

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 JULY 15, 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 July 10, 2009:

1. At all Schools,
2. Home News Tribune,
3. Cranbury Press, and
4. Filed with the Clerk of the Municipality.

5. STUDENT BOARD MEMBERS' REPORT

6. PUBLIC FORUM \*

7. APPROVAL OF MINUTES

Public Meeting Minutes June 10, 2009  
Closed Session Minutes June 10, 2009  
Public Meeting Minutes June 22, 2009  
Closed Session Minutes June 22, 2009

8. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

**I. Personnel**

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

**I. Board Action**

- A.** It is recommended that the Board approve the attached list of Student Teacher placements.
- B.** It is recommended that the Board approve the attached list of requests for Staff Professional Development.
- C.** It is recommended that the Board approve the additional Report of Pupil Suspensions for the month of June 2009 at Monroe Township High School.

**D.** It is recommended that the Board approve a Trained Writer’s Workshop presented by Sami Pass, of Columbia University on August 19 and 20, 2009 at a fee of \$2,200.00.

**E.** It is recommended that the Board approve the revision of the following Policies:

- Policy 155 Board Committees
- Policy 164 Conduct of Board Meeting

**F.** It is recommended that the Board approve the re-adoption of the following Policies:

- Policy 163 Quorum
- Policy 165 Voting
- Policy 168 Recording Board Meetings

**G. 2008-2009 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 7/1/08 through 6/30/09: .....\$2300.00

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
6-8-09	MTHS	suspected use confirmed	

**H.** It is recommended the Board approve the payment of 50% of the \$2,500 (or \$1250) residency fee associated with the requirements for certification for Assistant Superintendent Jeff Gorman.

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

Student No.	School	Dates of Attendance	Cost
81553	Morris Union Jointure Commission	7/1/09-	\$416.40 per diem extended school year \$423.44 per diem regular school year
82658	Academy Learning Center	7/1/09-	\$140 per diem extended school year \$240 per diem regular school year
85045	CPC High Point Adolescent School	9/9/09-	\$334.50 per diem

9. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

BOARD ACTION

A. CHART OF ACCOUNTS

It is recommended that the Board of Education approve the Chart of Accounts for 2009/10.

B. TRANSFER # 11

It is recommended that members of the Board of Education approve Transfer #11 as presented for fiscal year 2008/09 A copy is attached hereto.

C. CHANGE FUNDS

It is recommended that members of the Board of Education formally establish for fiscal year 2009/10 the following:

Athletics Change Fund in the amount of \$300.00  
and  
Cafeteria Change Fund in the amount of \$963.00.

D. 2009/2010 PUPIL TRANSPORTATION CONTRACT RENEWALS

It is recommended that members of the Board of Education approve transportation contract renewals for the 2009/2010 school year as listed on the attached analysis.

E. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve Edwards Engineering Group, Inc. to provide professional engineering services for the 2009-2010 fiscal year. Please refer to the attached fee schedule.

2. It is recommended that members of the Board of Education approve Barnickel Engineering Corporation to provide professional engineering services for the 2009-2010 fiscal year. Please refer to the attached fee schedule.

3. It is recommended that members of the Board of Education approve Harrison-Hamnett, P.C. to provide professional engineering services for the 2009-2010 fiscal year. Please refer to the attached fee schedule.

#### F. STATE CONTRACT PURCHASES

It is recommended that members of the Monroe Township Board of Education authorize Wayne Holliday, Business Administrator/Board Secretary and Qualified Purchasing Agent to purchase school furniture from Garden State School Furniture Company under NJ State Contract #s A67806, A67811, A67818, A62171, A67830, and A69980.

#### G. TRANSPORTATION/MAINTENANCE PETTY CASH

It is recommended that members of the Board of Education authorize a Transportation/Maintenance Petty Cash Fund for fiscal year 2009/10 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.

#### H. 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 2010 High School Graduation Ceremony.

#### I. AUTHORIZATION TO PURCHASE DIESEL FUEL UNDER STATE CONTRACT

It is recommended that members of the Board of Education authorize Wayne Holliday, Business Administrator/Board Secretary and Qualified Purchasing Agent to purchase diesel fuel from Taylor Oil Company, Inc. in accordance with specifications of State Contract Notice of Award T-1844 and Rebid of 07-X-37716. Please refer to the attached document for supplemental information.

#### J. RESOLUTION –BID AWARD FOR BUSES AND VANS

It is recommended that members of the Board of Education approve the awarding of a contract to Wolfington Body Co. to provide two - 2010 54 passenger school buses for an award of \$165,876, and a contract to Jersey Shore Bus Sales to provide two - 2010 20 passenger vans for an award of \$104,060, subject to all bid specifications and contract documents. Please refer to attached documents for supplemental information.

**K. RESOLUTION – LEGAL SERVICES**

BE IT RESOLVED by the Monroe Township Board of Education that it hereby designates Bertram E. Busch, Esq., of the firm of Busch and Busch, LLP, to serve as Special Counsel for the following items:

- 1. Patrick O’Connor v. Brian Zimmer, Zach Thienert, David Illian, et als.;

and

- 2. Complying with the requirements of the Middlesex County Planning Board and the Middlesex County Department of Planning with regard to the construction of the new Monroe Township high school, including but not limited to, the preparation of the deed of widening of Perrineville Road.

The hourly rate to provide these services will be \$155.00 per hour.

**L. CUSTODIAN OF SCHOOL MONIES**

It is recommended that members of the Board of Education appoint Luann McGraw-Russell as the Treasurer of School Funds for fiscal year 2009/10 at a salary to be determined.

**M. BID AWARD – PAPER**

It is recommended that members of the Board of Education approve the bid submitted by Paper Mart Inc. for paper in the amount of \$99,678.81 for fiscal year 2009/10. Please refer to the enclosed bid analysis for supplemental information.

**N. CONTRACT RENEWAL – PROTECTION SYSTEMS SUPERVISION SERVICES**

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2009/10 to Haig’s Service Corp. for Protection Systems Supervision Services for the following rates:

Technician	\$81.89/hour
Helper	\$54.59/hour
Material Markup	30%
Monthly Monitoring	
Charge per Building	\$32.75/month

**O. CONTRACT RENEWAL – HVAC EQUIPMENT REPAIRS**

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2009/10 to KCG, Inc. for HVAC Equipment Repairs for the following rates:

Mechanic	\$87.34/hour
Helper	\$20.74/hour
Material Markup	15%

P. CONTRACT RENEWAL - ROOFING REPAIRS

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2009/10 to Integrity Roofing, Inc. for Roofing Repairs for the following rates:

Rofer	\$74.24/hour
Helper	\$52.41/hour
Material Markup	12%

Q. CONTRACT RENEWAL - PLUMBING REPAIRS

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2009/10 to Donald C. Rodner for Plumbing Repairs for the following rates:

Plumber/Journeyman	\$89.50/hour
Welder/Journeyman	\$96.05/hour
Helper/Laborer	\$74.02/hour
Material Markup	10%

R. CONTRACT RENEWAL – CLOCK AND PA SYSTEM REPAIRS

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2009/10 to Open Systems Integrators, Inc. for Clock and PA System Repairs for the following rates:

Technician/Journeyman	\$79.70/hour
Helper /Laborer	\$49.13/hour
Material Markup	20%

S. CONTRACT RENEWAL – ELECTRICAL REPAIRS

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2009/10 to Sal Electric Co., Inc. for Electrical Repairs for the following rates:

Electrician/Foreman	\$90.32/hour
Electrician/Journeyman	\$82.41/hour
Helper/Laborer	\$47.10/hour
Material Markup	10%

T. CONTRACT RENEWAL – TELEPHONE SYSTEMS REPAIRS

It is recommended that members of the Board of Education approve a contract renewal for fiscal year 2009/10 to American Business Communication Services for Telephone System Repairs for the following rates:

Mechanic/Journeyman	\$87.55/hour
Material Markup	20%

U. PUPIL TRANSPORTATION – PARENTAL CONTRACT

It is recommended that members of the Board of Education approve a parental contract for student transportation. Please refer to the attached analysis for supplemental information.

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

WAYNE HOLLIDAY  
Prepared by

JULY 15, 2009  
Meeting Date

10. BOARD PRESIDENT’S REPORT

11. COMMITTEE REPORTS



12. OTHER BOARD OF EDUCATION BUSINESS

13. 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:

To be determined

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

14. PUBLIC FORUM \*

15. NEXT PUBLIC BOARD OF EDUCATION MEETING – AUGUST 19, 2009, 7:00 P.M.

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.

\*\* 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.