

MONROE TOWNSHIP BOARD OF EDUCATION
423 Buckelew Avenue
Monroe Township, New Jersey 08831
(732) 521-1500
Fax (732) 521-1628

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 – DECEMBER 14, 2011
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. Kathy Kolupanowich, Board President
Mr. Ken Chiarella, Board Vice President
Ms. Amy Antelis
Mr. Marvin I. Braverman
Mr. Lew Kaufman
Mr. Mark Klein
Mr. John Leary
Mr. Lou Masters
Mr. Ira Tessler

JAMESBURG BOARD MEMBER REPRESENTATIVE

Ms. Patrice Faraone

STUDENT BOARD MEMBERS

Mr. Jonathan Kim
Ms. Aneri S. Patel

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 December 9, 2011:

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. 2011 HENRY RICKLIS HOLOCAUST MEMORIAL COMMITTEE ESSAY WRITING CONTEST7. PUBLIC FORUM*8. APPROVAL OF MINUTES

Public Meeting October 12, 2011

Closed Session October 12, 2011

9. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

I. Enrollment

	<u>11/30/11</u>	<u>10/31/11</u>	<u>Difference</u>	<u>11/30/10</u>	<u>Difference</u>
Barclay Brook School	449	452	-3	489	-40
Brookside School	530	528	+2	681	-151
Mill Lake School	438	436	+2	668	-230
MTMS	1386	1384	+2	862	+524
Oak Tree	818	818	0	819	- 1
Woodland School	521	521	0	511	+10
Monroe High School	<u>1761</u>	<u>1759</u>	<u>+2</u>	<u>1657</u>	<u>+104</u>
Total Elementary & Secondary	5903	5898	+5	5687	+216

I. Enrollment (cont'd)

<u>School</u>	Monroe			Jamesburg		
	<u>Oct.</u>	<u>Nov.</u>	<u>Difference</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Difference</u>
Academy Learning Center	13	13		1	1	
Bridge Academy	1	1				
Cambridge	1	1				
Center School	2	2				
Center for Lifelong Learn	1	1				
Childrens Center of Monm.	1	1		1	1	
Collier	1	1				
CPC Upper	2	2				
East Mountain	1	0	Minus 1			
Eden	2	2		1	1	
Harbor School	1	1				
KIVA	1	1				
New Roads Parlin	3	3				
New Roads Somerset	1	1				
Mary Dobbins School	1	1				
Mercer Elementary	1	1				
Mercer High School	2	2				
Mercer Cty Reg. Day	1	1				
Middlesex County Acad.	1	1				
Midland	1	1		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				
Rugby	2	2				
School for Hidden Intellig.	1	1				
Schroth School	1	1				
Spotswood High School						
UMDNJ	1	1		2	2	
Total	48	47		6	6	

II. Home Instruction

No.	School	Grade	Reason	Home Instructor	Date Started	Date Ended
85904	HS	10	CST	Ed Svc Commission	9/7/2011	
78431	MS	8	CST	Ed Svc Commission	9/7/2011	
81818	BS	5	Med	Levinson	9/20/2011	
85836	BS	5	Med	Ed Svc Commission, Valville	9/7/2011	11/28/2011
85730	OD	11	CST	Ed Svc Commission	9/7/2011	11/3/2011
85930	HS	10	Med	Grimaldi, Morolda	9/7/2011	
83089	WD	4	504	Merlette	9/7/2011	
81564	HS	10	CST	Ed Svc Commission	9/7/2011	
87233	ML	PS	Med	Sadik, Harduby, Chelton	9/7/2011	
84262	OT	5	Med	Princeton House	9/7/2011	
78615	MS	8	Med	Consiglio, Barclay, Pace, Dawson	9/27/2011	
84142	BS	4	Med	Shah	10/7/2011	11/14/2011
82564	OD	12	CST	Ed Svc Commission	9/23/2011	
79109	WD	5	Med	Faughnan, Brunotte, Trent	9/26/2011	
78138	MS	8	Med	Magee, Bill, Ostroski,	10/6/2011	
84129	HS	10	CST	Friedman, C. Pepe, Kudrak	10/20/2011	
85758	HS	9	CST		10/26/2011	
85949	HS	10	Sus	Pepe	11/9/2011	
70355	OD	12	Med	New Hope	11/28/2011	11/30/2011
86643	HS	9	Med	UMDNJ	10/14/2011	10/21/2011
85075	HS	12	Med	Professional Ed Svc. Inc	11/2/2011	
86528	OT	4	Med	Winther	11/8/2011	
85153	HS	11	CST	Quindes	11/30/2011	
78690	HS	9	SUS		11/22/2011	
87332	HS	10	CST	Ongaro, simmonds	11/18/2011	
77902	HS	10	SUS		11/20/2011	

III. Fire Drills/Lock Down Drills

Barclay Brook School ----- November 18, 2011
 Brookside School ----- November 3, 2011
 Mill Lake School ----- November 2011
 Monroe Middle School-----November 7, 2011
 Oak Tree School ----- November 9, 2011
 Woodland School ----- November 7, 2011
 Monroe High School ----- November 15, 2011

Lockdown

Barclay Brook School	-----November 28, 2011
Brookside School	-----November 21, 2011
Mill Lake School	-----November, 2011
Monroe Middle School	-----November 9, 2011
Oak Tree School	----- November 21, 2011
Woodland School	-----November 21, 2011
Monroe High School	----- November 29, 2011

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 approve the attached list of Student Suspensions for the month of November 2011.
- E. It is recommended that the Monroe Township Board of Education: (1) affirm the decision of the Superintendent of Schools regarding the Harassment, Intimidation & Bullying (“HIB”) complaint against student #78701; and (2) affirm the decision of the Superintendent of Schools to not include the HIB investigation reporting forms in student #78701’s permanent school record. The Superintendent is hereby authorized and directed to take all necessary steps to implement this action of the Board of Education.

- F. It is recommended that the Board approve a two our interactive distance learning course provided by Legal One to train a total of 15 employees regarding Teen Dating Violence 101 as per the attached agreement.
- G. It is recommended that the Board approve “Teachscape XL (TXL) Online Professional Learning Resources Annual Site License” valid through 12/31/2012 for a total cost of \$2,500.00.
- H. It is recommended that the Board approve the revision of the attached school calendar for the 2011-2012 school year.
- I. It is recommended that the Board acknowledge receipt of and attest to the accuracy of the previously submitted information contained within the NJQSAC Statement of Assurance Report and authorize the submission of said report to the State of New Jersey as required.
- J. It is recommended that the Board approve the student program Rachael’s Challenge at MTMS on March 7, 2012 at a cost of \$4,795.
- K. It is recommended that the Board approve the following workshops at the Monroe Township Library with no cost to the district:
- | | |
|--|------------------|
| Apple Tech Update | January 10, 2012 |
| The Perfect Marriage: Readers and Writers’ | March 6, 2012 |
| Best Practices for Middle School Teaming | March 28, 2012 |
- L. **Harassment, Intimidation and Bullying** In accordance with N.J.S.A. 18A:17-46, the Semi-Annual District report is listed below public review.

File No.	Date	School	Student No.	HIB Officer	Nature	
4	9/12/2011	Brookside	82941	Donna Colossi	elbowed, poked	ABS spoke with student
7	9/20/2011	MTHS	78701, 83171	Cathy Ielpi	public teasing	three days OSS
8	9/20/2011	Woodland	82820	Jaime Newcomb	saying mean things	three days recess detention
9	9/22/2011	Brookside	83695	Donna Colossi	mispronounced name on purpose	changed students seats
10	9/21/2011	MTMS	78624	Fran Schwartz	verbal threat for a fight	student counseling
14	9/22/2011	Oak Tree	86988	Emily Raphel	teasing	counseling and class activity
16	9/26/2011	Brookside	82182	Donna Colossi	name calling	student seat changed, counseling
18	10/3/2011	MTMS	84130	Fran Schwartz	verbal threat to fight	three day out of school suspension
19	10/4/2011	Mill Lake	85517	Pam O'Neill	hurtful messages	student counseling
20	9/28/2011	Oak Tree	83007	Emily Raphel	hurtful messages	student and class counseling
21	10/3/2011	Oak Tree	87204	Emily Raphel	name calling	student and class counseling
22	10/3/2011	Oak Tree	85526	Emily Raphel	racial comments	student counseling and class lesson
23	9/28/2011	Oak Tree	81726	Emily Raphel	name calling	student counseling and class lesson
26	10/6/2011	MTMS	80601	Fran Schwartz	name calling	student apologized
29	10/11/2011	HS	77593, 78794, 86648	Cathy Ielpi Doreen Mullarney	teasing	students met with counselor
31	10/13/2011	Brookside	82695, 86466, 86386, 81736, 82194	Donna Colossi	intent to exclude	students counseled and class lesson
35	10/10/2011	MTMS	83180	Fran Schwartz	name calling	lunch time detention
38	10/12/2011	OT	87128, 87227	Emily Raphel	name calling	classroom counseling
39	10/12/2011	OT	86130	Emily Raphel	verbal threat	counseling and class lesson
40	10/14/2011	OT	83985, 83768	Emily Raphel	teasing	counseling and class lesson
41	10/19/2011	OT	86530	Emily Raphel	inappropriate touching	1 day out of school suspension
42	10/18/2011	Barclay Brook	85879	Kathy O'Rourke	fighting	think sheet
43	10/17/2011	HS	85969, 85905	Cathy Ielpi	teasing	apology

44	10/19/2011	HS	84060	Cathy Ielpi	inappropriate language	out of school suspension
46	10/20/2011	MTMS	78624	Fran Schwartz	fighting	suspension
49	10/20/2011	HS	77875, 50030	Cathy Ielpi and Doreen Mullarney	public teasing	meeting with guidance counselor
50	10/21/2011	HS	77593	Cathy Ielpi and Doreen Mullarney	teasing	counseling/behavior contract
54	10/25/2011	HS	77961	Cathy Ielpi and Doreen Mullarney	name calling and threat to fight	suspension
59	10/25/2011	MTMS	78274	Fran Schwartz	name calling	after school detention
60	10/25/2011	HS	70572	Cathy Ielpi	discriminating remarks	suspension
61	10/26/2011	MTMS	82070,	Fran Schwartz	instigation of fight after school hours/ not on school grounds	parent conference
62	10/27/2011	Oak Tree	81711, 86177	Emily Raphel	derogatory comments	counseling and class lesson
63	10/28/2011	Oak Tree	86531	Emily Raphel	cyber comments/insult	individual counseling, class lesson
65	10/31/2011	Oak Tree	86453, 83483, 86177, 84248	Emily Raphel	name calling	individual counseling, class lesson
66	11/1/2011	Mill Lake	86360, 85987, 85978, 85553, 85540	Pam O'Neill	name calling	student counseling
68	11/2/2011	Oak Tree	85612	Emily Raphel	name calling	individual counseling, class lesson
69	11/4/2011	MTHS	85920	Cathy Ielpi	inappropriate sexual touching/comments	suspension
73	11/12/2011	MTMS	78668	Fran Schwartz	name calling	mediation and counseling
74	11/17/2011	HS		Cathy Ielpi	filming student with Ipad	suspension

10. BUSINESS ADMINISTRATOR'S REPORT

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$9,328,804.82 for November 2011 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 \$686,267.60 for November 2011 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 2006)

It is recommended that the bills totaling \$295.00 for November 2011 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 \$215,772.05 for November 2011 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 November 2011, 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 November 2011 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. TRANSFER #5

It is recommended that members of the Board of Education approve Transfer #5 as presented for fiscal year 2011/12. A copy is attached hereto.

G. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve the firm of “Gerard Stankiewicz of Samuel Klein and Company” to perform the 2011/12 audit in the amount of \$36,400. and the ASSA in the amount of \$4,350. It is further recommended that the firm of “Gerard Stankiewicz of Samuel Klein and Company” be approved to perform other services during fiscal year 2011/12 as needed. Other services as may be required during the contract period, as requested, will be billed at hourly rates as indicated below and determined by the degree of skill required for the respective services(no change from prior year):

Partners or Principals	\$110. to \$150.
Managers or Supervisors	\$85. to \$105.
Staff Members or Para-Professionals	\$50. to \$80.

For 2011/12, Gerard Stankiewicz or equivalent will be billed at \$145 per hour which is no change from prior year.

Please refer to the enclosed document for supplemental information.

2. It is recommended that members of the Board of Education approve New Hope Foundation to provide home instruction for students who are in an in-patient treatment facility for a fee of \$450 per week or any part thereof for the 2011/12 fiscal year.
3. It is recommended that members of the Board of Education approve NJ Pediatric Feeding Associates for the following: monitoring periodic observations of staff, set additional goals and training if necessary at a fee of \$150.00 per hour.
4. It is recommended that members of the Board of Education approve Education Inc. to provide home instruction to students admitted into a hospital or treatment center at a rate of \$36.00 per hour.
5. It is recommended that members of the Board of Education approve Professional Education Services, Inc. to provide home instruction to students admitted into a hospital or treatment center at a rate of \$53.87 per hour.
6. It is recommended that members of the Board of Education approve the following for the 2011-2012 school year effective December 5, 2011 through June 30, 2012: Preferred Home Health Care and Nursing Services, Inc. at the hourly rate of \$55.00 per hour for an RN and \$47.00 per hour for an LPN to assist a student to and from school on the bus and during the school day.
7. It is recommended that members of the Board of Education approve Harrison-Hamnett, P.C. to provide professional engineering services for the 2011-2012 fiscal year. Please refer to the attached fee schedule.
8. It is recommended that members of the Board of Education approve Design Ideas Group to provide architectural services for the 2011-2012 fiscal year. Please refer to the attached fee schedule.

9. It is recommended that members of the Board of Education approve Ross Haber Associates, Inc. to provide a new enrollment projection study to facilitate the re-opening of Applegarth School at a cost of \$4,000.00. Please refer to attached for supplemental information.

H. EDUCATIONAL JOBS ACT FUNDS

It is recommended that members of the Board of Education accept additional unbudgeted Educational Jobs Act funds in the amount of \$4,848. to add to the previously recognized and budgeted amount of \$154,734. for a 2011-2012 total of \$159,582.

I. REQUEST FOR PROPOSAL FOR BANK SERVICES

It is recommended that members of the Board of Education authorize Michael C. Gorski, CPA School Business Administrator and Qualified Purchasing Agent to solicit request for proposals for bank services to begin on July 1, 2012.

J. E-RATE FUNDING

It is recommended that members of the Board of Education authorize On-Tech Consulting, Inc. to manage the E-Rate process for the 2011-2012 funding year. Please refer to attachment for supplemental information.

K. 2012/2013 PRELIMINARY BUDGET/SCHOOL ELECTION CALENDAR

It is recommended that members of the Board of Education approve the attached 2012/2013 Preliminary Budget/School Election Calendar.

L. BID AWARDS–EDUCATIONAL DATA SERVICES BIDS FOR SCHOOL SUPPLIES

It is recommended that members of the Board of Education award unit prices and addendum catalog discounts for the period December 1, 2011 to November 30, 2012 as follows:

General Classroom Supplies to School Specialty Inc. of Appleton, Wisconsin as awarded through the Southern Cooperative bid of 10/13/2011, General Classroom Supplies, #26EDCP received by ESC of Morris County, NJ, and

Specialty Area Educational Supplies per the attached list of vendors and conditions as awarded through the New Jersey Cooperative Bid of 10/1/11 #26ESC of Morris County.

M. CERIDIAN REPORTING AND SET-UP FEES

It is recommended that members of the Board of Education authorize Ceridian to provide reports by COBRA and by Retiree at the following rates:

Electronic reports at a price of \$300.00 one time set up fee and \$20.00 per report for Delta Dental, and

Paper reports at a price of \$150.00 one time set up fee and \$80.00 for Benecard.

N. VISION CARE

It is recommended that members of the Board of Education approve VSP, Vision Care for Life to provide vision care for District employees.

O. BID AWARD – ASBESTOS REMOVAL

WHEREAS, the Monroe Township Board of Education (“Board”) publicly advertised and solicited competitive bids for asbestos removal at the Applegarth School (the “Project”); and

WHEREAS, on December 7, 2011, the Board received, opened and publicly read bids in response to the Board’s aforementioned solicitation and in accordance with applicable law; and

WHEREAS, the Board is required to award contracts to the lowest responsible bidder, whose bid complies with the requirements of the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq., and the bid specifications for the Project; and

WHEREAS, the bid submitted by the mathematically low bidder, VMC Company, Inc. contained a nonconforming bid bond and did not comply with applicable law and the bid specifications for the Project; and

WHEREAS, the second lowest bid was submitted by Two Brothers Contracting, Inc. and was in conformance with applicable law and the requirements of the bid specifications for the Project.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education as follows:

1. The bid of VMC Company, Inc. be rejected for failure to comply with the bid requirements and applicable law.
2. The contract for the Project is hereby awarded to Two Brothers Contracting, Inc. in the amount(s) of \$44,800.00 as set forth in its bid submitted for the Project.
3. The Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for the Project.
4. The Superintendent of Schools, the Business Administrator/Board Secretary, and the Board Attorney, acting on the Board’s behalf, are hereby authorized and directed to take all necessary steps to implement the aforesaid contract.

Please refer to attached for supplemental information.

P. 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.

Q. PUPIL TRANSPORTATION

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

R. JAMESBURG TUITION CONTRACT

It is recommended that members of the Board of Education approve the attached Tuition Contract Agreement between the Monroe Township Board of Education and the Jamesburg Board of Education and authorize Michael C. Gorski, Business Administrator/Board Secretary to administer aforementioned contract agreement.

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

MICHAEL C. GORSKI
Prepared by

DECEMBER 14, 2011
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 subject(s):

Student Matters: Harassment, Intimidation and Bullying Incidents

73	11/12/2011	MTMS	78668
74	11/17/2011	HS	78690
75	11/29/2011	Woodland	83142
76	12/7/2011	HS	85038
77	12/7/2011	HS	85038
78	12/7/2011	HS	85099
79	12/7/2011	HS	85077

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 SCHEDULED PUBLIC BOARD OF EDUCATION MEETING
WEDNESDAY, JANUARY 18, 2012 – 7:00 P.M. – HIGH SCHOOL17. 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.