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) (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


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)
## SUPERINTENDENT’S REPORT/RECOMMENDATIONS

### I. ENROLLMENT

<table>
<thead>
<tr>
<th></th>
<th>11/30/15</th>
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<th>11/30/14</th>
<th>Difference</th>
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<td><strong>6498</strong></td>
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<td><strong>6304</strong></td>
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## I. ENROLLMENT (CONT’D)

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II. HOME INSTRUCTION

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<td>4H</td>
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<td>82223</td>
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<td>Lanfranchi</td>
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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:

<table>
<thead>
<tr>
<th>Ryan Blackwell</th>
<th>Woodland</th>
<th>$50,347.92 + 1000 long + 1500 Microsoft Cert + 750 A+ Cert</th>
<th>11-000-252-100-000-030</th>
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<tbody>
<tr>
<td>Name</td>
<td>School</td>
<td>Salary</td>
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<tr>
<td>Jason Greene</td>
<td>High School</td>
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<td>Christopher Gross</td>
<td>Middle School</td>
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<td>Devin Kaufman</td>
<td>High School</td>
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<td>Angela Minton</td>
<td>High School</td>
<td>$40,990.00</td>
<td>11-000-252-100-000-070</td>
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<td>Daniel Pecorino</td>
<td>High School</td>
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<td>11-000-252-100-000-070</td>
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<td>Patricia Sherman</td>
<td>Applegarth</td>
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<td>Nicholas Veni</td>
<td>High School</td>
<td>$52,665.14 + 750 A+ Cert + 3000 Microsoft Eng + 1000 long + 3000 lead workstation spec + 1500 Apple Coor + 750 Apple Tech</td>
<td>11-000-252-100-000-070</td>
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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:

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

<table>
<thead>
<tr>
<th>Employee</th>
<th>School</th>
<th>Position</th>
<th>Salary Guide</th>
<th>Account No.</th>
<th>Dates</th>
<th>Reason for hire</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Chris Gross</td>
<td>MTMS</td>
<td>Saturday Academy</td>
<td>Hourly rate 4.5 hours each Saturday</td>
<td>11-000-252-100-000-080</td>
<td>10/31/15-5/7/16</td>
<td>Increase .5 hour</td>
</tr>
<tr>
<td>3. Jamie Patton</td>
<td>Falcon Care</td>
<td>Group Leader</td>
<td>$13.00/hr. for 5.5 hrs.</td>
<td>65-990-320-100-000-098</td>
<td>11/23/15-6/30/16</td>
<td>Change in start date</td>
</tr>
<tr>
<td>4. Laura McIntyre</td>
<td>Barclay Brook</td>
<td>Para - Cafeteria</td>
<td>Step 1 Reg. $12.87 hr. 2.5 hrs./day</td>
<td>11-000-262-107-000-010</td>
<td>11/30/15-6/30/16</td>
<td>Change in start date</td>
</tr>
<tr>
<td>5. Susan McCourt</td>
<td>HS</td>
<td>Para-Falcon Nest</td>
<td>+$2.00 toileting</td>
<td>11-190-100-106-000-070</td>
<td>11/2/15-5/24/16</td>
<td>Adjustment in salary $2.00 toileting to be paid during this time only</td>
</tr>
<tr>
<td>6. Lisa Church</td>
<td>MTMS</td>
<td>Para</td>
<td>$70 PD credit</td>
<td>11-213-100-106-000-093</td>
<td>Retro 9/2/15-6/30/16</td>
<td>Professional Development</td>
</tr>
<tr>
<td>7. MaryAnn Loschiavo</td>
<td>Oak Tree</td>
<td>Para</td>
<td>$70 PD credit</td>
<td>11-190-100-106-000-060</td>
<td>Retro 9/2/15-6/30/16</td>
<td>Professional Development</td>
</tr>
</tbody>
</table>
8. Silvia Gonzalez  MTMS  Spec. Ed. Para  Step 1 Spec. Ed.  $14.87/hr. +  $1.00 for ed. Degree  6.75 hrs./day  11-213-100-106-000-093  Retroactive to 10/1/15-TBD  Correction in hours


10. Joseph Fuoco  Falcon Care  Asst. Group Leader  $11.00/hr. for 5.5 hours  65-990-320-100-000-098  12/17/15-6/30/16  Resignation replacement

11. Donna Plichta  Pupil Personnel Services  12 month secretary  Step 8 -12 month guide 103.57%  7.25/hrs. $55,559.09+ Base Adjustment $1337  11-000-230-100-000-090  Retroactive to 12/2/15-6/30/16  Transfer

12. Kim Mazza  HS  10 month secretary  Step 1 10 mos. Guide 7/hr. $39,203 pro rated  11-000-219-105-000-093  Retroactive to 12/7/15-TBD  Temporary transfer

13. Karen Chu  Brookside  Security  PD credit 4 credits $100  11-000-266-100-000-020  12/17/15-6/30/16  PD credit

14. Briona Pipala  Falcon Care  Asst. Group Leader  $11.00/hr. for 3.5 hours  65-990-320-100-000-098  12/1/15-6/30/16  Change in start date

15. Gladys Apuzzo  MTMS  Para/Bus Aid  Step 8 Spec. Ed. $19.61/hr. 5.0 per session  Saturday Academy  Retroactive to 10/31/15-5/7/16  Correction in rate

16. Susan Lederman  Barclay Brook  TAG substitute para  Step on guide 1 hr. day as needed  After School TAG  12/10/15-6/30/16  Substitute

S. It is recommended that the Board approve the following substitutes for the 2015-2016 school year:

Certificated
Nicole Abate Substitute Teacher
Wesam Marcos Substitute Teacher
Christina Occhiogrosso Substitute Teacher
Christine Stasi Substitute Teacher
Angela Steffe Substitute Teacher
Laura Stiefbold Substitute Teacher
Patricia Corica Substitute Nurse
Linda Seligman Substitute Nurse
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:

<table>
<thead>
<tr>
<th>Date</th>
<th>School</th>
<th>Incident</th>
<th>Cost to District</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/25/15</td>
<td>HS</td>
<td>Assault</td>
<td>n/a</td>
</tr>
</tbody>
</table>

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 (ECRD)  

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:

<table>
<thead>
<tr>
<th>Student No.</th>
<th>School</th>
<th>Start Date</th>
<th>Tuition rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>89291</td>
<td>Coastal Learning Center</td>
<td>11/23/15</td>
<td>$265.73 transferred from Mary Dobbins school</td>
</tr>
<tr>
<td>87717</td>
<td>Collier High School</td>
<td>11/16/15</td>
<td>$290.00 per diem transferred from Rutgers UBHC</td>
</tr>
</tbody>
</table>
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 LRFP 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**

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

**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

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. **ADJOURNMENT**

**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.

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.