

MONROE TOWNSHIP BOARD OF EDUCATION
423 Buckelew Avenue
Monroe Township, NJ 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, OCTOBER 16, 2013
7:00 P.M.
MONROE TOWNSHIP 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. 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 October 10, 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. WOODLAND ELEMENTARY SCHOOL PRESENTATION

7. PUBLIC FORUM*

8. APPROVAL OF MINUTES

Public Board of Education Meeting, September 25, 2013

Closed Session Meeting, September 25, 2013

9. COMMITTEE REPORTS

10. SUPERINTENDENT'S REPORT/RECOMMENDATIONS**I. ENROLLMENT**

	<u>9/30/13</u>	<u>9/30/12</u>	<u>Difference</u>
Applegarth School	340	286	+54
Barclay Brook School	403	438	-35
Brookside School	482	542	-60
Mill Lake School	391	425	-34
MTMS	1450	1386	+64
Oak Tree School	612	580	+32
Woodland School	494	520	-26
Monroe High School	<u>1972</u>	<u>1900</u>	<u>+72</u>
Total Elementary & Secondary	6144	6077	+67

I. ENROLLMENT (cont'd)

Out of District

<i>School</i>	Monroe			Jamesburg		
	<i>Sept.</i>	<i>Oct.</i>	<i>Difference</i>	<i>Sept.</i>	<i>Oct.</i>	<i>Difference</i>
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				
JFK Johnson Rehab Inst.	0	0		0	0	
KIVA	0	0		1	1	
Lakeview School	1	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				
Midland	0	0		0	0	
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				
Woodcliffe Academy	0	0				
Total	45	45		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	
85782	WD	4	CST	Price-Labenski	9/9/2013	
78560	MTHS	12	Illness	Professional Education Services	9/9/2013	9/13/2013
87288	OTS	2	Illness	Bordieri	9/11/2013	
85038	OOD	11	CST	Wall, Wolk, Hardt, Drust	9/11/2013	
78609	MTHS	10	Illness	Reiff, M. Hardt, Mazur, DiMeola, Ed. Svc. Commission	9/16/2013	
78176	MTHS	12	Illness	Professional Education Services	9/20/2013	9/24/2013
77903	MTHS	12	SUS	C. Pepe	9/26/2013	
80969	MTHS	10	SUS	McDonald, Mazur	9/26/2013	
86443	BB	K	CST	Sadik, Ed. Svc. Commission	9/30/2013	
78176	MTHS	12	SUS	C. Pepe, Chase	9/30/2013	
78521	MTHS	12	SUS	Schwartz, Roth, S. Wall, Ongaro	9/30/2013	
77859	MTHS	12	Illness	Princeton Healthcare	9/24/2013	
86666	MTHS	11	Illness	Rutgers University Behavioral Healthcare	9/20/2013	9/25/2013
83811	OTS	5	Illness	Mordes	9/24/2013	

III. FIRE/LOCKDOWN DRILLS

Applegarth School----- September 20, 2013
 Barclay Brook School ----- September 10, 2013
 Brookside School ----- September 13, 2013
 Mill Lake School ----- September 11, 2013
 Monroe Middle School----- September 18, 2013
 Oak Tree School ----- September 11, 2013
 Woodland School ----- September 18, 2013
 Monroe High School -----September 20, 2013

Lockdown

Applegarth School----- September 25, 2013
 Barclay Brook School-----September 25, 2013
 Brookside School -----September 17, 2013
 Mill Lake School -----September 10, 2013
 Monroe Middle School-----September 25, 2013
 Oak Tree School ----- September 18, 2013
 Woodland School -----September 19, 2013
 Monroe High School -----September 27, 2013

IV. PERSONNEL

The Superintendent will recommend that the Board approve the Personnel Report following discussion in closed 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 September 2013.

F. **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, Substance Abuse and Harassment, Intimidation and Bullying for the 2012-2013 school year is being presented for public review.

G. It is recommended that the Board acknowledge receipt of and attest to the accuracy of the 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.

H. It is recommended that the Board approve a workshop on Logistics of the Evaluation Process and Professional Issues presented by Isabelle Perry for the Speech Therapist on November 5, 2013 for a cost of \$1,750.00.

- I. It is recommended that the Board approve the second and final reading of the following new Policies:

Policy 3144.12	Certification of Tenure Charges – Inefficiency (M)
Policy 3144.3	Suspension Upon Certification of Tenure Charge
Policy 3372	Teaching Staff Member Tenure Acquisition
Policy 3373	Tenure Upon Transfer or Promotion
Policy 3374	Tenure Upon Transfer to an Underperforming School

- J. It is recommended that the Board of Education approve the settlement agreement between the Monroe Township Board of Education and R.F. and S.F. on behalf of A.F.
- K. It is recommended that the Board of Education approve the suspension with pay of employee no. 002012, retroactive to October 1, 2013, pending further action by the Board. The Superintendent of Schools and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action of the Board.
- L. **2013-2014 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** for the period 9/1/13-6/30/14:

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
9/25/13	HS	fight	

11. BUSINESS ADMINISTRATOR'S REPORT /RECOMMENDATIONS

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$7,576,159.80 for August 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 2004)

It is recommended that the bills totaling \$4997.10 for September 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 August 2013, 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 August 2013 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).

D. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve Rutgers University Behavioral Health Care, 671 Hoes Lane, PO Box 1392, Piscataway, NJ 08855-1392 to provide home instruction for the 2013-2014 school year at a rate of \$55.00 per hour. The rate is unchanged from last year.

2. It is recommended that members of the Board of Education approve CNNH (The Center for Neurological and Neurodevelopmental Health) 250 Haddonfield-Berlin Road, Suite 105, Gibbsboro, NJ 08026 for a student Neurological Evaluation completed June 21, 2013 at a fee of \$300.00.

3. It is recommended that members of the Board of Education approve University Medical Center of Princeton at Plainsboro, One Plainsboro Road, Plainsboro, NJ 08536 to provide home instruction to students admitted to the Medical Center for the 2013-2014 school year at a rate of \$65.00 per hour. The rate is unchanged from last year.

4. It is recommended that members of the Board of Education approve Cross County Clinical & Educational Services, Inc. P.O. Box 150, Ringwood, NJ 07456 to provide the following services for the 2013-2014 school year:
Bilingual Child Study Team Evaluations in all languages \$825.00 per evaluation.
Translation/Interpreter Services Minimum of 3 hours a day on site \$100-\$250 per hour.

5. It is recommended that members of the Board of Education approve Bayada Nurses, 1460 Livingston Avenue, Bldg. 400 3rd floor, North Brunswick, NJ 08902 to provide the nursing services for medically fragile students attending out of district schools for the 2013-2014 school year at the following rates:

Hourly rate for RN \$54.50

Hourly rate for LPN \$44.50

The rate is unchanged from last year.

6. It is recommended that members of the Board of Education approve Children's Specialized Hospital, 150 New Providence Road, Mountainside, NJ 07092 to complete neurological evaluations for the 2013-2014 school year at the following fees:

Level 4 \$489.81

Level 5 \$578.41

7. It is recommended that members of the Board of Education approve Energy for America, Inc. (EFA) to provide monthly Professional Engineering Services for Facilities Management Program for the 2013-2014 school year. There is a monthly increase of \$37.00 from the previous year in fees however; the guaranteed amount of savings from participating with this vendor is \$551,621. Please refer to the attached proposal for supplemental information.

8. It is recommended that members of the Monroe Township Board of Education approve and authorize McCabe Environmental Services, L.L.C to conduct asbestos project design and abatement oversight services for the Asbestos Floor Tile and Mastic project planned at the Monroe Township Middle School for the 2013/2014 school year at the following rates:

<u>Service</u>	<u>Unit Cost</u>	<u>Cost</u>
Asbestos Project Designer	\$75.00/Hour	
Abatement Design Specifications		
AutoCAD Drawings		
Air Monitoring Technician	\$720.00/Shift	
On site monitoring of asbestos abatement activities, collection of air samples to laboratory (est. based on 8 hr. day)		
Project Manager	\$75.00/hour	
Data Review and Report Preparation		
Asbestos PCM Air Sample Analysis	\$15.00/Sample	
Asbestos Air Sample TEM	\$95.00/Sample	
Analysis-Final Clearance (12 hr. Turn Around Time)		
NJ DCA 6% Fee for Asbestos Monitoring as per 5:23-8		\$648.00

The total estimated project cost for design and abatement oversight is \$15,098. Please refer to the attached proposal for supplemental information.

E. NJ ARM ASSET & REBATE MANAGEMENT PROGRAM

It is recommended that members of the Monroe Township Board of Education accept and acknowledge the arbitrage rebate reports prepared for by PFM Asset & Rebate Management Program for the School District Bond Series 2004, Bond Series 2006, and Bond Series 2008, whereas, no liabilities existed as of June 30, 2013.

F. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN (CMP) AND ANNUAL MAINTENANCE BUDGET (MI)

It is recommended that members of the Monroe Township 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 (MI); 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 (MI0 for the Monroe Township School District in compliance with Department of Education requirements.

G. CAPITAL RESERVE ACCOUNT MAXIMUM AMOUNT

It is recommended that members of the Monroe Township 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 2013/2014 school year.

CERTIFICATION:

Dr. Kenneth R. Hamilton, Superintendent of Schools

Mr. Michael C. Gorski CPA, Business Administrator

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

Michael C. Gorski, CPA
Prepared by

October 16, 2013
Meeting Date

12. BOARD PRESIDENT’S REPORT

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 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):

- To discuss a personnel matter for employee # 002012.
- To discuss upcoming negotiations with the Monroe Township School Administrators Associations.
- To receive attorney advice regarding a matter of school ethics.
- The Board will receive attorney advice in closed session regarding the appeal by the Monroe Township Cafeteria Association pursuant to Board Policy 9130, Public Complaints and Grievances.
- Student Matters: Harassment, Intimidation, and Bullying Incidents

Incident No.	Date of Incident	School	Student ID
2	10/1/2013	HS	87423
3	10/10/2013	HS	85686

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

Monday, October 21, 2013 4:00 p.m. Monroe Township High School

17. 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.