

MONROE TOWNSHIP BOARD OF EDUCATION

423 Buckelew Avenue
Monroe Township, New Jersey 08831
(732) 521-1500
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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, OCTOBER 13, 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 October 8, 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' REPORT6. PUBLIC FORUM *7. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

I. Enrollment

	<u>9/30/10</u>	<u>9/1/10</u>	Increase+ <u>Decrease-</u>	<u>9/30/09</u>	<u>Difference</u>
Applegarth School	864	867	-3	798	+66
Barclay Brook School	491	487	+4	532	-41
Brookside School	681	680	+1	671	+10
Mill Lake School	667	664	+3	677	-10
Oak Tree	822	818	+4	749	+73
Woodland School	512	515	-3	512	0
Monroe High School	<u>1661</u>	<u>1675</u>	<u>-14</u>	<u>1606</u>	<u>+55</u>
Total Elementary & Secondary	5698	5706	-8	5545	+153

I. Enrollment (cont'd)

<u>School</u>	Monroe			Jamesburg		
	<u>Sept.</u>	<u>Oct.</u>	<u>Difference</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Difference</u>
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	4				
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	54		12	12	

II. Home Instruction

Student#	Reason	Grade	Teachers	School	Start date	End date	Hours per week
86369	Med	3F	Merlette	ML	9/2/2010		5
85233	Med	1	St. Peters Hosp.	BB	9/2/2010		5
83474	Med	12	Rose, Lyons	HS	9/2/2010	9/28/2010	10
85704	Sus	12	Lyons	HS	9/14/2010		2

III. Fire Drills

Applegarth School -----	September 13 and 15, 2010
Barclay Brook School-----	September 3 and 21, 2010
Brookside School -----	September 8 and 17, 2010
Mill Lake School -----	September 7 and 24, 2010
Oak Tree School -----	September 7 and 8, 2010
Woodland School -----	September 7 and 16, 2010
Monroe High School -----	September 7 and 8, 2010

Lockdown

Mill Lake-----September 17, 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. It is recommended that the Board approve the following Policies and Regulations for a second and final reading:
 - Policy 2431.3 Practice and Pre-Season Heat – Acclimation for Interscholastic Athletics
 - Policy 2431.4 Concussion Testing and Return-To-Play
 - Reg. 3144 Certification of Tenure Charges
 - Policy 4159 Support Staff Member/School District Reporting Responsibilities
 - Policy 6112 Reimbursement of Federal and Other Grant Expenditures
 - Reg. 6112 Reimbursement of Federal and Other Grant Expenditures

8. BUSINESS ADMINISTRATOR’S REPORT/RECOMMENDATIONS

BOARD ACTION

A. CAPITAL RESERVE ACCOUNT MAXIMUM AMOUNT

It is recommended that members of the Board of Education approve the Annual Report Maximum Capital Reserve Statement as follows:

The Monroe Township Board of Education School District has 124 projects identified in its Five Year Long Range Facility Plan that have not yet been initiated or advanced. The 124 projects have an estimated total cost over the five-year period of \$7,997,358.

It is estimated that the district may be eligible for state debt service or EDA grant funds for these projects in the amount of \$1,950,132. Accordingly, the estimated local share of these projects is \$6,047,226.

The Local share amount of \$6,047,226 represents the maximum amount the Monroe Township Board of Education School District may deposit in its capital reserve fund for the 2010/11 school year.

CERTIFICATION:

Dr. Kenneth R. Hamilton, Superintendent of Schools

Mr. Michael C. Gorski CPA, Business Administrator

B. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN (CMP) AND ANNUAL MAINTENANCE BUDGET (M1)

It is recommended that members of the Board of Education adopt the following resolution:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities (CMP), and the Annual Maintenance Budget (M1); and

Whereas, the required maintenance activities as listed in the attached documents for the various school facilities of the Monroe Township School District are consistent with these requirements; and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and

Now, Therefore Be It Resolved, that the Monroe Township School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan (CMP) and the Annual Maintenance Budget (M1) for the Monroe Township School District in compliance with Department of Education requirements.

C. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve The Bilingual Child Study Team to provide an Arabic Educational Evaluation at the fee of \$900.00 per evaluation for the 2010-2011 school year.

2. It is recommended that members of the Board of Education approve Middlesex County Regional Educational Services Commission to provide home instruction for our students who are hospitalized at of fee of \$60.00 per hour for the 2010-2011 school year.

3. It is recommended that members of the Board of Education appoint Deborah Masterton, Certified Shorthand Reporter for fiscal year 2010/2011. The fee is \$250. plus \$5.25 per page.

D. BOARD ACTION – 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 has previously authorized Michael C. Gorski, Purchasing Agent for 2010/11 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 various vendors as listed:

Commodity/Services	Vendor	State Contract#
Tires	Firestone & Bridgestone(through F&S Tire)	A-71687
Tires	Goodyear(through F&S Tire)	A-71688

E. SHARED SERVICES AGREEMENT – TECHNOLOGY SERVICES

It is recommended that members of the Board of Education approve the following Agreement as related to technology services:

SHARED SERVICES AGREEMENT
BETWEEN THE MONROE TOWNSHIP BOARD OF EDUCATION
AND THE JAMESBURG BOARD OF EDUCATION

THIS SHARED SERVICES AGREEMENT is made between the Monroe Township Board of Education with administrative offices located at 423 Buckelew Avenue, Monroe, New Jersey 08831 (sometimes “Monroe Board”), and the Jamesburg Board of Education with administrative offices located at Augusta Street, Jamesburg, New Jersey 08831 (sometimes “Jamesburg Board”) (collectively, the “Parties” or, individually, a “Party”) (“Shared Services Agreement” or “Agreement”).

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (the “Shared Services Act”), provides a mechanism for contracting between local units such as the Monroe Board and the Jamesburg Board for technology services by entry into a shared services agreement; and

WHEREAS, the Monroe Board employs technology staff to provide technology services for the Monroe Board’s operations; and

WHEREAS, the Jamesburg Board has a need for technology staff to provide technology services for the Jamesburg Board’s operations; and

WHEREAS, the Parties have determined that in the interest of efficiency and cost savings, it is appropriate for the Monroe Board to provide technology services for the Jamesburg Board; and

WHEREAS, both the Monroe Board and the Jamesburg Board are desirous of entering into the within Shared Services Agreement with respect to the provision of technology services under the parameters of the Shared Services Act and the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq. as amended; and

WHEREAS, the Monroe Board and the Jamesburg Board wish to memorialize herein their Shared Services Agreement whereby the Monroe Board will provide technology services for the Jamesburg Board on an as-needed basis subject to the availability of Monroe Board staff, and the Jamesburg Board will provide funding to the Monroe Board for the aforementioned technology services in accordance with the Shared Services Act; and

WHEREAS, the Monroe Board and the Jamesburg Board have each authorized and adopted this Agreement by resolution.

NOW, THEREFORE, in consideration of the mutual and joint obligations set forth herein and other valuable consideration, the Monroe Board and the Jamesburg Board do hereby mutually agree as follows:

1. TERM OF AGREEMENT. The term of this agreement shall be, retroactively, from October 1, 2010 through June 30, 2011.
2. SERVICES. The Monroe Board shall provide technology services for the Jamesburg Board which shall consist of technology staff support and data center support on-site only at Jamesburg Board facilities during the normal hours of operation for those facilities.
3. COST OF SERVICES. The cost of services provided by the Monroe Board's Director of Technology under this Agreement shall be in the amount of \$85.32 per hour. The cost of services provided under this Agreement by a Monroe Board Workstation Specialist shall be in the amount of \$31.33 per hour. The Monroe Board shall submit at least one invoice to the Jamesburg Board for services rendered pursuant to this Agreement. The Jamesburg Board shall make payment to the Monroe Board within sixty (60) days of receipt of an invoice from the Monroe Board, but the Jamesburg Board shall make final payment to the Monroe Board no later than June 30, 2011.
4. REQUESTS FOR SERVICES. The Monroe Board shall designate an employee or agent of the Monroe Board to serve as the contact between the Monroe Board and the Jamesburg Board for the purpose of implementing this Agreement. The Jamesburg Board shall provide the designated Monroe Board contact with at least 24 hours notice of the Jamesburg Board's desire to receive technology services pursuant to this Agreement. The Jamesburg Board acknowledges that the provision of services pursuant to this Agreement is subject to the availability of the Monroe Board's technology staff. Should the Parties have concurrent needs for technology services, the Monroe Board's technology staff shall first address the technology needs of the Monroe Board and then, as time permits, address the technology needs of the Jamesburg Board.
5. INSURANCE AND OTHER BENEFITS. All technology staff providing services under this Agreement, including but not limited to the Director of Technology and the Workstation Specialists, are employees of the Monroe Board and will be covered by the Monroe Board's workers' compensation insurance and health care insurance policies paid for by the Monroe Board. Any other benefits provided to the aforementioned technology staff will be paid for by the Monroe Board.
6. TERMINATION. Either the Monroe Board or the Jamesburg Board may terminate this Agreement for any reason upon ninety (90) days written notice to the other Party.
7. INDEMNIFICATION. To the fullest extent permitted by law, the Jamesburg Board will hold harmless and defend the Monroe Board against any and all claims brought against the Monroe Board or any agent or employee of the Monroe Board arising out of the performance of any service or activity under this Agreement.
8. ENTIRE AGREEMENT. This Agreement represents the entire agreement between the Parties and may not be modified except by further written agreement between the Parties adopted with equal dignity to the adoption of this Agreement.

9. ENFORCEABILITY. If any part of this Agreement shall be held to be unenforceable, the rest of this Agreement shall nevertheless remain in full force and effect to the extent consistent with law and its stated purposes.

10. COMPLIANCE WITH TERMS OF AGREEMENT. Failure of either Party to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement at any time shall not be deemed a waiver of such term, covenant, or condition at any other time; nor shall any waiver or relinquishment of any right or power herein at any time be deemed a waiver or relinquishment of the same or any other right or power at any other time.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed below by their duly authorized officers.

JAMESBURG BOARD
OF EDUCATION

MONROE TOWNSHIP
BOARD OF EDUCATION

DARREN LARSEN
President

LEW KAUFMAN
President

Dated: _____

Dated: _____

ATTEST:

ATTEST:

THOMAS REYNOLDS
Business Administrator/Board Secretary

MICHAEL C. GORSKI, CPA,
Business Administrator/Board Secretary

F. 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.

G. AGREEMENT BETWEEN MONROE TOWNSHIP BOARD OF EDUCATION AND RICHARD FEDERICO AND STACI FEDERICO ON BEHALF OF A.F.

It is recommended that members of the Board of Education approve the attached legal settlement agreement entitled: AGREEMENT BETWEEN MONROE TOWNSHIP BOARD OF EDUCATION AND RICHARD FEDERICO AND STACI FEDERICO ON BEHALF OF A.F.

H. REQUEST FOR PROPOSAL (RFP)

It is recommended that members of the Board of Education approve a Request for Proposal (RFP) for environmental remediation designs services for the District's facilities.

I. VERIZON BUSINESS SERVICE AGREEMENT

It is recommended that members of the Board of Education approve the attached Business Service Agreement between the Monroe Township Board of Education and Verizon Business Network Services Inc., on behalf of MCI Communications Services, Inc. d/b/a Verizon Business Services and any other Verizon affiliates identified in applicable service attachments, to provide internet services for the District at a speed of 50 mbps at a monthly cost of \$3,517.00 per month for a minimum term of 36 months. Refer to attached for supplemental information.

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

MICHAEL C. GORSKI
Prepared by

OCTOBER 13, 2010
Meeting Date

9. BOARD PRESIDENT'S REPORT

10. COMMITTEE REPORTS

11. OTHER BOARD OF EDUCATION BUSINESS

12. 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.

13. PUBLIC FORUM *

14. NEXT PUBLIC BOARD OF EDUCATION MEETING – NOVEMBER 17, 2010, 7:00 P.M.

15. 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.