

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,
MONDAY, APRIL 27, 2015
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. Michele Arminio
Mr. Marvin Braverman
Ms. Jill DeMaio
Mr. Lew Kaufman
Ms. Kathy Kolupanowich
Mr. Thomas Nothstein
Mr. Doug Poye
Mr. Anthony Prezioso
Mr. Steven Riback

JAMESBURG BOARD MEMBER REPRESENTATIVE **

Mr. Robert Czarneski

STUDENT BOARD MEMBERS

Ms. Cori Haider

Mr. Nicholas Tharney

4. STATEMENT

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 April 17, 2015:

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. PUBLIC FORUM***

7. PUBLIC BUDGET HEARING AND FINAL ADOPTION OF THE 2015-2016 SCHOOL BUDGET

8. BOARD DISCUSSION ON ONE-TO-ONE INSTRUCTIONAL INITIATIVE

9. APPROVAL OF MINUTES

Public Board of Education Meeting, February 11, 2015
Closed Session Meeting, February 11, 2015
Special Public Board of Education Meeting, February 12, 2015
Closed Session Meeting, February 12, 2015
Special Public Board of Education Meeting, February 19, 2015
Closed Session Meeting, February 19, 2015

10. COMMITTEE REPORTS

11. SUPERINTENDENT’S REPORT/RECOMMENDATIONS

I. PERSONNEL

- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Patricia Franz**, secretary in the Superintendent’s Office, effective June 30, 2015.
- B. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Patricia Fekete**, Media Specialist at the High School, effective July 1, 2015.
- C. It is recommended that the Board approve a medical leave of absence to **Ms. Georgine Hynes**, Language Arts teacher at MTMS, retroactive to March 23, 2015 through April 10, 2015 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Hynes may be entitled.
- D. It is recommended that the Board approve a medical leave of absence to **Mr. Maria Felice**, paraprofessional at Oak Tree School, retroactive to April 10, 2015 through April 21, 2015 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Felice may be entitled.
- E. It is recommended that the Board approve a modification in the medical leave of absence to **Ms. Marie Christine Tumminello**, bus driver in the Transportation Department retroactive to March 31, 2015 through May 14, 2015 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Tumminello may be entitled.
- F. It is recommended that the Board approve a medical leave of absence to **Ms. Lisa Price-Labenski**, Special Education teacher at Woodland School retroactive to April 21, 2015, through June 5, 2015 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Price-Labenski may be entitled.
- G. It is recommended that the Board approve a medical leave of absence to **Ms. Bonnie Brenner**, Special Education teacher at MTMS effective May 18, 2015, through May 26, 2015 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Brenner may be entitled.

- H. It is recommended that the Board approve an extended medical leave of absence to **Mr. Robert Lempfert**, Night Facilities Staff Supervisor, retroactive to April 13, 2015 through May 5, 2015. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Lempfert may be entitled.
- I. It is recommended that the Board approve a maternity leave of absence to **Ms. Sheree Guglielmi**, Special Education teacher at the High School, effective September 1, 2015 through December 23, 2015 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Guglielmi may be entitled.
- J. It is recommended that the Board approve a maternity leave of absence to **Ms. Jessica McDermott**, teacher of grade 4 at Brookside School, effective September 1, 2015 through December 23, 2015 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. McDermott may be entitled.
- K. It is recommended that the Board approve a maternity leave of absence to **Ms. Jessica Snyder**, School Psychologist at MTMS, effective June 18, 2015 through January 29, 2016 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Snyder may be entitled.
- L. It is recommended that the Board approve a maternity leave of absence to **Ms. Kyleen Laretta**, LDTC at MTMS, effective July 6, 2015 through November 20, 2015 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Laretta may be entitled.
- M. It is recommended that the Board approve a maternity leave of absence to **Ms. Carly Collins**, teacher of grade 3 at Brookside School, effective September 1, 2015 through January 18, 2016, in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Collins may be entitled.
- N. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Katherine Rosso**, teacher of grade 2 at Barclay Brook School, effective May 23, 2015 through June 30, 2015 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Rosso may be entitled.

- O. It is recommended that the Monroe Township Board of Education approve an unpaid intermittent leave of absence for **Ms. Kirti Vyas**, Occupational Therapist at Brookside School, effective retroactively to April 21, 2015 through May 1, 2015 pursuant to the Family and Medical Leave Act, 29 U.S.C. 2601, et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq. Ms. Vyas will utilize her 1.5 family illness days that she has available and the remaining days will be unpaid. The Interim Superintendent of Schools and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action by the Board of Education.
- P. It is recommended that the Monroe Township Board of Education approve a reduced schedule leave of absence for staff member Nancy Mitrocsak, effective May 4, 2015 through July 31, 2015 pursuant to the Family and Medical Leave Act, 29 U.S.C. 2601, et seq. It is further recommended that Ms. Mitrocsak will utilize any remaining sick days, personal days and vacation days she may have available.
- Q. It is recommended that the Board approve a medical leave of absence to employee no. 000267, teacher at MTMS retroactive to April 10, 2015, through April 20, 2015 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which employee no. 000267 may be entitled.
- R. It is recommended that the Board approve the following employees in the Transportation Department for the Saturday Academy at the Middle School retroactive to January 17, 2015 through April 25, 2015 for hours per Saturday charged to the Title I Grant (account no. 20-231-200-100):

Coordinator (\$35.94 hr. for 6 hours)
Geri Sullivan

Substitute Coordinator
Mark Goebel

Bus Drivers hourly step on guide (time and one half)
Maureen Prusakowski
Suzanne Lohman
Regina Martyka
Linda Modzelewski

Substitute Bus Drivers
Cristina Salvador
Michele Britt
Patricia Diaz
Nina Greene
Eunice Fonseca
Patricia Kortlang
Debra LaGola
Cheryl Walus
Kathleen Pietz
Carol Majewski

- S. It is recommended that the Board approve a correction in the following clubs at MTMS. They were previously approved at the non-instructional rate (\$44.85/hr.) and should have been approved at the instructional rate (\$57.85/hr.):

Computer Programming Club
Sewing Club

Donna Montgomery
Michelle Murphy

- T. It is recommended that the Board approve the following certificated staff on the following step on guide:

	Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
1	Michael Fattibene	Brookside/ Woodland	Teacher of physical education	Step 1 BA \$48,992	11-120-100-101-000-020 11-120-100-101-000-030	4/30/15- 6/23/15	Leave replacement
2	Jillian Troutman	Barclay Brook	Teacher grade 2	Step 1BA \$48,992 pro rated	11-120-100-101-000-010	5/27/15- 6/30/15	Extension of contract leave replacement

- U. It is recommended that the Board approve the following non-certificated staff on the following step on guide:

	Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
1	Marie Heitner	Applegarth	Paraprofessional	Step 1 Reg. \$12.71/hr. for 1.5 hours and Spec. Ed \$14.71 + \$1.00 for education degree for 2.25 hrs. for a total of 3.75 hrs./day	11-190-100-106-000-060 11-213-100-101-000-093	4/20/15- 6/30/15	Change in start date
2	Peter Klaskin	HS	Security	Step 2 \$21.85 hr./ for 8 hrs.	11-000-266-100-000-060	4/15/15- 6/23/15	Extension of contract leave replacement
3	Stefanie LaRocca	Oak Tree	Paraprofessional AM grade 1	Step 1 Reg. \$12.71/hr. for 2.5 hours	11-190-100-106-000-060	4/20/15- 6/30/15	Temporary Para Correction in salary guide

4	Maryann Howes	Oak Tree	Paraprofessional AM grade 1	Step 1 Reg. \$12.71/hr. for 2.5 hours	11-190-100-106-000-060	4/26/15-6/30/15 pending criminal history	Temporary Para
5	Thomas Taylor	MTMS	Paraprofessional	Step 3 Spec. Ed. 1.5 hrs./ week for 10 weeks	11-401-100-100-000-098	4/16/15-6/17/15	After school para for club coverage
6	Jennifer Patricolo	MTMS	Paraprofessional	Step 3 Spec. Ed. 1.5 hrs./ week for 10 weeks	11-401-100-100-000-098	4/16/15-6/17/15	After school para for club coverage
7	Lauraine Santoro	MTMS	Chaperone 7 th Grade Dance	2 hours at the non-instructional rate \$44.85	11-212-100-101-000-093	5/1/15	Chaperone
8	Cynthia Kopcha	Oak Tree	Paraprofessional PM grade 1	Step 1 Reg. \$12.71/hr. for 2.5 hours	11-190-100-106-000-060	4/26/15-6/30/15 pending criminal history	Temporary Para

II. BOARD ACTION

- A. It is recommended that the Board approve the previously submitted list of requests for Staff Professional Development.
- B. It is recommended that the Board approve the previously submitted list of requests for Field Trips.
- C. It is recommended that the Board approve the previously submitted list of Student Teachers for the 2014-2015 school year.
- D. It is recommended that the Board of Education approve the suspension with pay of bus driver Kathleen Beyrouy, retroactive to April 14, 2015, pending further action of the Board. The Interim Superintendent and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action of the Board of Education.

- E. It is recommended that the Board approve the previously submitted annual renewal of the AVID Implementation Agreement effective July 1, 2015 through June 30, 2016 for a total amount of \$16,092 which includes AVID District Leadership training; registration for two schools \$7,170; early bird registration for 3 participants for \$2,097 and AVID weekly for \$525.
- F. **2014-2015 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** for the period 4/15/15-4/24/15:

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
4/2/15	HS	assault	n/a

- G. It is recommended that the Board approve the following revised Policies and Regulations for a first reading:

P 0134	Board Self Evaluation
P0135	Use of Social Networking Sites
P 0152	Board Officers
P 3212	Attendance
P 3218	Substance Abuse (M)
R 3218	Substance Abuse (M)
P 4212	Attendance
P 4218	Substance Abuse (M)
R 4218	Substance Abuse (M)
P 5200	Attendance (M)
R 5200	Attendance (M)
P 5460	High School Graduation (M)
P 5465	Early Graduation (M)
P8613	Waiver of Pupil Transportation
P 8630	Bus Driver/Bus Aide Responsibility (M)
R 8630	Bus Driver/Bus Aide Responsibility (M)

12. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

BOARD ACTION

A. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Monroe Township Board of Education approve Joyce Kay as a pianist for the June 2015 MTMS Concert and two practices for a total fee of \$200.00.

B. BILL LIST

It is recommended that the bills totaling \$14,342,684.06 for March 2015 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified.

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 March 31, 2015, 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 March 31, 2015 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. TRANSFER #8

It is recommended that members of the Monroe Township Board of Education approve Transfer #8 for Fiscal Year 2014/2015 as previously submitted.

E. BILL LIST- NEW HIGH SCHOOL (BOND SERIES 2004)

It is recommended that the bills totaling \$15.00 for March 2015 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 \$32,612.96 for March 2015 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

G. BID AWARD – INTERIOR ALTERATIONS – STOP GAP – MONROE TOWNSHIP MIDDLE SCHOOL

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

WHEREAS, on April 17, 2015 the Business Administrator/Board Secretary received and opened bids for Interior Alterations – Stop Gap for Monroe Township Middle School from Apex Enterprises of Union, Inc. in the amount of \$1,914,000, Alexander The Great, Inc. in the amount of \$1,987,000 and H & S Construction & Mechanical, Inc. in the amount of \$2,133,000; and

WHEREAS, the lowest bid, that of Apex Enterprises of Union, Inc., has been reviewed by the Board's staff, counsel and architect, and appears to conform to the Board's specifications in all material respects.

NOW, THEREFORE, BE IT RESOLVED that the contract for Interior Alterations – Stop Gap for Monroe Township Middle School is hereby awarded to Apex Enterprises of Union, Inc., 2254 Corlies Avenue, Neptune City, New Jersey 07753 in the amount of \$1,914,000 in accordance with its Proposal and the Board's specifications.

H. STATE CONTRACT PURCHASES

It is recommended that members of the Monroe Township Board of Education authorize Michael C. Gorski, Business Administrator/Board Secretary and Qualified Purchasing Agent to purchase furniture items for the 2015/2016 school year from the following vendors under their respective NJ State Contract #s:

MANUFACTURER	CONTRACT #
ADELPHIA STEEL	83724, 81606
ARTCO BELL	83733, GP-0169-F04
BRODART	83737, GP-0169-F06
GLOBAL	81713
GRAFCO	GP-0169-F10
INWOOD	81623
KRUEGER	81720
MIDWEST	GP-0169-F20
PARAGON	GP-0169-F21
SICO	GP-0169-F24
USA CAPITOL	GP-0169-F25

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

Michael C. Gorski, CPA

Prepared by

April 27, 2015

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):

- Pending Litigation: Kathleen Kolupanowich v. Anthony Prezioso, Monroe Township Board of Education, Middlesex County, Agency Ref. No. C13-14, OAL Dkt. No. EEC 09925-2014 N.

- **HIB**

Incident No.	Date	School	Student No.
28	4/16/2015	MTMS	83910, 81665

- Personnel: Mill Lake Principal

The discussion conducted in closed session can be disclosed to the public at such time as the need for confidentiality no longer exists.

16. PUBLIC FORUM***

17. NEXT SCHEDULED BOARD OF EDUCATION MEETING

Wednesday, May 13, 2015 7:00 p.m. Monroe Township High School

18. ADJOURNMENT

* 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 recorders, still or movie cameras, or videotape cameras only when notice of such intended use has been given to the Board Secretary one day in advance of the meeting. Any video recording device must be located and operated from inconspicuous locations in the meeting room as determined by the presiding officer of the meeting. The presiding officer may also limit the number of video recording devices if he/she determines the number and position of the video recording devices will be an unnecessary intrusion to the meeting. In this event, preference will be given based on the order in which prior notice requesting to record the meeting was provided to the Board Secretary.

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.

** The Jamesburg Representative shall be eligible to vote on only those matters specifically designated in N.J.S.A 18A:38-8.1, as follows:

- (1) Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district.
- (2) New capital construction to be utilized by sending district pupils.
- (3) Appointment, transfer or removal of teaching staff members providing services to pupils of the sending district, including any teaching staff member who is a member of the receiving district's central administrative staff; and

- (4) Addition or deletion of curricular and extracurricular programs involving pupils of the sending district.

To the extent the Jamesburg Representative inadvertently votes on any other matter, his vote shall not be counted.

*** 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.