved that the Board Secretary certifies that the August 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. 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 Chari Chanley and Assistant Principal James Higgins be the authorized account signers.

G. TRANSFER #13

It is recommended that members of the Board of Education approve Transfer #13 as presented for fiscal year 2008/09. A copy is attached hereto.

H. SCHOOL FOOD DISTRIBUTION AGREEMENT

It is recommended that members of the Board of Education acknowledge the approval of the Fiscal 2010 School Food Distribution Agreement between the Monroe Township Board of Education and the New Jersey Department of Agriculture, Division of Food & Nutrition for fiscal year 2009-2010. Please refer to attachment.

I. 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. Please refer to attachment for supplemental information.

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 New Jersey School Boards Association (NJSBA) and set forth below are directly related to and within the scope of board members' and employees 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 job title's current responsibilities and the board's professional development plan; 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 equal to that of the State of New Jersey mileage reimbursement rate is a reasonable 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 and district employees 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:



1. Amy Antelis to attend the 39<sup>th</sup> Annual School Law Forum on Thursday, October 29, 2009 at the Sheraton Atlantic City Convention Center Hotel at a cost of \$75, and
2. Ira Tessler to attend Governance II: Finance on Saturday, November 21, 2009 at the Wyndham Princeton Forrestal Hotel & Conference Center.

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

WAYNE HOLLIDAY  
Prepared by

SEPTEMBER 23, 2009  
Meeting Date

11. BOARD PRESIDENT’S REPORT

12. COMMITTEE REPORTS

13. OTHER BOARD OF EDUCATION BUSINESS

14. 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:

No subjects at the time of the printing of this resolution

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

15. PUBLIC FORUM \*

16. NEXT PUBLIC BOARD OF EDUCATION MEETING – OCTOBER 14, 2009, 7:00 P.M.

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.

\*\* Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, or distract Board members or other observers present at the meeting.

The Board will permit the use of tape recorder(s), still or movie camera(s), or videotape camera(s) only when notice of such intended use has been given to the Board Secretary one day in advance of the meeting. No more than three camera(s) may be in use at any time, and any camera must be operated in an inconspicuous location in the meeting room.

The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed.