

**MONROE TOWNSHIP BOARD OF EDUCATION**

**423 Buckelew Avenue  
Monroe Township, NJ 08831  
(732) 521-1500  
Fax (732) 521-1628**

**MICHAEL C. GORSKI, CPA  
Business Administrator/ Board Secretary**

**Vision Statement**

“The Monroe Township Board of Education commits itself to all children by preparing them to reach their full potential and to function in a global society through a preeminent education.”

**Mission Statement**

“The Monroe Public Schools, in collaboration with the members of the community, shall ensure that all children receive an exemplary education by well-trained, committed staff in a safe and orderly environment.”

**AGENDA**  
**PUBLIC MEETING,**  
**WEDNESDAY, DECEMBER 16, 2015**  
**7:00 P.M.**  
**MONROE TOWNSHIP HIGH SCHOOL**

**(PLEASE TURN OFF ALL CELL PHONES AND PAGERS DURING THE MEETING)**  
**(Recording Board Meetings) (See Note 1 below)**

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 (See Note 2 below)

Mr. Robert Czarneski

STUDENT BOARD MEMBERS

Mr. Syed Ateeb Jamal

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 December 11, 2015:

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

5. APPROVAL OF MINUTES

Public Board of Education Meeting, October 14, 2015

Closed Session Meeting, October 14, 2015

Special Board of Education Meeting, October 26, 2015

Closed Session Meeting, October 26, 2015

6. STUDENT BOARD MEMBERS' REPORT

7. PRESENTATION OF THE 2014-2015 COMPREHENSIVE ANNUAL FINANCIAL REPORT

8. PRESENTATION OF PLAQUES TO BOARD MEMBERS DOUG POYE AND ANTHONY PREZIOSO AND ROBERT CZARNESKI (JAMESBURG REPRESENTATIVE)

9. COMMITTEE REPORTS

10. PUBLIC FORUM (See Note 3 below)

11. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

## I. ENROLLMENT

	<u>11/30/15</u>	<u>10/30/15</u>	<u>Difference</u>	<u>11/30/14</u>	<u>Difference</u>
Applegarth School	324	321	+3	357	-33
Barclay Brook School	368	371	-3	372	-4
Brookside School	423	422	+1	463	-40
Mill Lake School	652	644	+8	385	+267
MTMS	1629	1624	+5	1527	+102
Oak Tree School	615	616	-1	683	-68
Woodland School	403	401	+2	451	-48
Monroe High School	<u>2099</u>	<u>2099</u>	<u>0</u>	<u>2066</u>	<u>+33</u>
<b>Total Elementary &amp; Secondary</b>	<b>6513</b>	<b>6498</b>	<b>+15</b>	<b>6304</b>	<b>+209</b>

**I. ENROLLMENT (CONT'D)**

<b>Out of District School</b>	<b>Monroe</b>			<b>Jamesburg</b>		
	<b>Oct.</b>	<b>Nov.</b>	<b><u>Difference</u></b>	<b>Oct.</b>	<b>Nov.</b>	<b><u>Difference</u></b>
Academy Learning Center	9	9		2	2	
Bridge Academy	1	1				
Center for Lifelong Learn	1	2	Plus 1			
Childrens Center of Monm.	2	2		1	1	
Coastal Learning Center	1	2	Plus 1			
Collier	2	2				
CPC High Point	1	1				
Douglass Develop. Center	1	1				
East Mountain	1	1				
Eden	3	3		1	1	
Harbor School	1	1				
Hawkswood School	1	1				
Lakeview School	2	2				
Mary Dobbins School	1	0	Minus 1			
New Roads Parlin	2	2				
New Roads Somerset	1	1				
Mercer Elementary	2	2				
Mercer High School	3	3				
Morris Union Jointure DCL	1	1				
Newgrange School	4	4				
Newmark High School	1	1				
Princeton Child Develop Inst.	1	1				
Rugby	1	1				
School for Hidden Intellig.	1	1				
Schr.oth School	3	3				
Shore Center	1	1				
UMDNJ	2	1	Minus 1			
<b>Total</b>	<b>50</b>	<b>50</b>		<b>4</b>	<b>4</b>	

**II. HOME INSTRUCTION**

No.	School	Grade	Reason	Home Instructor	Date Started	Date Ended
78609	MTHS	12	504	Dougherty	9/3/2015	
83649	MTMS	6	Medical	Fiore, Magee, Hartman, Heyl	9/3/2015	
83122	MTHS	11	504	Abruzzese, Weinstein, Tringali, Riesz	9/3/2015	
79109	MTHS	9	CST	Earl, G. Schnitzer, Faughnan	9/3/2015	
89423	MTMS	6	CST	Gorham	9/3/2015	
90582	OTS	4H	CST	Torres, Spadafora, Yu (Oxford)	9/3/2015	
85353	MTMS	6	Medical	Chawala, LeBron, Casarella, Jardine	9/30/2015	
83439	MTMS	8	Medical	Kuey	12/4/2015	
90516	MTHS	10	Medical	Rutgers UBHC	11/16/2015	
80485	MTHS	10	CST	Lyons, S. Mackenzie, M. Hardt, Arcaro	11/18/2015	
85686	MTHS	11	CST	M. Hardt, Hladek, Lyons, S. Mackenzie	11/18/2015	
89763	MTHS	10	OOD	M. Hardt, S. Mackenzie, McDonald, S. Wall	11/17/2015	
82223	MTHS	10	Admin.	Thumm, Grimaldi, Varsha	11/30/2015	
80541	MTHS	10	Admin.	Lanfranchi	11/30/2015	

**III. FIRE/LOCKDOWN DRILLS**

Applegarth School----- November 20, 2015  
 Barclay Brook School ----- November 16, 2015  
 Brookside School ----- November 4, 2015  
 Mill Lake School ----- November 24, 2015  
 Monroe Middle School----- November 3, 2015  
 Oak Tree School ----- November 2, 2015  
 Woodland School ----- November 4, 2015  
 Monroe High School ----- November 30, 2015

**Lockdown**

Applegarth School----- November 24, 2015  
 Barclay Brook School-----November 18, 2015  
 Brookside School -----November 2, 2015  
 Mill Lake School -----November 9, 2015  
 Monroe Middle School-----November 16, 2015  
 Oak Tree School ----- November 17, 2015  
 Woodland School -----November 12, 2015  
 Monroe High School -----November 25, 2015

**IV. PERSONNEL** (Items A through S)

- A. It is recommended that the Board accept the resignation of **Ms. Michelle Marrone**, paraprofessional at Woodland School, effective December 31, 2015.
- B. It is recommended that the Board approve a medical leave of absence to **Diane Allinder**, LDTC at Brookside School, effective January 5, 2016 through April 5, 2016 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. Allinder may be entitled.
- C. It is recommended that the Board approve a medical leave of absence to **Linda Healey**, paraprofessional at Oak Tree School, effective December 3, 2015 through February 1, 2016 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. Healey may be entitled.
- D. It is recommended that the Board approve a medical leave of absence to **Mary Jo Caputo-Giancola**, Speech Language Specialist, effective December 7, 2015 through December 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. Caputo-Giancola may be entitled.
- E. It is recommended that the Board approve a medical leave of absence to **Ms. Gail Nemeth**, secretary in the Assistant Superintendent's Office, effective December 4, 2015 through December 21, 2015. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Nemeth may be entitled or any vacation days which she wishes to utilize.
- F. It is recommended that the Board approve a medical leave of absence to **Ms. Wendy Cerbie**, secretary of Building Use/Adult Education in the Central Office, effective January 5, 2016 through January 19, 2016. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Cerbie may be entitled.
- G. It is recommended that the Board approve an extended medical leave of absence to **Michele Britt**, bus driver in the Transportation Department, retroactive to December 10, 2015 through December 29, 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. Britt may be entitled.

- H. It is recommended that the Board approve an extended medical leave of absence to **Ms. Jaime Costanzo**, secretary at MTMS, effective January 4, 2016 through February 5, 2016 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. Costanzo may be entitled.
- I. It is recommended that the Board approve a medical leave of absence to **Ms. Allison O'Rourke**, Special Education teacher at MTMS, retroactive to November 30, 2015 through January 3, 2016 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. O'Rourke may be entitled.
- J. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Rachel Van Horn**, teacher of social studies at MTMS, effective January 4, 2016 through March 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. Van Horn may be entitled.
- K. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Jessica Snyder**, School Psychologist at MTMS, effective January 29, 2016 through June 14, 2016 through 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 modification in the end date of the unpaid leave of absence under NJFLA to **Diane Arcaro**, media coordinator at Mill Lake /Oak Tree, retroactive to November 20, 2015. Ms. Arcaro was previously approved to return on November 19, 2015.
- M. It is recommended that the Monroe Township Board of Education approve an unpaid intermittent leave of absence for staff member **Wendy Blank**, media coordinator at the High School, effective December 15, 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.
- N. It is unanimously recommended by the Personnel Committee that the Board of Education approve a \$3,000.00 base salary adjustment for Nancy Tagliaferro, Confidential Secretary to the Business Administrator/Board Secretary, for a new annual salary of \$58,022.65 for the 2015-2016 school year.
- O. It is unanimously recommended by the personnel committee that the following salary adjustments for the Technology Workstation Specialists be approved:

Ryan Blackwell	Woodland	\$50,347.92 + 1000 long + 1500 Microsoft Cert + 750 A+ Cert	11-000-252-100-000- 030
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Jason Greene	High School	\$40,000	11-000-252-100-000-070
Christopher Gross	Middle School	\$53,984.71 + 1000 long eff 2/16	11-000-252-100-000-080
Devin Kaufman	High School	\$42,578.72 + 750 Apple Cert	11-000-252-100-000-070
Angela Minton	High School	\$40,990.00	11-000-252-100-000-070
Daniel Pecorino	High School	\$40,000	11-000-252-100-000-070
Patricia Sherman	Applegarth	\$66,401 + 750 A+ Cert + 750 Apple Tech + 1500 long	11-000-252-100-000-050
Nicholas Veni	High School	\$52,665.14 + 750 A+ Cert + 3000 Microsoft Eng + 1000 long + 3000 lead workstation spec + 1500 Apple Coor + 750 Apple Tech	11-000-252-100-000-070

- P. It is recommended that the Board approve the following teachers as substitutes for the After School Basic Skills and TAG programs:

**Mill Lake – Basis Skills**

Jennifer Mordes  
 Kathy Czizik  
 Susan Nowachek  
 Bethanne Augsbach  
 Ashley Shur  
 Danielle Pandolfi  
 Caitlyn Prestridge  
 Jennifer Wirth

**Mill Lake TAG**

Ashley Shur

**Woodland-Basic Skills**

Danielle Kutcher  
 Samantha Cote



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

	<b>Employee</b>	<b>School</b>	<b>Position</b>	<b>Salary Guide</b>	<b>Account No.</b>	<b>Dates</b>	<b>Reason for hire</b>
<b>1.</b>	Erica Coonelly	MTMS	Media Specialist	Step 7A MA \$58,272+\$3450	11-000-222-100-000-098	On or before 2/1/16-6/30/16	Retirement replacement – tenure track
<b>2.</b>	Maureen Drabyk	Mill Lake	Special Education teacher	Step 7 \$55,772	11-213-100-101-000-093	1/4/16-6/30/16	Retirement replacement tenure track
<b>3.</b>	Brittany Adelino	MTMS	School Psychologist	Step 1 MA \$49,082+\$3450 120%	11-000-219-104-000-093	2/3/16-6/14/16	Extension of contract – leave replacement
<b>4.</b>	Justin Cohen	MTMS	Teacher of social studies	Step 1 BA \$49,082 pro rated	11-130-100-101-000-080	1/5/16-3/18/16	Extension of contract leave replacement
<b>5.</b>	Pamela Valvano	HS	Family Consumer Science teacher	117% of contract	11-140-100-101-000-070	11/19/15-12/23/15	Leave replacement additional section
<b>6.</b>	Margaret Dey	HS	Family Consumer Science teacher	117% of contract	11-140-100-101-000-070	11/19/15-12/23/15	Leave replacement additional section
<b>7.</b>	Jill Kalyankar	HS	Family Consumer Science teacher	134% of contract	11-140-100-101-000-070	11/19/15-12/23/15	Leave replacement two additional sections
<b>8.</b>	Carla Latinelli	HS	Family Consumer Science teacher	134% of contract	11-140-100-101-000-070	11/19/15-12/23/15	Leave replacement two additional sections
<b>9.</b>	Susan Talocka	MTMS	Nurse for play practice	2.5 hrs. at hourly instructional rate \$53.87	11-000-213-100-000-093	11/30/15 12/1/15	Play practice
<b>10.</b>	MaryAnn Procopio	MTMS	Nurse for play practice	2.5 hrs. at hourly instructional rate \$53.87	11-000-213-100-000-093	11/30/15 12/1/15	Play practice
<b>11.</b>	Spiro Travalos	HS	Asst. Wrestling Coach	Step 1 \$5071	11-402-100-100-000-098	12/17/15	Coaching position
<b>12.</b>	John Allen	HS	Volunteer Ice Hockey Coach	Volunteer		2015-2016 school year	Volunteer

<b>13.</b>	Melissa Bordieri	Oak Tree	STEM Planning Committee	Up to ten hours at non-instructional rate \$44.85	11-120-100-101-000-060	12/15-2/16	New committee
<b>14.</b>	Sarah Cummings	MTMS	STEM Planning Committee	Up to ten hours at non-instructional rate \$44.85	11-130-100-101-000-080	12/15-2/16	New committee
<b>15.</b>	Tanya D'Agostino	Applegarth	STEM Planning Committee	Up to ten hours at non-instructional rate \$44.85	11-120-100-101-000-050	12/15-2/16	New committee
<b>16.</b>	Kelly Rick	HS	STEM Planning Committee	Up to ten hours at non-instructional rate \$44.85	11-140-100-101-000-070	12/15-2/16	New committee
<b>17.</b>	Hardevi Shah	Applegarth	STEM Planning Committee	Up to ten hours at non-instructional rate \$44.85	11-120-100-101-000-050	12/15-2/16	New committee

R. It is recommended that the Board approve the following non-certificated staff at the following salaries:

	<b>Employee</b>	<b>School</b>	<b>Position</b>	<b>Salary Guide</b>	<b>Account No.</b>	<b>Dates</b>	<b>Reason for hire</b>
<b>1.</b>	Chris Gross	MTMS	Saturday Academy	Hourly rate 4.5 hours each Saturday	11-000-252-100-000-080	10/31/15-5/7/16	Increase .5 hour
<b>2.</b>	Nancy Sablosky	Woodland	Spec. Ed. Para	Step 4 Spec. Ed. \$15.17/hr. for 3.75/hrs.	11-213-100-101-000-093	11/30/15-6/30/16	Transfer to new position
<b>3.</b>	Jamie Patton	Falcon Care	Group Leader	\$13.00/hr. for 5.5 hrs.	65-990-320-100-000-098	11/23/15-6/30/16	Change in start date
<b>4.</b>	Laura McIntyre	Barclay Brook	Para - Cafeteria	Step 1 Reg. \$12.87 hr. 2.5 hrs./day	11-000-262-107-000-010	11/30/15-6/30/16	Change in start date
<b>5.</b>	Susan McCourt	HS	Para-Falcon Nest	+\$2.00 toileting	11-190-100-106-000-070	11/2/15-5/24/16	Adjustment in salary \$2.00 toileting to be paid during this time only
<b>6.</b>	Lisa Church	MTMS	Para	\$70 PD credit	11-213-100-106-000-093	Retro 9/2/15-6/30/16	Professional Development
<b>7.</b>	MaryAnn Loschiavo	Oak Tree	Para	\$70 PD credit	11-190-100-106-000-060	Retro 9/2/15-6/30/16	Professional Development



**Non Certificated**

Margaret Bates	Substitute Para
Susan Morrell	Substitute Para
Falgun Shah	Substitute Para
Cheryl Thomas	Substitute Para
Spyridon Travlos	Substitute Coach
Christine Stasi	Substitute Secretary/Substitute Para
Theresa Eustaquio	Substitute Secretary
Marie Maresca	Substitute Secretary
Sara Crane	Substitute Para

**V. BOARD ACTION (Items A through N) (The Jamesburg Representative is only eligible to vote on the items delineated by an asterisk (\*) in the Superintendent’s Board Action section of the Agenda pursuant to N.J.S.A. 18A:38-8.1).**

- 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 2015-2016 school year.
- D. It is recommended that the Board approve the previously submitted list of Student Suspensions for September 2015.
- E. **2015-2016 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** for the period 11/16/15-12/15/15:

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
11/25/15	HS	Assault	n/a

- F. It is recommended that the Board approve the previously submitted Agreement between Monroe Township Schools and the Staff Development Workshops, Inc. to provide the following workshops on the topic Reader's Workshop for grades 4-8 teachers on the following dates: January 25, 2016; February 29, 2016; and March 23, 2016 in the amount of \$1500.00 for each day for a total of \$4500.00.
- G. It is recommended that the Board approve the following Policies and Regulations for a first reading:
  - P & R 1240 Evaluation of Superintendent
  - P & R 3221 Evaluation of Teachers
  - P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
  - P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals

- P & R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- P 5337 Service Animals
- P 5516 Use of Electronic Communication and Recording Devices (ECDR)

- H. \*It is recommended that the Monroe Township Board of Education authorize the creation of a pilot program for Project UNIFY to promote acceptance and inclusion in the Monroe Township School District. All costs of this program will be paid through the Play Unified grant award from Special Olympics New Jersey. Advisors will provide supervision on a pro-bono basis for the first year of the club, pursuant to Board Policy 2430, Co-Curricular Activities. The Superintendent 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.
- I. It is recommended that the Monroe Township Board of Education authorize the creation of a pilot program for Systematic Training for Effective Parenting (STEP) for special education students and their parents in grades 1-5, at no cost to the Board. The Superintendent 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.
- J. It is recommended that the Board of Education acknowledge receipt of the previously submitted Chief School Administrator’s Professional Development Plan, effective July 1, 2015 through June 30, 2018.
- K. **MCESC Representative Term**  
Pursuant to enacted legislation, P.L. 192-1989, Chapter 254, the Monroe Township Board of Education elects Dr. Michael Kozak to the Representative Assembly of the Middlesex Regional Educational Services Commission for a term from January 1, 2016 to December 31, 2016.

- L. \* It is recommended that the Board approve the following curriculum for the 2015-16 school year:  
  
  - Health & Physical Education Grade 12
  - District Comprehensive School Counseling Program Grades K-12.

- M. \*It is recommended that the Board approve the following out of district student placements:

Student No.	School	Start Date	Tuition rate
89291	Coastal Learning Center	11/23/15	\$265.73 transferred from Mary Dobbins school
87717	Collier High School	11/16/15	\$290.00 per diem transferred from Rutgers UBHC

N. It is recommended that the Board of Education approve the following HIB case(s):

- 11077
- 11681
- 11749
- 11807
- 11920

**12. BUSINESS ADMINISTRATOR’S REPORT/RECOMMENDATIONS (The Jamesburg Representative is only eligible to vote on the items delineated by an asterisk (\*) in the Business Administrator/Board Secretary’s Board Action section of the Agenda pursuant to N.J.S.A. 18A:38-8.1).**

**BOARD ACTION**

**A. PROFESSIONAL APPOINTMENTS**

1. \*It is recommended that members of the Monroe Township Board of Education approve the previously submitted proposal from Edwards Engineering Group, Inc. to provide survey, design and construction management services to the Board of Education at a cost of \$29,600.00. The 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.
2. \*It is recommended that members of the Monroe Township Board of Education approve Don Smith as the Marching Band Instructor at a rate of \$2,000.00 and for Marching Band arrangements at the rate of \$1,250.00 for the 2015 Fall Marching Band season.
3. \*It is recommended that members of the Monroe Township Board of Education approve Reid Sound to provide theatrical labor at the following rates for the period of January 1, 2016 to December 31, 2016:
 

Stagehand	\$40.00 per hour, 6 hour minimum
Audio Engineer	\$50.00 per hour, 10 hour minimum
Backline Technician	\$50.00 per hour, 10 hour minimum
Lighting Designer	\$55.00 per hour, 10 hour minimum
Lighting Technician	\$45.00 per hour, 10 hour minimum

The above rates have remained the same or have decreased from last year.
4. It is recommended that members of the Monroe Township Board of Education approve Joyce Kay as a Consultant Pianist for middle school rehearsals and concerts on 12/21/15 and 1/21/16 for a total fee of \$500.00.

B. \* BILL LIST

It is recommended that the bills totaling \$9,432,795.30 for November 2015 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 November 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 November 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 #5

It is recommended that members of the Monroe Township Board of Education approve Transfer #5 for Fiscal Year 2015/2016 as previously submitted.

E. 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 2015/2016 school year.

This annual report maximum Capital Reserve remains unchanged from the prior bond approval because the LRF update is pending a Board decision on future building to accommodate current "unhoused" students.

F. 2016/2017 PRELIMINARY BUDGET CALENDAR

It is recommended that members of the Monroe Township Board of Education approve the previously submitted 2016/2017 Preliminary Budget/School Election Calendar.

G. \*MOTOROLA TRUNKED RADIO SYSTEM

It is recommended that members of the Monroe Township Board of Education authorize and approve Motorola Interlocal Services through a shared services agreement with Monroe Township Municipality whereas the Monroe Township Board of Education's share will be \$20,453.00 for the year 2016. The rate reflects a decrease of \$728.00 from last year.

H. NEW BANK ACCOUNT - PROVIDENT BANK

It is recommended that the members of the Monroe Township Board of Education authorize Michael C. Gorski, Business Administrator/Board Secretary, to establish a new bank account with Provident Bank for the efficient facilitation of fees associated with Advanced Placement Testing from parents.

I. TRAVEL EXPENDITURE RESOLUTION

WHEREAS, the Monroe Township Board of Education is required pursuant to N.J.S.A. 18:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by New Jersey School Boards Association (NJSBA) and set forth below are directly related to and within the scope of board members' and employees' duties; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and

WHEREAS, the Board of Education has determined that participation in the NJSBA training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and

WHEREAS, the Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, the Board of Education finds that a mileage reimbursement rate equal to that of the State of New Jersey mileage reimbursement rate is a reasonable rate; and

WHEREAS, the Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, that the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further



RESOLVED, that the Monroe Township Board of Education authorizes in advance, as required by statute, attendance at the following NJSBA training programs and informational events:

**New Board Member Orientation Weekend – Governance I – Princeton NJ**

<b>Board Member</b>	<b>Title of Program</b>	<b>Dates of Program</b>	<b>Transportation Reimbursement Mileage, Tolls &amp; Parking</b>	<b>Program Fee</b>
Dawn Quarino	New Board Member Orientation Conference	January 9-11, 2016	\$25.00	No fee for NJSBA Members
Frank Russo	New Board Member Orientation Conference	January 9-11 2016	\$25.00	No fee for NJSBA Members

**J. CAFETERIA PLAN**

It is recommended that the Board of Education approve the previously submitted amended Cafeteria Plan, including a Health Flexible Spending Account and Dependent Care Flexible Spending Account, effective January 1, 2016. The 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.

**K. QSAC EQUIVALENCY APPLICATION, N.J.A.C. 6A:5, TO BE SUBMITTED TO THE NJDOE**

WHEREAS, on December 3, 2014, Governor Christie announced a streamlined QSAC process for school districts that are high performing as determined by the New Jersey Department of Education; and

WHEREAS, N.J.A.C. 6A:5 provides that such high performing school districts must file an equivalency application with the Executive County Superintendent for approval; and

WHEREAS, high performing school districts, as part of the application, must inform the community, parents, board members, administration and staff of the proposal for application; and

WHEREAS, the Monroe Township School District was notified by the New Jersey Department of Education that it has met the criteria for high performing status and is thereby eligible to apply for the QSAC equivalency waiver.

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education, as follows:

1. The Board of Education hereby approves the application for the QSAC equivalency waiver; and
2. The Board of Education hereby authorizes and directs the Superintendent of Schools to submit the equivalency application for high performing school districts, indicating that all requirements for QSAC have been satisfied, to the Executive County Superintendent for review.

L. \*STUDENT ACHIEVEMENT DATA AGREEMENT

It is recommended that the members of the Monroe Township Board of Education approve the previously submitted hosting services agreement between the Board and Performance Matters, LLC for the provision of certain proprietary software services designed to collect and analyze student achievement data at a cost of \$39,857.40 for the 2015-2016 school year. This agreement is exempt from the public bidding requirements pursuant to N.J.S.A. 18A:18A-5.

M. \*SERVICE REVIEW OF SPECIAL EDUCATION PRACTICES AND SERVICES

It is recommended that the members of the Monroe Township Board of Education approve the previously submitted service review of special education practices and services agreement between the Board and Public Consulting Group, Inc. at a cost of \$34,700.00 for the 2015-2016 school year. This agreement is exempt from the public bidding requirements pursuant to N.J.S.A. 18A:18A-5.

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

Michael C. Gorski, CPA

Prepared by

December 16, 2015

Meeting Date

13. BOARD PRESIDENT'S REPORT
14. OTHER BOARD OF EDUCATION BUSINESS
15. PUBLIC FORUM (See Note 3 below)
16. 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):

- Harassment, Intimidation and Bullying

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

17. PUBLIC FORUM (See Note 3 below)
18. NEXT SCHEDULED BOARD OF EDUCATION MEETING

Wednesday, January 6, 2016 7:00 p.m. Monroe Township High School

19. ADJOURNMENTNOTES

**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.

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.

**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; 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.

**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.

**\*The Jamesburg Representative is only eligible to vote on the items delineated by an asterisk in the Superintendent's and Business Administrator/Board Secretary's Board Action section of the Agenda pursuant to N.J.S.A. 18A:38-8.**