

MONROE TOWNSHIP BOARD OF EDUCATION

**423 Buckelew Avenue
Monroe Township, NJ 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 18, 2013

7:00 P.M. MONROE TOWNSHIP MIDDLE 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. Ira Tessler, Board Vice President
Ms. Amy Antelis
Mr. Marvin Braverman
Mr. Ken Chiarella
Mr. Lew Kaufman
Mr. Louis Masters
Mr. Doug Poye
Mr. Anthony Prezioso

JAMESBURG BOARD MEMBER REPRESENTATIVE

Mr. Robert Czarneski

STUDENT BOARD MEMBERS

Ms. Cori Haider

Ms. Francesca Speranza

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 11, 2013:

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 TO MARCHING BAND

7. MONROE TOWNSHIP MIDDLE SCHOOL PRESENTATION

8. PUBLIC FORUM*

9. APPROVAL OF MINUTES

Public Board of Education Meeting, November 13, 2013

Closed Session Meeting, November 13, 2013

10. COMMITTEE REPORTS

11. SUPERINTENDENT'S REPORT/RECOMMENDATIONS**I. Enrollment**

	<u>11/30/13</u>	<u>10/31/13</u>	<u>Difference</u>	<u>11/30/12</u>	<u>Difference</u>
Applegarth School	346	343	+3	283	+63
Barclay Brook School	403	404	-1	440	-37
Brookside School	482	483	-1	541	-59
Mill Lake School	395	394	+1	430	-35
MTMS	1455	1451	+4	1387	+68
Oak Tree	617	613	+4	573	+44
Woodland School	498	497	+1	521	-23
Monroe High School	<u>1964</u>	<u>1966*</u>	<u>-2</u>	<u>1897</u>	<u>+67</u>
Total Elementary & Secondary	6160	6151	+9	6072	+88

*correction from October report. Previously reported 1967

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	11	11		1	1	
Bridge Academy	2	2				
Cambridge	1	1				
Center School	2	2				
Center for Lifelong Learn	1	1				
Childrens Center of Monm.	1	1		2	2	
Collier	1	1		1	1	
CPC Upper	1	1				
East Mountain	0	0		1	1	
Eden	2	2		1	1	
Harbor School	1	1				
Hawkswood School	1	1				
KIVA	0	0		1	0	Minus 1
Lakeview School	1	2	Plus 1			
New Roads Parlin	2	2				
New Roads Somerset	1	1				
Mercer Elementary	1	1				
Mercer High School	3	3				
Middlesex County Acad.	0	0		0	1	Plus 1
Millstone WW/Plainsboro	1	1				
Morris Union Jointure DCL	1	1				
Newgrange School	2	2				
Newmark High School	1	1				
Nuview Academy	0	0		1	1	
Princeton Child Develop Inst.	1	1				
Raritan Valley Academy	0	0		1	1	
Rugby	1	1		1	1	
School for Hidden Intellig.	1	1				
Schroth School	2	2				
Search Day Program	1	1				
UMDNJ	2	2				
Total	45	46		10	10	

II. Home Instruction

No.	School	Grade	Reason	Home Instructor	Date Started	Date Ended
77917	MTHS	12	CST	Ed. Svc. Commission	9/9/2013	
79109	OOD	7	CST	G. Schnitzer	9/9/2013	
85782	WD	4	CST	Price-Labenski	9/9/2013	
85038	OOD	11	CST	Reiff, Lyons, Wolk, Hardt, Drust	9/11/2013	
78609	MTHS	10	Illness	Reiff, Mazur, Di Meola, Ed. Svc. Commission	9/16/2013	
86443	BB	K	CST	Sadik, Ed. Svc. Commission	9/30/2013	
78521	MTHS	12	SUS	Schwartz, Roth, Ongaro, S. Wall	9/30/2013	
77859	MTHS	12	Illness	Princeton Healthcare, Education, Inc.	9/24/2013	
85936	MTHS	12	Admin	M. Hardt, Lyons, Mazur	10/8/2013	
77903	MTHS	12	CST	Ongaro, Pepe, McDonald, Fennessy	10/10/2013	
80974	MTHS	11	SUS	Abruzzese, Basu	11/11/2013	
78774	MTHS	11	504	Dougherty, Francis, Massaro, Abruzzese	10/24/2013	
78140	MTHS	11	504	Sran, Roth, Neues, Romano	10/24/2013	
81159	MTHS	11	Illness	Dougherty, Neues, Drust, Schnitzer, J. Puleio	10/24/2013	
88089	MTHS	9	Illness	Lyons, Kudrak, Riggi	10/29/2013	
83914	WES	5	Illness	Clark	10/29/2013	
88820	MTHS	9	Admin	Reiff, Lyons, C. Pepe, Fennessy	10/30/2013	
85153	OOD	12	CST	Fennessy	11/14/2013	
70506	MTHS	12	Illness	Wetzel, N. Gross	11/26/2013	
87381	MTHS	10	SUS	C. Pepe	12/4/2013	

III. Fire Drills/Lockdown Drills

Applegarth School-----	November 22, 2013
Barclay Brook School -----	November 18, 2013
Brookside School -----	November 15, 2013
Mill Lake School -----	November 1, 2013
Monroe Middle School-----	November 4, 2013
Oak Tree School -----	November 22, 2013
Woodland School -----	November 4, 2013
Monroe High School -----	November 25, 2013

Lockdown

Applegarth School-----	November 26, 2013
Barclay Brook School-----	November 15, 2013
Brookside School -----	November 14, 2013
Mill Lake School -----	November 15, 2013
Monroe Middle School-----	November 18, 2013
Oak Tree School -----	November 14, 2013
Woodland School -----	November 15, 2013
Monroe High School -----	November 14, 2013

IV. Personnel

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

V. BOARD ACTION**A. 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.

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 attached list of requests for Field Trips.****D. It is recommended that the Board approve the attached list of Student Teachers for the 2013-2014 school year.****E. It is recommended that the Board approve the attached list of Student Suspensions for November 2013.****F. It is recommended that the Board approve the research project on the Effect Interactive web-based laboratory tools have on student learning in the Science classrooms for Ryan Parker, High School Biology teacher.**

G. 2013-2014 Violence/Substance Abuse/Estimated Violence/Vandalism Costs for the period 11/13/13-12/18/13:

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
11/18/13	HS	fight	

H. It is recommended that the Board approve the revised job description for Benefits Coordinator.

I. It is recommended that the Board approve the following curriculum for the 2013-2014 school year:

AP 3D Art

J. It is recommended that the Board of Education approve the Agreement between the Monroe Township Board of Education and F.M. and B.M. on behalf of G.M.

K. It is recommended that the Board approve the revision of the attached Policy:

Bylaw 142.1 Nepotism

12. BUSINESS ADMINISTRATOR’S REPORT /RECOMMENDATIONS

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$13,856,257.78 for October 2013 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 2006)

It is recommended that the bills totaling \$8877.02 for October 2013 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

C. 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 October 2013 and November, 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 October and November 2013 Secretary Reports indicate 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).

D. TRANSFER # 2

It is recommended that members of the Board of Education approve Transfer # 2 as presented for fiscal year 2013/2014. A copy is attached hereto.

E. BILL LIST

It is recommended that the bills totaling \$8,282,307.13 for November 2013 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

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

It is recommended that the bills totaling \$95,866.66 for November 2013 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

G. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve Middlesex Regional Educational Services Commission, 1660 Stelton Road, Piscataway, NJ 08854 for BCBA (Board Certified Behavioral Analyst) home services for a student at the Academy Learning Center at a fee of \$125.00 per hour up to four hours per month for the 2013-2014 school year.

2. It is recommended that members of the Board of Education approve Reid Sound to provide theatrical labor at the following rates effective January 1, 2014 to January 1, 2015:

Stagehand	\$40.00 per hour, 6 hour minimum
Audio Engineer	\$45.00 per hour, 10 hour minimum
Lighting Technician	\$45.00 per hour, 10 hour minimum

The rate is unchanged from last year. Please refer to the attached proposal for supplemental information.

3. It is recommended that members of the Board of Education approve Mary Jane Weiss, PH.D., BCA-D, 7 Piedmont Drive, Princeton Junction, NJ 08550 to observe, review of records, report writing, attend meetings and to use as an expert for litigation for the 2013-2014 school year at a fee of \$200.00 per hour.

4. It is recommended that members of the Board of Education approve a One on One Aide for student No. 82596 in conjunction with the already approved placement at Mercer High School for the 2013-2014 school year at a per diem rate of \$195.00.

H. RESOLUTION – REIMBURSEMENT OF BOARD MEMBERS FOR COST OF CRIMINAL HISTORY BACKGROUND CHECK

It is recommended that members of the Monroe Township Board of Education authorize and approve the reimbursement of Board Members for costs related to criminal history background check in accordance with Assembly Bill 444, signed into law on May 26, 2011, and in accordance with P.L. 2011, Chapter 72 and pending Board approval of policy as related to this reimbursement.

I. TRAVEL EXPENDITURE RESOLUTION

WHEREAS, the Monroe Township Board of Education is required pursuant to N.J.S.A. 18:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, 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 had 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:

Board Member	Title of Program	Dates of Program	Transportation Reimbursement	Program Fee
Tom Nothstein	New Board Member Orientation Conference	January 10-12, 2014	Declined by participant	No fee
Michele Arminio	New Board Member Orientation Conference	January 10-12, 2014	Declined by participant	No fee

J. 2014/2015 PRELIMINARY BUDGET CALENDAR

It is recommended that members of the Monroe Township Board of Education approve the attached 2014/2015 Preliminary Budget/School Election Calendar.

K. AMERIHEALTH COBRA ADMINISTRATION

It is recommended that members of the Monroe Township Board of Education acknowledge receipt of and approve the attached agreement entitled, Agreement for Outsourced Employee Benefits Services with Amerihealth to provide Cobra administration effective January 1, 2014 through December 31, 2014.

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

It is recommended that members of the Board of Education extend the unit prices and addendum catalog discounts for the period December 1, 2013 to November 30, 2014 as follows:

General Classroom Supplies to School Specialty Inc. of Appleton, Wisconsin as awarded through the Southern Cooperative bid of 10/10/2013, 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 10/10/2013 #26ESC of Morris County.

Please refer to the attached for supplemental information.

M. TRAVEL EXPENDITURE RESOLUTION

WHEREAS, the Monroe Township Board of Education is required pursuant to N.J.S.A. 18:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, 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 had 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:

Board Member	Title of Program	Date of Program	Program Fee
Marvin Braverman	Governance IV (mandated training)	December 19, 2013	\$100.00

N. HESS ENERGY MARKETING (HEM) ENERGY PROVIDER

It is recommended that members of the Monroe Township Board of Education acknowledge and approve Hess Energy Marketing (HEM) formerly approved as Hess Corporation, as related to the procurement of electric generation for lighting and provided through procurement by Alliance for Competitive Energy Services (ACES). Please refer to the attached notice for supplemental information.

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

Michael C. Gorski, CPA

Prepared by

December 18, 2013

Meeting Date

13. BOARD PRESIDENT'S REPORT

14. OTHER BOARD OF EDUCATION BUSINESS

15. 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 the 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):

Personnel Matters: To receive attorney advice in regards to proposed labor contract with the MTAA

Student Matters: Harassment, Intimidation and Bullying Incidents

Incident No.	Date	School	Student No.
14	10/27/2013	MTMS	82967, 83172
15	11/11/2013	MTMS	86693, 82310
16	11/13/2013	MTMS	79163
17	11/18/2013	HS	78896
18	11/21/2013	HS	84133
19	11/19/2013	HS	78434, 80850
20	11/26/2013	OT	87087
21	11/26/2013	WL	85541
22	11/26/2013	OT	87567

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

16. COLLECTIVE NEGOTIATIONS AGREEMENT BETWEEN MTBOE AND MTAA
17. PUBLIC FORUM*
18. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING

Thursday, January 2, 2014 7:00 p.m. Monroe Township High School

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.

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.