

Minutes of the Public Organization Meeting of the Monroe Township Board of Education which was held at the Monroe Township High School on January 5, 2026.

The meeting was called to order by the Board Secretary at 6:15 p.m.

STAFF PRESENT

Dr. Adam Layman, Acting Superintendent of Schools

Ms. Laura Allen, CPA, Business Administrator/Board Secretary

ATTORNEY PRESENT

Mr. Adam Weiss, Busch Law Group

MEMBERS OF THE PUBLIC – 23

CALL TO ORDER

PLEDGE OF ALLEGIANCE

After the Pledge of Allegiance, the Board Secretary read the following 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, and electronic notice provided by having the date, time, and place thereof posted November 28, 2025, and December 23, 2025:

1. At all schools,
2. On the District website at <https://www.monroe.k12.nj.us/>,
3. Home News Tribune,
4. Cranbury Press, and
5. Filed with the Clerk of the Municipality.

Ms. Allen stated that tonight's meeting is a unique board of education meeting where it begins without a Board President as Chair, and as Board Secretary, it is her role to chair the meeting until such time as a successful nomination process for a Board President.

ELECTION RESULTS

Ms. Allen stated that the Election Results have been certified by the Middlesex County Clerk of Elections, a copy has been placed in BoardDocs, and copies are available on the bookcase for the public this evening. A copy of the election results will be maintained with the official set of minutes.

STATUTORY OATH

Ms. Allen administered the Statutory Oath to the following elected Board of Education Members:

Ms. Vanessa Forst

Mr. Eric Marozine

Ms. Kate Rattner

Dr. Amanda Peck, Jamesburg Representative

A copy of the executed Statutory Oaths will be maintained with the official minutes.

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ROLL CALL

BOARD MEMBERS

Ms. Carmen Alvarez
Ms. Gail DiPane
Ms. Vanessa Forst
Mr. Eric Marozine
Dr. Amanda Peck, Jamesburg Representative
Mr. Peter Piro
Ms. Kate Rattner
Ms. Usha Sharma
Mr. Peter Tufano
Mr. Charles Zeichner

ELECTION OF BOARD PRESIDENT

Ms. Allen announced that nominations were in order for the election of Board President.

Mr. Tufano nominated Ms. Rattner for the position of Board President. Mr. Marozine seconded the motion.

Due to personal reasons Ms. Rattner withdrew her nomination.

Ms. Alvarez nominated Ms. DiPane for the position of Board President. Mr. Piro seconded the motion.

Ms. Allen announced that since there were no other nominations, the nominations for the position of Board President were closed.

Ms. DiPane for Board President:

<u>Roll Call:</u>	<u>Vote:</u>
Ms. Carmen Alvarez	Yes
Ms. Gail DiPane	Yes
Ms. Vanessa Forst	Yes
Mr. Eric Marozine	Yes
Dr. Amanda Peck	Yes
Mr. Peter Piro	Yes
Ms. Kate Rattner	Yes
Ms. Usha Sharma	Yes
Mr. Peter Tufano	No
Mr. Charles Zeichner	Yes

Roll call 9-1-0-0-0.

Ms. Allen announced that Ms. DiPane was elected Board President of the Monroe Township Board of Education. As the elected Board President, Ms. DiPane began her role as Chair of the meeting.

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ELECTION OF BOARD VICE PRESIDENT

Ms. DiPane announced that nominations were now open for the election of Vice President of the Board of Education.

Mr. Piro nominated Ms. Alvarez for Vice President. Mr. Zeichner seconded the motion.

Mr. Tufano nominated Mr. Zeichner for Vice President.

Ms. DiPane announced that since there were no other nominations, the nominations for the position of Board Vice President were closed.

Ms. Alvarez for Board Vice President:

<u>Roll Call:</u>	<u>Vote:</u>
Ms. Carmen Alvarez	Yes
Ms. Gail DiPane	Yes
Ms. Vanessa Forst	Yes
Mr. Eric Marozine	Yes
Dr. Amanda Peck	Yes
Mr. Peter Piro	Yes
Ms. Kate Rattner	Yes
Ms. Usha Sharma	Yes
Mr. Peter Tufano	Yes
Mr. Charles Zeichner	Yes

Roll call 10-0-0-0-0. Motion carried.

Ms. DiPane congratulated and welcomed Ms. Rattner back to the Board and Ms. Forst and Mr. Marozine on being instated as members of the Board of Education.

Ms. DiPane reminded the Board that the Monroe Township Board of Education acknowledges statements #4 and #5 on the Code of Ethics as requirements rather than recommendations.

PUBLIC FORUM

Mill Lake students – requested that the Board assist in helping them receive more paper for their school.

CODE OF ETHICS

A motion was made by Ms. Rattner and seconded by Mr. Zeichner that the members of the Monroe Township Board of Education acknowledge receipt of and acceptance of the New Jersey School Boards Association (NJSBA) Code of Ethics. Roll call 10-0-0-0-0. Motion carried.

ORGANIZATIONAL ITEMS

A motion was made by Ms. Rattner and seconded by Ms. Alvarez that the members of the Board of Education accept and approve Organizational Items A-F be approved by consent roll call. Roll call 10-0-0-0-0. Motion carried.

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OTHER BOARD OF EDUCATION BUSINESS

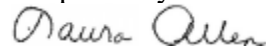
Ms. Rattner thanked the voters for placing their trust in her with her re-election. Ms. Rattner also welcomed Mr. Marozine and Ms. Forst.

Ms. DiPane requested that the members for the Board complete the Committee Preference Sheet and return them this evening.

ADJOURNMENT

A motion was made by Ms. Rattner and seconded by Mr. Tufano that the meeting be adjourned. Motion carried. The public meeting adjourned The public meeting adjourned at 7:39 p.m.

Respectfully submitted,



Laura Allen, CPA

Business Administrator/Board Secretary

The video recording of this meeting of the Monroe Township Board of Education can be found on the district website or <https://monroetv.viebit.com/index.php?folder=Board+of+Education>



Monday, January 5, 2026

MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING

ALL INDIVIDUALS SITTING AT THE BOARD TABLE SHOULD HAVE THEIR PHONES PUT AWAY

**MONROE TOWNSHIP HIGH SCHOOL
200 SCHOOLHOUSE ROAD
MONROE TOWNSHIP, NJ 08831
7:15 P.M.**

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.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Subject	A. PLEDGE OF ALLEGIANCE
Meeting	Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA
Category	2. PLEDGE OF ALLEGIANCE
Type	

3. STATEMENT

Subject	A. STATEMENT
Meeting	Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA
Category	3. STATEMENT
Type	Information

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 and electronic notice provided by having the date, time, and place thereof posted November 28, 2025 and December 23, 2025:

1. At all schools,
2. On the District website at <https://www.monroe.k12.nj.us/>,
3. Home News Tribune,
4. Cranbury Press, and
5. Filed with the Clerk of the Municipality.

4. ELECTION RESULTS

Subject	A. ELECTION RESULTS
Meeting	Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA
Category	4. ELECTION RESULTS
Type	

File Attachments

[Election results General Election November 2025.pdf \(559 KB\)](#)

5. STATUTORY OATH

Subject	A. STATUTORY OATH
Meeting	Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA
Category	5. STATUTORY OATH
Type	

STATUTORY OATH

Ms. Vanessa Forst
 Mr. Eric Marozine
 Ms. Kate Rattner
 Dr. Amanda Peck - Jamesburg Representative

File Attachments

[Blank Oath.pdf \(92 KB\)](#)

6. ROLL CALL

7. ELECTION OF BOARD PRESIDENT

Subject	A. BOARD MEMBERS
Meeting	Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA
Category	7. ELECTION OF BOARD PRESIDENT

Type

Information

Ms. Carmen Alvarez
 Ms. Gail DiPane
 Ms. Vanessa Forst
 Mr. Eric Marozine
 Mr. Peter Piro
 Ms. Kate Rattner
 Ms. Usha Sharma
 Mr. Peter Tufano
 Mr. Charles Zeichner

JAMESBURG BOARD MEMBER REPRESENTATIVE (See Note 2)

Dr. Amanda Peck

STUDENT BOARD MEMBERS

Mr. Aaditya Arora
 Ms. Siyona Patel

8. ELECTION OF BOARD VICE-PRESIDENT**9. PUBLIC FORUM****Subject****A. PUBLIC FORUM (See Note 3)**

Meeting

Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING
 AGENDA

Category

9. PUBLIC FORUM

Type

See Note 3.

10. CODE OF ETHICS**Subject****A. CODE OF ETHICS**

Meeting

Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING
 AGENDA

Category

10. CODE OF ETHICS

Type

It is recommended that members of the Monroe Township Board of Education acknowledge receipt of and acceptance of the New Jersey School Boards Association Code of Ethics.

File Attachments

[School Ethics Act Code of Ethics.pdf \(618 KB\)](#)

11. ORGANIZATIONAL ITEMS**Subject****A. ORGANIZATIONAL ITEMS**

Meeting

Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING
AGENDA

Category 11. ORGANIZATIONAL ITEMS

Type

It is recommended that the members of the Monroe Township Board of Education approve the Organizational Items A-F by consent roll call.

ORGANIZATIONAL ITEMS

A. MEETING DATES

Be It Resolved that the regular meetings of the Board of Education of the Township of Monroe shall be held as per the previously submitted schedule, at which time formal action may be taken.

B. POLICY

Be It Resolved by the Board of Education of the Township of Monroe that all policies of the previous Board are hereby adopted until such time as the Board decides to revise, or otherwise alter policies.

C. DESIGNATION OF BANKS OR DEPOSITORIES

Be It Resolved that the Board of Education designates the following banks or depositories for school district funds:

The Depository Trust Company
State of New Jersey Cash Management Fund
Provident Bank*
US Bank

*Provides most of the banking services.

Be it Further Resolved that the Business Administrator is authorized to establish accounts, and wire transfer funds among the accounts as needed, and approve the payment of bills between Board Meetings only as needed in exigent circumstances, with the Board duly informed and provided with an opportunity to ratify at the next regular meeting.

D. NEWSPAPERS FOR LEGAL ADVERTISEMENTS

Be It Resolved that the Board of Education designates the Cranbury Press or the Home News Tribune, both of which circulate in the school district, as official newspapers for legal advertisement.

E. AUTHORIZED SIGNATORIES

It is recommended that the Monroe Township Board of Education designate the Board President as an Authorized Signatory Board of Education accounts.

F. It is recommended that members of the Monroe Township Board of Education approve the previously submitted contract of The Busch Law Group, 450 Main Street, Metuchen, NJ 08840, as General Counsel to the Board at the rate of \$175 per hour for all attorneys and \$100 per hour for paralegals for the 2025/26 school year. The Board President and the Business Administrator are hereby authorized and directed to take all necessary steps to implement this action of the Board of Education.

File Attachments

[Busch Law Group 25.26.pdf \(298 KB\)](#)

[2026 BOE Mtg Dates.pdf \(115 KB\)](#)

[Bylaws.pdf \(3,546 KB\)](#)

[Policies.pdf \(42,431 KB\)](#)

[Regulations.pdf \(43,890 KB\)](#)

12. OTHER BOARD OF EDUCATION BUSINESS

Subject **A. OTHER BOARD OF EDUCATION BUSINESS**

Meeting	Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA
Category	12. OTHER BOARD OF EDUCATION BUSINESS
Type	

13. THE NEXT BOARD OF EDUCATION MEETING IS TENTATIVELY SCHEDULED FOR JANUARY 21, 2026

14. ADJOURNMENT

Subject	A. NOTES
Meeting	Jan 5, 2026 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA
Category	14. ADJOURNMENT
Type	Action

NOTES

Note 1: 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.

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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.

Note 2: 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.
- (4) Addition or deletion of curricular and extracurricular programs involving pupils of the sending district.
- (5) Any matter directly involving sending district students or programs and services used by them.
- (6) The annual receiving district budget.
- (7) Any collectively-negotiated agreement involving employees who provide services used by sending district students.
- (8) Any individual employee contracts not covered by a collectively-negotiated agreement, if those employees provide or oversee programs or services utilized by sending district students.

(9) Any matter concerning governance of the receiving district board of education, including, but not limited to, the selection of board president and vice-president, approval of board bylaws, and the employment of professionals or consultants such as attorneys, architects, engineers, or others who provide services to the receiving district board of education.

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

Note 3: 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.