MONROE TOWNSHIP BOARD OF EDUCATION
423 Buckelew Avenue
Monroe Township, New Jersey 08831
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MICHAEL C. GORSKI, CPA
Business Administrator/
Board Secretary

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."

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."

AGENDA
PUBLIC MEETING
WEDNESDAY, NOVEMBER 17, 2010
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

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

JAMESBURG BOARD MEMBER REPRESENTATIVE

Ms. Patrice Faraone

STUDENT BOARD MEMBERS

Ms. Reena Dholakia
Mr. Jonathan Kim

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 November 12, 2010:

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. PRESENTATION OF THE 2009/10 COMPREHENSIVE ANNUAL FINANCIAL REPORT

7. 2010 HENRY RICKLIS HOLOCAUST MEMORIAL COMMITTEE ESSAY WRITING CONTEST

8. STUDENT RECOGNITION

9. PUBLIC FORUM *

10. APPROVAL OF MINUTES

Public Meeting Minutes September 29, 2010
Public Meeting Minutes October 13, 2010

11. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

I. Enrollment

	10/31/10	9/30/10	Increase+ Decrease-	10/31/09	Difference
Applegarth School	862	864	-2	799	+63
Barclay Brook School	489	491	-2	531	-42
Brookside School	681	681	0	670	+11
Mill Lake School	668	667	+1	677	-9
Oak Tree	819	822	-3	747	+72
Woodland School	511	512	-1	512	-1
Monroe High School	1657	1660	-3	1611	+46
Total Elementary & Secondary	**5687**	**5697**	**-10**	**5547**	**140**

I. Enrollment (cont'd)

	Monroe			Jamesburg		
School	***Oct.***	***Nov.***	***Difference***	***Oct.***	***Nov.***	***Difference***
Academy Learning Center	13	13		1	1	
Bridge Academy	1	1				
Cambridge	1	1				
Center School	2	2		1	1	
Childrens Center of Monm.	1	1		1	1	
Collier	4	3	Minus 1			
CPC Upper	4	4		1	1	
East Mountain	1	1				
Eden	2	2		1	1	
Harbor School	2	2				
KIVA				1	1	
New Roads Parlin	5	5		1	1	
New Roads Somerset	2	2				
Mercer Elementary	1	1				
Mercer High School	2	2				
Mercer Cty Reg. Day	2	2				
Midland	2	2		1	1	
Millstone WW/Plainsboro	1	1				
Morris Union Jointure DCL	1	1				
Newgrange School	1	1				
Oakwood School	1	1				
Princeton Child Develop Inst.	1	1				
Raritan Valley Academy				1	1	
Rugby	1	1		1	1	
School for Hidden Intellig.	1	1				
Schroth School	1	1				
Spotswood High School				1	1	
UMDNJ	1	1		1	1	
Total	54	53		12	12	

II. Home Instruction

OFFICE OF PUPIL PERSONNEL SERVICES

October 2010 Home Instruction Report to the Superintendent								
Student#	Reason	Grade	Teachers	School	Start date	End date	Hours per week	
86369	Med	3F	Merlette	ML	9/2/2010	9/28/2010	5	
85233	Med	1	St. Peters Hosp.	BB	9/2/2010	10/18/2010	5	
83474	Med	12	Rose, Lyons	HS	9/2/2010	9/28/2010	10	
85704	Sus	12	Lyons	HS	9/14/2010	9/30/2010	2	
78387	504/Med	8	Somerset Med. Cent.	AMS	10/8/2010		5	
81240	504/Med	7	Cundari,Murphy	AMS	10/12/2010		5	
86402	Med	5	Trent	WL	10/11/2010		5	
80832	Med	7	Earl, Murphy, Kiss	AMS	10/4/2010		5	
50033	SUS	12	Lyons	HS	10/20/2010		2	
86528	MED	3	Quinn	OT	10/22/2010		5	
50129	Med	12	Princeton House	HS	10/18/2010		10	
85835	Med	K	Children's Hosp.	K	10/13/2010		5	
78774	504/Med	8	Weiner	AMS	10/26/2010		5	
83089	504/Med	3	Embrace Kids Found.	ML	9/20/2010		5	
50399	Med	11	New Hope	HS	10/8/2010		10	

III. Fire Drills

Applegarth School ---------- October 7 and 13, 2010
Barclay Brook School---------- October 12 and 25, 2010
Brookside School ---------- October 6 and 20, 2010
Mill Lake School ---------- October 21 and 25, 2010
Oak Tree School ---------- October 7 and 18, 2010
Woodland School ---------- October 20 and 22, 2010
Monroe High School ---------- October 5 and 20, 2010

Lockdown

Brookside ----------October 25, 2010
MTHS----------October 28, 2010

IV. Personnel

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

V. Board Action

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

B. It is recommended that the Board approve the attached list of request 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 accept the attached list of Student Suspensions for the month of September 2010.

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

F. It is recommended that the Board approve HighScope Educational Research Foundation to provide staff training for the following seventeen staff members for twenty days for a total of $53,295 to be funded through the ARRA grant:

<u>Pre-School Teachers</u>
Barbara Hirsch – Mill Lake
Paula D'Angelo – Mill Lake
Katherine Pedersen – Barclay Brook
Ashlee Torres – Barclay Brook
Melissa Chow – Oak Tree

<u>Speech Therapist</u>
Jodi Liebov – Barclay Brook
Noreen Clifford – Barclay Brook
Halice Rubin – Mill Lake
Kate Towlen – Oak Tree and High School

Child Study Team
Diane Allinder Mill Lake
Debi Conklin – Mill Lake and Woodland
Maureen Sutter – Barclay Brook
Kim Wasnesky – Barclay Brook and Brookside
Kathy Majewski – Oak Tree
Emily Raphel – Oak Tree and Applegarth

Marie Pepe – Supervisor
Marietta Ruela - Director

G. It is recommended that the Board approve the Operational Procedures' Handbook for District Chanel 28 PEC Central Television Station.

H. It is recommended that the Board approve the following modification in the student placement:

Student No.	School	Per Diem Rate	Dates
82580	Harbor School	Rate change for Teacher assistant from $147.71 to $152.44	9/7/10-6/30/11

I. It is recommended that the Board approve the following curriculum for the 2010-2011 school year:

Latin I
Language Arts I
Honors Language Arts I
Honors Spanish IV

J. **Violence, Vandalism, and Substance Abuse** In accordance with N.J.S.A. 18A:17-46, the Annual District Report and the Incident Listing for Violence, Vandalism, and Substance Abuse is being presented for public review.

K. It is recommended that the Board approve the correction of the submission of the IDEA funds which were erroneously called the ARRA funds in the September 15, 2010 Board Agenda:

IDEA B – Basic	$911,350.00
IDEA B – Preschool	$ 43,757.00

L. It is recommended that the Board approve the readoption of the following Policies and Regulations:

Policy 4111	Creating Positions
Policy 4124	Employment Contract
Policy 4125	Employment of Support Staff Members
Policy 4146	Non-Renewal of Non-tenured Support Staff
Regulation 4146	Non-Renewal of Non-tenured Support Staff
Policy 4160	Physical Examination
Regulation 4160	Physical Examination
Policy 4218	Substance Abuse
Regulation 4218	Substance Abuse
Policy 4220	Evaluation of Support Staff Members
Policy 4230	Outside Activities
Regulation 4230	Outside Activities
Policy 4233	Political Activities
Regulation 4233	Political Activities
Regulation 4240	Employee Training
Policy 4321	Acceptable Use of Computer Network(s) Computers and Resources by Support Staff

M. It is recommended that the Board approve the revisions of the following policies and regulations:

Policy 168	Recording Minutes
Policy 2431.4	Concussion Testing and Return-To-Play
Policy 4130	Assignment and Transfer
Regulation 4220	Evaluation of Support Staff Members
Policy 4240	Employee Training

N. It is recommended that the Board approve the following classes, instructors and salaries for the Adult Education 2010-2011 Winter session:

Instructor	**Class**	**Dates**	**Total Salary**
Rochelle Kapel	Full Body Exercise	11/30-3/10	$780.00

O. It is recommended that the Board approve Phil Hossler to provide training on Concussion in the Spotlight to the district nurses at the December 3, 2010 in-service for a fee of $185.00.

P. It is recommended that the Board approve a Praxis Review/Prep Course, Registration fee, and testing fee for science and/or social studies for up to 24 teachers (grades 6-8) for the Highly Qualified Teachers for the Middle School transition for a total cost not to exceed $9,000, to be taken from the ARRA Grant Funds. Reimbursement will only be made to teachers who sign up for the course, attend all review sessions, and take and pass the March 13, 2011 Praxis II test.

Q. It is recommended that the Board approve **Ms. Bonnie Burke,** Supervisor of Social Studies and Science, as the District's Chemical Hygiene Officer.

R. It is recommended that the Board approve Home Instruction through EVA for the remainder of the 2010-2011 school year for a total of 2 hours per subject, per week, per student (as per Pupil Personnel Services) at the MTEA hourly instructional rate ($53,87), instruction provided by the following teachers:

Dr. George Pangalos – Science and Mathematics
Ms. Adele Fennessy – Language Arts

S. **2010-2011 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** previously reported for the period 9/1/10 through 11/15/10 ----------$136.46

Date	School	Incident	Cost to District
10/14/10	MTHS	terroristic threat	
10/19/10	MTHS	Damage to property	$48.84
10/22/10	MTHS	fight	
11/8/10	MTHS	damage to bus seat	$87.62

12. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling $10,967,951.49 for September 2010 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 $747,792.21 for September 2010 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 HIGH SCHOOL (BOND SERIES 2008)

It is recommended that the bills totaling $328,834.68 for September 2010 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

D. 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 September 2010, 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 September 2010 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).

E. TRANSFER #3

It is recommended that members of the Board of Education approve Transfer #3 as presented for fiscal year 2010/11. A copy is attached hereto.

F. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve Cambridge School for the following changes in services and fees for the 2010-2011 fiscal year: Social Thinking at $125.00 per session, Speech and Language at $135.00 per session, and Occupational Therapy at $135.00 per session.

2. It is recommended that members of the Board of Education approve UMDNJ to provide home instruction for students who are in-patient for the 2010-2011 fiscal year at the rate of $55.00 per hour.

3. It is recommended that members of the Board of Education approve Penta Hearing Care to complete CAP (Central Auditory Processing) testing at a fee of $445.00 per test and complete Audio Evaluation for $145.000 per evaluation for the 2010-2011 fiscal year.

4. It is recommended that members of the Board of Education approve Somerset Medical Center to provide home instruction for our students who are hospitalized for a fee of $47.00 per hour for fiscal year 2010-2011.

5. It is recommended that members of the Board of Education approve Professional Education Services to provide home instruction for our students who are hospitalized for a fee of $53.87 per hour for fiscal year 2010-2011.

6. It is recommended that members of the Board of Education approve Summit Oaks Hospital to provide home instruction for our students who are in in-patient treatment for a fee of $36.00 per hour for fiscal year 2010-2011.

G. Donation

It is recommended that members of the Board of Education acknowledge receipt of and accept a check in the amount of $250.00 as a gift to the Board of Education from the Jewish Congregation of Concordia..

H. PUPIL TRANSPORTATION

It is recommended that members of the Board of Education approve the attached schedule of "Transportation Jointures Other Districts - Change" for student transportation. Please refer to the attached analysis for supplemental information.

I. PUPIL TRANSPORTATION

It is recommended that members of the Board of Education approve the attached schedule of "District Routes Joint Agreements" for student transportation. Please refer to the attached analysis for supplemental information.

J. GRANT ACCEPTANCE

It is recommended that members of the Board of Education acknowledge the Memorandum of Understanding between the New Jersey Agricultural Society and the Brookside Elementary School for a grant of $500 to fund the school garden project and further to acknowledge receipt of and accept a check in the amount of $375.00 towards this grant. The balance will be paid on March 15, 2011 if the terms agreed upon in the contract are met. Please refer to attached document for supplemental information.

K. 403(b) PLAN PROVIDERS

It is recommended that members of the Board of Education acknowledge and approve the following "403(b) Plan Providers":

AXA Equitable 403(b),
First Investors 403(b),
MetLife 403(b),
Oppenheimer Funds 403(b),
T-Rowe Price 403(b), and
Valic 403(b),

L. 457(b) PLAN PROVIDERS

It is recommended that members of the Board of Education acknowledge and approve the following "457(b) Plan Providers":

AXA Equitable 457(b) and
Valic 457(b).

M. BENECARD - #4 AMENDMENT TO MANAGEMENT SERVICES AGREEMENT - BENECARD SERVICES, INC.

It is recommended that members of the Board of Education approve the attached "FOURTH AMENDMENT TO AGREEMENT TO PROVIDE FIXED RATE INSURED PRESCRIPTION DRUG MANAGEMENT SERVICES" between the Monroe Township Board of Education and Benecard Services, Inc.

N. BENECARD - #5 AMENDMENT TO MANAGEMENT SERVICES AGREEMENT - BENECARD SERVICES, INC.

It is recommended that members of the Board of Education approve the attached "FIFTH AMENDMENT TO AGREEMENT TO PROVIDE FIXED RATE INSURED PRESCRIPTION DRUG MANAGEMENT SERVICES" between the Monroe Township Board of Education and Benecard Services, Inc.

O. 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:

Staff/Board Member	Date(s) of Program	Date	Tolls & Mileage Reimbursement (Estimated)
Board Members			
Ira Tessler	Governance IV – Legal Update	11/20	

P. RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY

WHEREAS, Title 18A: 18A-10 provides that, a board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the Monroe Township Board of Education desires to authorize Michael C. Gorski, Purchasing Agent to make any and all purchases necessary to meet the needs of the school district; and

NOW THEREFORE BE IT RESOLVED, that the Monroe Township Board of Education hereby authorizes Michael C. Gorski, Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing Commercial Interiors Direct, Inc. under State Contract# A-65751 to provide labor and materials to complete installation of carpet tiles for the Monroe Township High School Performing Arts Center.

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

MICHAEL C. GORSKI, CPA
Prepared by

NOVEMBER 17, 2010
Meeting Date

13. BOARD PRESIDENT'S REPORT

14. COMMITTEE REPORTS

15. OTHER BOARD OF EDUCATION BUSINESS

16. 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:

None as of the printing of this Agenda.

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

17. PUBLIC FORUM *

18. NEXT PUBLIC BOARD OF EDUCATION MEETING – DECEMBER 15, 2010, 7:00 P.M.

19. 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.