

Minutes of the Public Board of Education meeting held on September 25, 2013 at the Monroe Township High School.

The meeting was called to order by Board President Kathy Kolupanowich at 7:00 p.m.

ATTENDANCE

BOARD MEMBERS PRESENT

Ms. Kathy Kolupanowich, Board President

Mr. Ira Tessler, Vice President

Ms. Amy Antelis

Mr. Ken Chiarella

Mr. Lew Kaufman

Mr. Lou Masters

Mr. Doug Poye

Mr. Anthony Prezioso

BOARD MEMBERS ABSENT

Mr. Marvin Braverman

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Mr. Robert Czarneski

STUDENT BOARD MEMBERS PRESENT

Ms. Cori Haider

Ms. Francesca Speranza

STAFF PRESENT

Dr. Kenneth R. Hamilton, Superintendent of Schools

Mr. Michael C. Gorski, CPA, Business Administrator/Board Secretary

Dr. Jeff Gorman, Assistant Superintendent of Schools

MEMBERS OF THE PUBLIC – 79

After the Pledge of Allegiance and roll call, the Board President 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 by having the date; time and place thereof posted September 19, 2013:

1. At all Schools,
2. Home News Tribune,
3. Cranbury Press, and
4. Filed with the Clerk of the Municipality.

STUDENT BOARD MEMBERS' REPORT-

Ms. Haider reported that on September 26th there is a Senior Parent Information Session scheduled in the Performing Arts Center at 6:30 p.m., the College Fair will take place on October 3rd at 6:30 p.m. in the Media Center. Ms. Speranza added that the Homecoming Football Game and festivities will take place on Friday, October 4th and there is a SAT test scheduled for October 5th.

VIDEO DISTRIBUTION PROPOSAL-

Mr. Reggie Washington, Director of Information Systems presented a proposal for a Video Distribution and Storage System for the High School. The system would provide the capability for video productions that are produced to be distributed anywhere in the building. One of the many features of this system is that it would allow the network to broadcast all types of information into each of the 95 classrooms simultaneously. The proposed \$113,000 system would be paid for by using funds from the Bond Referendum.

A motion was made by Ms. Antelis and seconded by Mr. Kaufman to adopt the Video Distribution System Proposal by consent roll call. Roll Call 9-0-0-1. Motion Carried.

STUDENT / ATHLETE ACKNOWLEDGMENT-

Players from the Monroe Township Boys Varsity Soccer Team were acknowledged as Dr. Hamilton read an email he received from the team photographer of the recent Monroe Township vs. South Brunswick soccer game. The team was commended on the sportsmanship in which they displayed during an injury of the opposing team that occurred in the game. Dr. Hamilton added how proud he was of them on how well they represented their school and community.

PRESENTATION – STUDENT ACHIEVEMENT

Dr. Hamilton stated that the results that Dr. Gorman is about to display are a direct reflection of the commitment of district staff that followed the district's vision and mission statement. Dr. Gorman presented a power point presentation using the data recently received from the HSPA, SAT and NJASK results. The results from NJASK (grades 3rd through 8th) showed a significant gain in both Language Arts Literacy and Mathematics. The SAT results showed that the Average Reading Score rose 19 points, the Average Mathematics Score rose 14 points and the Average Writing Score rose 10 points. It was noted that there was an increase of 56 participants who took Advanced Placements Test. Dr. Hamilton added that results from the AVID Program show that 40% of the students enrolled in the AVID Program are currently enrolled in AP or Honors Level classes.

2014-2015 BUDGET PHILOSOPHY DEVELOPMENT – BOARD DISCUSSION

Mr. Gorski, Dr. Hamilton and members of the Board of Education viewed a slide presentation of the Budget Philosophy Development. The slides included an illustration of projected enrollment cost, budget growth, budget considerations and priorities, and administrations recommendations. After viewing the presentation and listening to the commentary provided by both Mr. Gorski and Dr. Hamilton, the consensus of the board agreed with the recommendations made by administration. Some Board Members requested that a focus be made on examining the enrollment and costs associated with extracurricular and co-curricular activities. A copy of the slide presentation is attached to the official minutes. A motion was made by Ms. Amy Antelis and seconded by Mr. Masters that the members of the Monroe Township Board of Education accept the administrations recommendations to: Dedicate 2.5 million of bond surplus for tax relief, Construction projects specifically the Stop Gap Construction Renovations generating classrooms to address overcrowding and related design costs, Monroe Township Middle School Instructional Roof Replacement Design Costs, Transportation needs to replace and purchase 4 buses and 5 vans, continuing to service

Special Education with expansion of a child study team and staying within the constrictive State Budget Cap be approve by consent roll call. Roll Call 9-0-0-1. Motion Carried.

PUBLIC FORUM

Caren Castaldo 4 Cypress Point Lane – thanked Dr. Hamilton, Dr. Gorman and Mr. Gorski for the excellent presentations this evening. Ms. Castaldo expressed her gratitude to the soccer coaches, Coach MacKenzie, Coach Schultz and Coach Yannone for their support as role models of the Boys Varsity Soccer Team and the contributions of the entire district staff who contribute in developing the whole student.

Deborah Schneider 8 Regal Court- inquired as to the most expensive field trip listed on this evening's agenda. Dr. Hamilton answered \$800. Ms. Schneider also inquired as to what the Employee Assistance Plan is. Mr. Gorski explain that the Employee Assistance Program allows for 24/7 365 days access for staff to seek counseling for psychological and counseling services. The plan also allows for administration referrals to help with conflict issues which can save on legal costs. Problems dealing with stress, family issues and alcohol/ drug addictions are some of the services they offer. Mr. Gorski added that having this type of plan helps save on the districts insurance plan.

Bob Zeglarski 162 Tournament Drive- read a proposal to help alleviate the financial burden of the fees associated with student growth due to the increased housing developments. Mr. Zeglarski's proposal was related to the Township's sewer connection hook- up fees and possible shared services with the Board of Education.

Mike Buono 38 Crenshaw Court- stressed his concerns regarding the amount of children anticipated from the proposed developments. Mr. Buono would like to know where the Board of Education plans to put the students. Mr. Buono suggested the Board attend the Planning Board Meeting scheduled for September 26, 2013.

Robert Roche 18 Muirfield Blvd. – stated that he felt the number used in the Budget Philosophy Development presentation for the Budget Consideration for Increase Enrollment seems understated. Mr. Gorski explained that the enrollment number that was used was based upon a three year trend line using ASSA Data. Enrollment has gone up approximately 200 students a year in the past three years.

Steven Riback 23 Riveria Drive - complimented Mr. Gorski on his report on facilities. Mr. Riaback stated that there is a Planning Board Meeting scheduled for tomorrow night and asked the Board to attend and join forces and explain that the Board's focus should be on educating the students not trying to find the place to accommodate more students.

Michele Arminio 9 Nathaniel Street – asked if the district needs to apply for the ROD Grants and can the district be denied. Mr. Gorski explained that the ROD Grant applications have been submitted and it is highly unlikely that they will be denied. Ms. Arminio inquired as to the age of the busses that need to be replaced. Mr. Gorski answered that they preceded 2001.

Tom Nothstein 15 Nathaniel Street – in regards to the Budget Philosophy Development, Mr. Nothstein questioned if there is 2.9 million of bond surplus remaining why is 2.5 million listed on the Administrations Recommendations. Mr. Gorski explained that it is his and Dr. Hamilton's recommendation to appropriate 2.5 million of the 2.9 million to tax relief. After tonight's approval for the \$113,000 Video System that would leave approximately \$300,000 for any unforeseen circumstance that may develop with a new school.

Maryann Lester 44 Avenue I- inquired if the Board has a projection of the new union contract costs. Ms. Kolupanowich explained that the Board is not allowed to speak about negotiations.

Chrissy Skurbe 8 Seminole Court- questioned the number of students that are not residents and how long they can be under contract and be allowed to be in our schools. Dr. Hamilton answered 10 students and the district has a policy which governs the length of time, which he believes to be within the calendar year.

APPROVAL OF MINUTES

A motion was made by Mr. Chiarella and seconded by Mr. Masters to approve the minutes for the Special Public Board of Education Meeting held on August 24, 2013. Motion Carried with Ms. Antelis and Mr. Kaufman abstaining.

A motion was made by Mr. Chiarella and seconded by Mr. Masters to approve the minutes for the Public Board of Education Meeting held on September 11, 2013. Motion Carried.

A motion was made by Mr. Chiarella and seconded by Mr. Masters to approve the minutes for the Closed Session Board of Education Meeting held on September 11, 2013. Motion Carried.

COMMITTEE REPORTS

None

SUPERINTENDENT'S REPORT/RECOMMENDATIONS

Dr. Hamilton announced that he has been invited to be a Guest speaker at the Synagogue in Concordia to speak about the Violence in America. Dr. Hamilton also reported that District Administrators just completed two full days of training on Coaching through Results through the Learning Forward Program.

A motion was made by Mr. Chiarella and seconded by Mr. Masters that Personnel Items (A- O) be approved by consent roll call. Roll Call 9 - 0 - 0 - 1. Motion Carried. A copy of the Personnel Section of the Superintendent's Report is attached to the official set of minutes.

BOARD ACTION

A motion was made by Mr. Chiarella and seconded by Mr. Masters that Board Action Items (A - H) be approved by consent roll call. Roll Call 9 - 0 - 0 - 1. Motion Carried with Ms. Antelis recusing on Item C. A copy of the Board Action Section of the Superintendent's Report is attached to the official set of minutes.

BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

A motion was made by Mr. Chiarella and seconded by Mr. Masters that Board Action Items (A - F) be approved by consent roll call. Roll Call 9 - 0 - 0 - 1. Motion Carried. A copy of the Board Action section of the Business Administrator's Report is attached to the official set of minutes.

BOARD PRESIDENT'S REPORT

Ms. Kolupanowich reported that the Board has recently received the preliminary demographer's report. It has been decided to wait until the enrollment figures from the October 15, 2013 state report are in and have been incorporated into the report before seeking Board approval. Once the revised report has been received and approved by the Board the AD Hoc Committee on Growth and Facilities will reconvene. Ms. Kolupanowich suggested that anyone wishing to join the AD Hoc Committee should contact the Board Office.

OTHER BOARD OF EDUCATION BUSINESS

Mr. Chiarella reported that this upcoming weekend the Historic Preservation Commission is hosting an Old Time Baseball Game at Dey Farm which is opened to the public. On October 5, 2013 the Environmental Commission will be hosting a Green Fair at Oak Tree Elementary School.

Ms. Antelis reported that she contacted Gwen Thorton from New Jersey School Boards in regards to the Board hosting a Candidates Night. Ms. Antelis was informed that if an outside group such as the League of Woman Voters or P.T.A/ P.T.O moderated and funded the event it could be done in our school.

Mr. Kaufman requested an update on the Township's Planning Board Subcommittee for new development. Mr. Poye recapped what he previously reported at the August 21, 2013 Board of Education Meeting.

Mr. Poye asked Ms. Lordi, Board Attorney about the outcome of her research into the possibility of having a Candidates Night in the High School. Ms. Lordi suggested that she and the board have a discussion on how the arrangements for such should be structured.

Mr. Poye reported that he and Ms. Antelis attended a meeting with Senator Greenstein along with a few board members from the surrounding area. The meeting was sponsored by New Jersey School Boards Association and provided the opportunity to give Senator Greenstein information and relay concerns such as the mandates from the state that school districts are faced with, the School Performance Report and the inaccuracies within that report. Ms. Antelis added that Senator Greenstein suggested that a committee be formed to testify in Trenton about some of the issues that were raised. Mr. Czarneski added that he had met with the Senator at a previous meeting where he stressed the underfunding of the schools and the formula used for state funding is unfair. An Oct 2, 2013 meeting is planned with three state legislatures which he plans on attending to address his concerns and other issues that were raised during this evenings meeting.

Mr. Tessler encouraged the other Board Members to attend the Planning Board Meeting scheduled for tomorrow.

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

Incident No.	Date of Incident	School	Student ID
1	09/12/13	Oak Tree	86083

- Personnel Matter: Employee # 002715
- Personnel Matter: Employee # 001060
- Personnel Matter: Level 3 Grievances

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

A motion was made by Mr. Chiarella and seconded by Mr. Kaufman that the members of the Board of Education go into closed session. Motion Carried.

Adjourned to Closed Session at 9:21 p.m.

Returned to Public Meeting at 11:15 p.m.

A motion was made by Mr. Chiarella and seconded by Ms. Antelis that the members of the Board of Education approve the following resolution:

It is recommended that the Board of Education hereby denied the Level 3 Grievance regarding MTHS Staff dated September 11, 2013. The Superintendent of Schools and the Board's Business administrator/Board Secretary are authorized to take all steps necessary to implement this action of the Board of Education. Motion Carried.

A motion was made by Mr. Chiarella and seconded by Mr. Czarneski that the members of the Board of Education approve the following resolution:

It is recommended that the Board of Education hereby denied the Level 3 Grievance regarding Employee Number 001909 dated September 11, 2013. The Superintendent of Schools and the Board's Business Administrator/Board Secretary are authorized to take all steps necessary to implement this action of the Board of Education. Motion Carried.

A motion was made by Mr. Chiarella and seconded by Ms. Antelis that the members of the Board of Education approve the following resolution:

It is recommended that the Board of Education approve the previously submitted Agreement between the Board, the Monroe Township Education Association and employee no. 001060. The Board President, the Superintendent of Schools and the Business Administrator/ Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Agreement. Motion Carried.

A motion was made by Mr. Chiarella and seconded by Ms. Antelis that the members of the Board of Education approve the following resolution:

It is recommended that the Board of Education approve the termination of employee no. 002715 effective immediately based on job abandonment. Motion Carried.

Public Forum-

Steven Riaback 23 Riveria Drive – wanted to clarify that when he spoke earlier about the high density of construction in the town that the Board should be concerned about he didn't mean that the Board shouldn't focus on education.

Maryann Lester 44 Avenue I – asked if the Board can revise the Agenda to make the first item Unfinished Business so the public doesn't have to wait for answers to questions that were asked at the previous meeting. Ms. Kolupanowich answered that there is a format that must be followed as stated in the policy. Dr. Hamilton added that a member of the public may OPRA the information if they do not wish to wait until the next meeting for the answer.

Joyce Sweeney 18 Tanglewood Place – a recent retired Secretary for the district, said it has been a pleasure and she has enjoyed working with members of the Board of Education and Ms. Lordi for the last several years. Ms. Sweeney wished the Board well. Ms. Kolupanowich wished her luck with her future endeavors.

Chrissy Skurbe 8 Seminole Court – stated that on October 23, 2013 the PTO/PTA's will be sponsoring a Candidates Night which is being moderated by the League of Woman Voters. Ms. Skurbe asked if it can be video- taped and placed on channel 28. Ms. Kolupanowich answered that she will have the answer for that question at the next meeting as the Board needs to have a discussion regarding that matter.

Michele Arminio 9 Nathaniel Street – asked to have the closed session items disclosed. Ms. Lordi, answered that two of the items were revealed in resolutions that were just passed and when the need for confidentially no longer exist the other matters can be made public.

Joyce Sweeney 18 Tanglewood – inquired if the Food Service Director salary is split by Metz Culinary Management as it was with past vendors. Mr. Gorski answered no, Nancy Mitrocsak, District Food Service Director is an employee solely of the Monroe Township Board of Education. There is an agreement with Middlesex Regional Education Services Commission whereas Nancy oversees the provision of meals at the Academy Learning Center. In the past there were shared services with Jamesburg. Ms. Sweeney stated that past administration listed the Closed Session Item prior to the Superintendent's Report. Ms. Sweeney asked why it was changed on the Agenda and if the Board votes on Personnel items before they retire into closed session why can't they be a part of the agenda that everyone sees.

ADJOURNMENT

A motion was made by Mr. Kaufman and seconded by Mr. Masters that the meeting be adjourned. Motion Carried Unanimously. The public meeting adjourned at 11:31 p.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be "M. Lordi", written in a cursive style.

Michael C. Gorski, CPA

Business Administrator/Board Secretary

**OFFICE OF THE SUPERINTENDENT
MONROE TOWNSHIP SCHOOLS**

TO: Monroe Township Board of Education

FROM: Dr. Kenneth R. Hamilton, Superintendent of Schools

RE: Addendum to Superintendent's Report For September 25, 2013

DATE: September 25, 2013

II. BOARD ACTION

- I. It is recommended that the Board of Education hereby denied the Level 3 Grievance regarding MTHS Staff dated September 11, 2013. The Superintendent of Schools and the Board's Business Administrator/Board Secretary are authorized to take all steps necessary to implement this action of the Board of Education.
- J. It is recommended that the Board of Education hereby denied the Level 3 Grievance regarding Employee Number 1909 dated September 11, 2013. The Superintendent of Schools and the Board's Business Administrator/Board Secretary are authorized to take all steps necessary to implement this action of the Board of Education.
- K. It is recommended that the Board of Education approve the termination of employee no. 2715 effective immediately based on job abandonment.
- L. It is recommended that the Board of Education approve the previously submitted Agreement between the Board, the Monroe Township Education Association and employee no. 1060. The Board President, the Superintendent of Schools and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Agreement.

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, SEPTEMBER 25, 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 September 19, 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. VIDEO DISTRIBUTION PROPOSAL

7. PRESENTATION - STUDENT ACHIEVEMENT

8. 2014/2015 BUDGET PHILOSOPHY DEVELOPMENT – BOARD DISCUSSION

9. PUBLIC FORUM*

10. APPROVAL OF MINUTES

Special Public Board of Education Meeting, August 24, 2013

Public Board of Education Meeting, September 11, 2013

Closed Session Meeting, September 11, 2013

11. COMMITTEE REPORTS

12. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

I. **Personnel**

- A. It is recommended that the Board accept the resignation of **Ms. Michelle Simone**, secretary at the High School, effective October 2, 2013.
- B. It is recommended that the Board accept the resignation of **Ms. Lauraine Santoro**, paraprofessional at Barclay Brook School, retroactive to September 1, 2013.
- C. It is recommended that the Board approve a medical leave of absence to **Ms. Karen Zambor**, paraprofessional in the Transportation Department, effective September 9, 2013 pending further action of the Board 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, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Zambor may be entitled.
- D. It is recommended that the Board approve a medical leave of absence to **Ms. Dawn Krempecki**, Bus Driver in the Transportation Department, effective September 16, 2013 through October 9, 2013 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, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Krempecki may be entitled.
- E. It is recommended that the Board approve the return to work of **Mr. Barry Korsak**, maintenance mechanic for the District, effective September 23, 2013.

- F. It is recommended that the Board approve the correction in the following advisor positions at the High School for the 2013-2014 school year:

Jazz Dance Team	Astin Williams & Beth Wolk (50% split)	\$2812
Jazz Ensemble	Martin Griffin	\$2395

- G. It is recommended that the Board approve the following personnel for salary guide changes retroactive to September 1, 2013:

Samantha McCloud	Step 9MA
Karen Earl	Step 7 MA
Martin Griffin	Step 11 BA+15
Larissa Miller	Step 6 MA
Patricia Regan	Step 7 MA
Doreen Mullarney	Step 11 MA+30
Kimberly Lowden	Step 6 MA
Thomas Donovan	Step 4 MA+30
Carly Collins	Step 7 BA+15
Bhu Calapatti	Step 10A MA+30
Patricia Lewis	Step 5 MA

- H. It is recommended that the Board approve the following personnel for the After School Basic Skills program effective October 2013 to May 2014 for \$77.56 per session (pending student enrollment) (account no. 11230100101000093):

Applegarth

Teachers

Matthew Gorham
Deborah Deboer

Oak Tree

Teachers

John Gleason - LAL Lead
Amanda Koekemoer – Math Lead
Amanda McGarry – Math
Amandalee Fretz – LAL
Kathryn Luberecki – LAL

Paraprofessionals

Norma Doyle – 2 days
Rosina Vento – 2 days

Substitutes

Benjamin Howroyd – Teacher
Wendy Blank – Paraprofessional
Amanda McGarry – Lead Teacher

Brookside

Teachers/Substitute Teachers

Jaclynn Merlette (Lead Teacher)
Theresa Anthony
Michelle Ballard
Kimberly Bertini (Substitute Lead Teacher)
Kristin Brown
Danielle Cocuzza
Carly Collins
Marisol Cruz
Deborah DeBoer
Angel Decker
Carol Devito
Christine Duane
Dale Harris
Sarah Levine
Abbe Lustgarten
Diana Mazurek (Substitute Lead Teacher)
Jessica McDermott
Beth Nagle
Courtney Pepe
Nanci Quarino
Ann Ratcliffe
Gina Robinson
Lisa Varacallo
Scott Wall

Paraprofessionals

Karen Chu

Substitute Paraprofessionals

Donna Cianchetta
Patricia Manziano

Woodland

Teachers/Substitute Teachers

Sarah Perrella (Lead Teacher)
Trisha Abrams
Michelle Ballard
Allison Brunotte
Jonathan Carlin
Ciccarella Olimpia
Kathleen Czizik
Deborah DeBoer
Jennifer DeLellis

Andrea Forlenza
Carol Ann Gigliello
Matthew Gorham
Lisa Guiral
Susan Huey-Colucci
Lisa Labenski
Abbe Lustgarten
Audrey Mahler
Natalie Michael
Susan Nowachek
Courtney Pepe
Nicholas Reinhold (Substitute Lead Teacher)
Lisa Russolese
Tricia Rutherford
Erika Sommerhalter
Maura Towne
Scott Wall

Paraprofessional

Renee Zappone

Substitute Paraprofessional

Mary Lowndes

- I. It is recommended that the Board approve the following Chaperones for the Grade 6 Halloween Dance on October 18, 2013 for two hours:

Teachers at non-instructional rate (44.85/hr)

Pauline Amabile
Casey Baldini
Misty Corbisiero
Ryan Fiore
Nancy Markwell
Lindsay Murt
Sam Schneider
Bernice Schultz
Cheryl Whinna

Nurses at instructional rate (\$54.85)

Deborah Dowd

- J. It is recommended that the Board approve the following After School Basic Skills teachers at MTMS for 1.5 hours per session at the Basic Skills hourly rate of \$77.56:

Teachers

Pauline Amabile	Stacy Levier
Erin Berry	Caitlin Lisi
Laurie Budrewicz	Melissa Lordi
Natalie Burd	Lindsay Ostroski
Anju Chawla	Laurie Pike
Irene Curran	Patricia Smith
Dina Dale	Maria Steffero
Laura Frankfurt	Laura Schreuders
Dawn Graziano	Patricia Van Gorden
Adele Hughes	Nicole Wilensky
Kyleen Laurretta	Kristie Zimmerman
Katie Lederman	Katherine Doll

Substitute Teachers

Casey Baldini
Bart Mix

- K. It is recommended that the Board approve the following personnel for Technology Resource for the 2013-2014 school year at an annual stipend of \$1182:

Brookside School

Jaclynn Merlette (50%)
Diana Mazurek (50%)

- L. It is recommended that the Board approve the following personnel as substitutes in the After School Tag Program for the 2013-2014 school year:

Middle School

Fran Balint
Susan Pace
Sharon Rusnak –

Oak Tree School

Amanda McGarry
Ben Howroyd
Bernadette Chin
Stephanie Chin

Applegarth Elementary Schools

Bernadette Chin
Stephanie Chin

Brookside School

Beth Nagle

Jessica McDermott

Victoria DeCarlo

Mill Lake School

Tamar Lopez

Jody Heyl

Barclay Brook School

Kathy Pedersen

- M. It is recommended that the Board approve the following non certificated personnel on the following Step on guide:

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Manal Manhary	Mill Lake	Spec. Ed Para	Step 6A Spec. Ed. \$15.70 + toileting \$1.00 6.75/hr date	11-215-100-106-000-093	9/1/13-6/30/14	Correction in step on guide
Caitlin Hoskins	MTMS	Spec. Ed. Para	Step 1 Spec. Ed. \$13.52 +\$1.00/hr for degree	11-212-100-106-000-093	9/1/13-6/30/14	Modification in contract
Anthony Spirito	Transportation	Bus Para	Step 1 Spec. Ed. \$12.52 2.0hrs/day	11-000-270-108	9/6/13-6/30/14	New position
Karley Rose Nesby	Transportation	Bus Para	Step 1 Spec. Ed. \$12.52 2.0hrs/day	11-000-270-108	9/6/13-6/30/14	New position

- N. 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
Jodi Rosmarin	HS	Family Consumer Science	Step 1 MA \$48,568+\$3450	11-140-100-101-000-070	9/30/13-6/30/14	Resignation replacement tenure track
Brooke Yudell	HS	Guidance	Step 9 MA+30 \$65,213+\$4350	11-000-218-104-000-098	Retroactive 9/1/13-6/30/14	Correction of step on guide

Kelli Faviano	Woodland/Barclay Brook	Speech and Language Specialist	Step 1 MA \$48,568+\$3450 120%	11-000-216-100-000-098	9/18/13-6/30/14	Resignation replacement 74% tenure track (increase in contract- originally approved 46% leave replacement)
Ben Howroyd	Oak Tree	After School Tag grade 2	\$77.56 session	11-120-100-101-000-060	2013-2014 school year	After School TAG
Charlene Lombard	Mill Lake	Physical Education	103% of contract	11-120-100-101-000-040	9/1/13-6/30/14	Increase in hours
Mary Howroyd	MTMS	Teacher of Special Education	Additional 17% of contract	11-213-100-101-000-093	9/26/13-1/31/14	IEP required
Rochelle Kapel	MTMS	Teacher of Special Education	Additional 17% of contract	11-213-100-101-000-093	2/3/14-6/30/14	IEP required
Denise DiMeola	HS	Teacher of Special Education	Additional 17% of contract	11-213-100-101-000-093	9/1/13-6/30/14	Additional teaching section
Anthony Figliano	Oak Tree/Applegarth	Teacher of Music	Step 1 MA \$48,568 + \$3450 pro rated	11-120-100-101-000-060	9/1/13-4/4/14	Correction in guide to reflect master's degree (leave replacement)
Kelly Roselle	District	Language Arts Supervisor			9/30/13-6/30/14	Change of start date

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

Certificated

Debra Manaro
Dana Armstrong
Jackie Gibbons
Joanndeliz Cuberto
Lisa Knott
Stefanio Russo
Sarrah Canos

Substitute Teacher
Substitute Teacher
Substitute Teacher
Substitute Teacher
Substitute Teacher
Substitute Teacher
Substitute Teacher

Non- Certificated

Kathy Antonicelli

Substitute Secretary

II. 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. 2012-2013 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>
9/10/13	HS	substance abuse	n/a
9/16/13	HS	fight	n/a

F. It is recommended that the Board approve the first 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

G. It is recommended that the Board approve the revision/re-adoption of the following Policies and Regulations:

Policy 4124	Employment Contract
Policy 5512	Harassment, Intimidation, and Bullying
Reg. 5512	Harassment, Intimidation, or Bullying Investigation Procedures
Policy 5111	Eligibility of Resident/Nonresident Pupils
Regulation 5111	Eligibility of Resident/Nonresident Pupils
Policy 7100	Long-Range Facilities Planning
Regulation 7100	Long-Range Facilities Planning
Policy 7101	Educational Adequacy of Capital Projects
Regulation 7101	Educational Adequacy of Capital Projects
Policy 7230	Gifts, Grants, and Donations
Regulation 7230	Gifts, Grants, and Donations

H. It is recommended that the Board approve the following curriculum for the 2013-2014:

Creative Writing
Spanish 1A
Speech-Language
Introduction to Public Speaking/Modes of Writing
Journalism II
School Library Program

13. BUSINESS ADMINISTRATOR'S REPORT /RECOMMENDATIONS

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$5,583,485.58 for July 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. 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 July 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 July 2013 Secretary's Report indicates that no line item account in accordance with N.J.A.C.6A:23-2.11(a).

C. TRANSFER #1

It is recommended that members of the Board of Education approve Transfer # 1 as presented for fiscal year 2013/2014. A copy is attached hereto.

D. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve Professional Education Services, Inc. 34 S. Delsea Drive, Suite 1, Glassboro, NJ 08028 to provide home instruction to students admitted into a hospital or treatment center at a rate of \$53.87 per hour for the 2013/2014 school year. The rate is unchanged from last year.

2. It is recommended that members of the Board of Education approve Mary Flynn of Peaceful Pathways, LLC, 2317 Huckleberry Road, Manchester, NJ 08759 to give Yoga classes to the special education students at the High School at a fee of \$150.00 per 90 minute class for a total of 4 classes for the 2013-2014 school year.

3. It is recommended that members of the Board of Education approve Rutgers University Behavioral Health Care (formally UMDNJ), 671 Hoes Lane, PO Box 1392, Piscataway, NJ 0885-1392 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.

E. EMPLOYEE ASSISTANCE PROGRAM PLAN AGREEMENT

It is recommended that members of the Board of Education approve the Employee Assistance Program Plan Agreement between Saint Barnabas Management Services and the Monroe Township Board of Education for the period commencing October 1, 2013 and until September 30, 2014 for a fee of \$24,888.50 which will be made in quarterly payments. Please refer to the attached agreement for specific details. This fee is unchanged from the previous year.

F. BID AWARD - FOOD SERVICE TRUCK

WHEREAS, on September 19, 2013 the Business Administrator/Board Secretary received and opened a single bid for a Step Van Food Service Truck from Gabrielli Kenworth of NJ, LLC in the amount of \$63,480.00; and

WHEREAS, Gabrielli's bid appears to conform to the Board's specifications and has been reviewed by counsel;

NOW, THEREFORE, BE IT RESOLVED that the contract for Step Van Food Service Truck is hereby awarded to Gabrielli Kenworth of NJ, LLC, 2306 Route 130 North, Dayton, NJ 08810, in the amount of \$63,480.00, in accordance with its Proposal and the Board's specifications.

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

Michael C. Gorski, CPA
Prepared by

September 25, 2013
Meeting Date

14. BOARD PRESIDENT'S REPORT

15. OTHER BOARD OF EDUCATION BUSINESS16. 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: Level 3 grievances
- Personnel: Employee No. 002715
- Personnel: Employee No. 001060
- Student Matters: Harassment, Intimidation, and Bullying Incidents

Incident No.	Date of Incident	School	Student ID
1	9/12/13	Oak Tree	86083

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

17. PUBLIC FORUM*18. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING

Wednesday, October 16, 2013 7:00 p.m. - at 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.

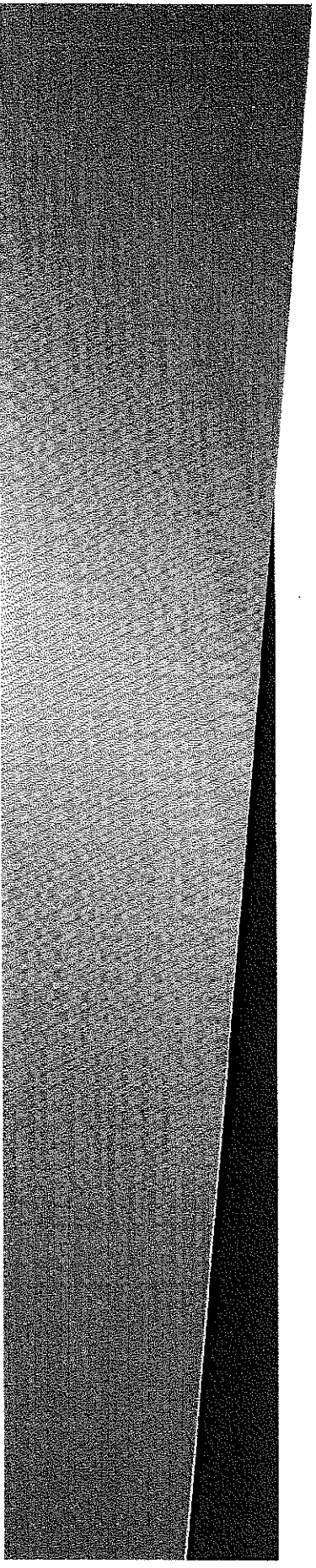
The discussion conducted in closed session can be disclosed to the public at such time as the matters have been resolved.

MONROE TOWNSHIP SCHOOL DISTRICT

DEVELOPMENT OF A BUDGET PHILOSOPHY

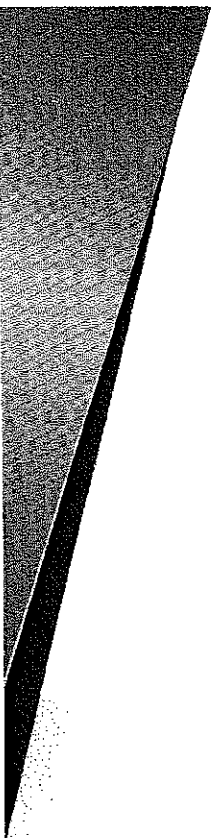
FOR FISCAL YEAR 2014-2015

DR. KENNETH R. HAMILTON, SUPERINTENDENT OF SCHOOLS
MR. MICHAEL C. GORSKI, CPA BUSINESS ADMINISTRATOR/BOARD SECRETARY
DR. JEFF GORMAN, ASSISTANT SUPERINTENDENT



MONROE TOWNSHIP BOARD OF EDUCATION

- ▶ KATHY KOLUPANOWICH, BOARD PRESIDENT
- ▶ IRA TESSLER, BOARD VICE PRESIDENT
- ▶ AMY ANTELIS, FINANCE CHAIR
- ▶ MARVIN BRAVERMAN
- ▶ KEN CHIARELLA
- ▶ LEW KAUFMAN
- ▶ LOUIS MASTERS
- ▶ DOUG POYE
- ▶ ANTHONY PREZIOSO
- ▶ ROBERT CZARNESKI (JAMESBURG REPRESENTATIVE)



RATABLES

ARE THE MOST SIGNIFICANT VARIABLE IN DETERMINING THE TAX RATE. PRELIMINARY REPORTS ARE THAT RATABLE GROWTH MAY BE SLIGHTLY HIGHER THAN LAST YEAR WHERE IT WAS FLAT.

RESOURCE CONSIDERATIONS

- BOND REFERENDUM -

APPROXIMATELY \$2,900,000 REMAINING SURPLUS AS OF SEPTEMBER 25, 2013

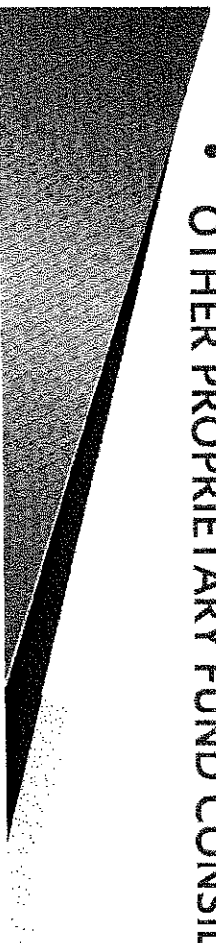
- STATE AID -

\$2,600,000

BASE PRELIMINARY BUDGET ON SAME LEVEL OF FUNDING AS PRIOR YEAR.

- EVALUATION OF EXTRA-CURRICULAR, CO-CURRICULAR, AND ATHLETIC PROGRAMS.

- OTHER PROPRIETARY FUND CONSIDERATIONS



PROJECTED SCHEDULE OF CAP FOR USE IN BUDGET YEAR 2013-2014

1 PRE-BUDGET YEAR GENERAL FUND TAX LEVY	\$85,818,172
2 AUTOMATIC ADJUSTMENT FOR ENROLLMENT	\$800,000
3 ADJUSTED PRE-BUDGET YEAR GENERAL FUND LEVY	<u>\$86,618,172</u>
4 ADJUSTED PRE-BUDGET YEAR GENERAL FUND LEVY INFLATED BY 2%	\$88,350,535
5 ADJUSTMENT FOR HEALTH CARE COSTS	\$600,000
6 GENERAL FUND TAX LEVY CAP PRIOR TO OPTIONAL USE OF BANKED CAP	<u>\$88,950,535</u>
7 BANKED CAP CALCULATED BY 12/13 DOE BUDGET SOFTWARE	<u>\$239,989</u>
8 GENERAL FUND TAX LEVY CAP	\$89,190,524

BY GOING TO CAP THE BUDGET
CAN GROW

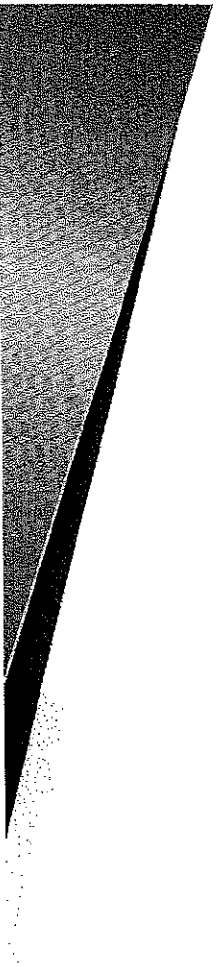
\$3,372,352

BUDGET CONSIDERATIONS

▶ INCREASE IN ENROLLMENT -

PROJECTED STUDENT ENROLLMENT INCREASE
(200 X \$15,500)

TOTAL COST \$3,100,000



BUDGET CONSIDERATIONS CONTINUED

▶ CONSTRUCTION PROJECTS-

- STOP GAP – MEASURES/RENOVATION AT THE MIDDLE SCHOOL FOR CAPACITY-
GENERATING CLASSROOMS TO ADDRESS THE OVERCROWDING ISSUE.

MTMS STOP GAP DESIGN COSTS AND INSTRUCTIONAL ROOF DESIGN COSTS \$200,000

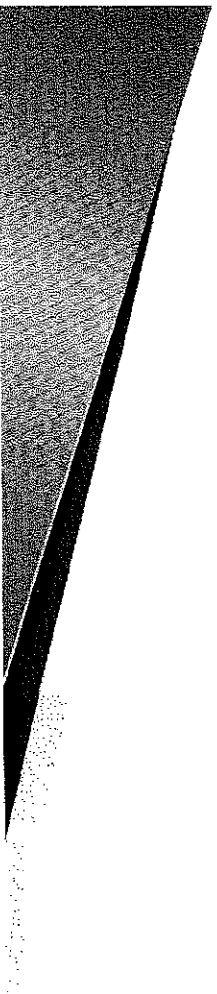
MTMS STOP GAP TOTAL CONSTRUCTION COST \$2,239,215
LESS 40% ROD GRANT \$895,686

DISTRICT OBLIGATION \$1,543,529

- IMMEDIATE CONSEQUENCE IF STOP GAP MEASURES ARE NOT ADDRESSED IN 2014-2015

12 MONTH RENTAL OF TCU SECTIONS TO ACCOMMODATE 14 ADDITIONAL INSTRUCTIONAL
CLASSROOMS, HEALTH ROOMS, RESOURCE ROOMS AND TOILET ROOMS.

TOTAL ANNUAL FEE \$462,000



BUDGET CONSIDERATIONS CONTINUED

▶ SPECIAL EDUCATION STAFF EXPANSION-

3 ADDITIONAL CHILD STUDY TEAM MEMBERS

\$225,000 ESTIMATED COSTS

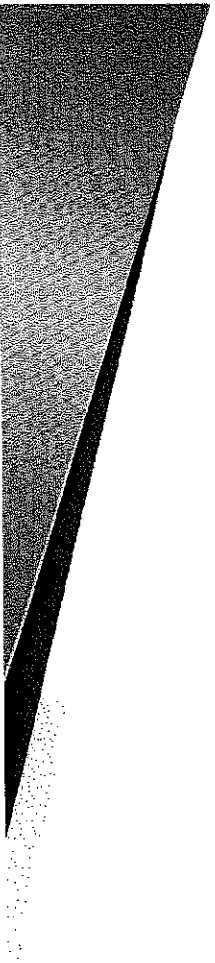
▶ JAMESBURG-

\$600,000 DEBT COMPONENT

▶ NEGOTIATIONS-

MONROE TOWNSHIP EDUCATIONAL ASSOCIATION

MONROE TOWNSHIP SCHOOL ADMINISTRATORS ASSOCIATION



BUDGET CONSIDERATIONS CONTINUED

TRANSPORTATION STATE MANDATES AND DISTRICT GROWTH ACCOMMODATION:

STATE MANDATED REPLACEMENTS

- 2 - 54 PASSENGER BUSES WITH CAMERAS \$198,000
- 2 - 25 PASSENGER VANS WITH CAMERAS \$126,000

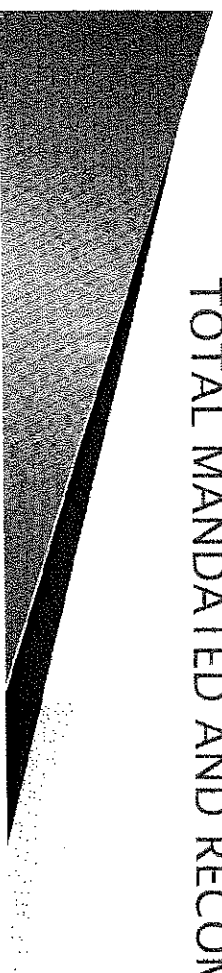
\$324,000

ADDITIONAL RECOMMENDED FLEET REPLACEMENTS FOR SAFETY AND ENROLLMENT GROWTH

- 2 - 54 PASSENGER BUSES WITH CAMERAS \$196,000
- REPLACING 2001 & 2003 BUSES IN EXCESS OF 200,000 MILES
- 3 - 25 PASSENGER VANS WITH CAMERAS \$189,000
- REPLACING 2001 & 2003 VANS IN EXCESS OF 200,000 MILES -----

\$387,000

TOTAL MANDATED AND RECOMMENDED \$711,000



ADMINISTRATION'S RECOMMENDATIONS

- ▶ DEDICATE 2.5 MILLION OF BOND SURPLUS TO TAX RELIEF
- ▶ CONSTRUCTION PROJECTS-
MTMS STOP GAP MEASURES AND DESIGN COSTS
- ▶ CONTINUE TO SERVICE SPECIAL EDUCATION
WITH EXPANSION OF CHILD STUDY TEAM
- ▶ STAY WITHIN THE CONSTRICTIVE STATE
BUDGET CAP

