

MONROE TOWNSHIP BOARD OF EDUCATION
423 Buckelew Avenue
Monroe Township, NJ 08831
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MICHAEL C. GORSKI, CPA
Business Administrator/ Board Secretary

Vision Statement

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

Mission Statement

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

AGENDA
PUBLIC MEETING
WEDNESDAY, SEPTEMBER 14, 2016
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
Ms. Dawn Quarino
Mr. Steven Riback
Mr. Frank Russo

JAMESBURG BOARD MEMBER REPRESENTATIVE (See Note 2 below)

Mr. Paul Rutsky

STUDENT BOARD MEMBER REPRESENTATIVES

Mr. Syed Ateeb Jamal

Ms. Stefani Scalisi

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 September 9, 2016:

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. BUDGET PHILOSOPHY

7. COMMITTEE REPORTS

8. PUBLIC FORUM (See Note 3 below)

9. SUPERINTENDENT'S REPORT/RECOMMENDATIONS

I. **PERSONNEL** (Items A through DD)

- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Barbara Doll**, Director of Human Resources, effective January 1, 2017.
- B. It is recommended that the Board accept the resignation of **Dr. Maria Steffero**, Math teacher, team leader, math resource and afterschool MAC, at MTMS, effective November 13, 2016.

- C. It is recommended that the Board accept the resignation of **Ms. Heidi Falanga**, Spanish teacher at MTMS, effective November 13, 2016.
- D. It is recommended that the Board accept the resignation of the following advisors for the NJHS at MTMS effective August 31, 2016:

Dana Oberheim
Taryn Yoelson

- E. It is recommended that the Board accept the resignation of **Dr. George Pangalos**, French Honor Society Advisor 50%, retroactive September 1, 2016.
- F. It is recommended that the Board accept the resignation of **Ms. Kathleen Maresca**, Group Leader at Falcon Care, retroactive to August 30, 2016.
- G. It is recommended that the Board approve a medical leave of absence to **Ms. Michelle Furnari**, teacher of grade 5 at Applegarth School, effective September 1, 2016 through October 31, 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. Furnari may be entitled.
- H. It is recommended that the Board approve a medical leave of absence to **Ms. Christina Basile**, teacher of special education at the High School, effective November 7, 2016 through February 3, 2017 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. Basile may be entitled.
- I. It is recommended that the Board approve a medical leave of absence to **Ms. Kimberly Barbuto**, paraprofessional at Oak Tree School, effective September 2, 2016 through September 18, 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. Barbuto may be entitled.
- J. It is recommended that the Board approve a medical leave of absence to **Ms. Louise Baumann**, secretary at MTMS, effective September 26, 2016 through October 7, 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. Baumann may be entitled.

- K. It is recommended that the Board approve a medical leave of absence to **Ms. Marie Tumminello**, bus driver in the Transportation Department, effective September 1, 2016 through October 23, 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 effective September 16, 2016 through October 23, 2016.
- L. It is recommended that the Board approve an extended medical leave of absence to **Ms. Sharon Rusnak**, teacher of Special Education at MTMS, effective October 2, 2016 through October 14, 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. Rusnak may be entitled.
- M. It is recommended that the Board approve a medical leave of absence to **Ms. Sharon Podhurst**, teacher of Social Studies at MTMS, effective October 10, 2016 pending further action of the Board (for a period of approximately 2-3 weeks) 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. Podhurst may be entitled.
- N. It is recommended that the Board approve a medical leave of absence to **Ms. Linda Modzelewski**, bus driver in the Transportation Department, effective September 13, 2016 through September 20, 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. Modzelewski may be entitled.
- O. It is recommended that the Board approve a medical leave of absence to **Ms. MaryAnn Pipala**, paraprofessional at Woodland School, effective September 19, 2016 through January 1, 2017 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. Pipala may be entitled.
- P. It is recommended that the Board approve a maternity leave of absence to **Ms. Stephanie Yates**, teacher of grade 2 at Barclay Brook School, effective November 14, 2016 through February 22, 2017. It is further recommended that Ms. Yates will utilize 41 sick days and the remaining days will be unpaid in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq.

- Q. It is recommended that the Board approve an unpaid leave of absence to **Ms. Harsh Khanna**, paraprofessional at Woodland School, effective September 15, 2016 through September 28, 2016.
- R. It is recommended that the Board approve an unpaid leave of absence to **Mr. David Rattner**, Band Director at MTMS, effective January 17, 2017 through February 24, 2017. Mr. Rattner's unpaid days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, UN.J.S.A. 34:11B-1 et seq., as appropriate.
- S. It is recommended that the Board rescind the medical leave of absence to **Ms. Jovanna Quindes** effective September 20, 2016.
- T. It is recommended that the Board approve the return to work of **Ms. Corrine Larsen**, bus driver in the Transportation Department, effective August 26, 2016.
- U. It is recommended that the Board approve the return to work of employee no. 003977 effective September 12, 2016.
- V. It is recommended that the Board approve the following personnel for the After School TAG program for the 2016-2017 school year elementary teachers \$77.56 per session and MTMS teachers \$116.34 session (1.5hrs):

Melissa Lane – Mill Lake TAG Teacher Grade 3 Language Arts Literacy
Brooke Metzger – Middle School TAG Teacher Grade 6 Science
Kerry Curran – Middle School TAG Science
Parker Schmidt – Middle School TAG Mathematics

- W. It is recommended that the Board approve the following additional personnel at the High School for the After School Testing Center, two teachers per day for 1 hour per day, on a rotational basis for 144 days, at the hourly instructional rate (\$53.87) for the 2016-2017 school year, account no. 11-140-100-101-000-070:

Allison Driscoll

- X. It is recommended that the Board approve the following additional personnel for After School Supervision in the Media Center at the High School for the 2016-2017 school year, 1 teacher for 2 hours per day for 144 days, on a rotational basis at the hourly non-instructional rate (\$44.85) account no. 11-140-100-101-000-070:

Brian Hinz

- Y. It is recommended that the Board of Education approve Lucia O'Scannell to work as a paraprofessional in the Extended School Year Program effective, retroactively, from July 1, 2016 through August 12, 2016 at the hourly rate of \$15.89 plus \$2.00 special education stipend.

Z. It is recommended that the Board approve the following staff for the After School Basic Skills Program for the 2016-2017 school year:

Brookside Teacher/Substitute (\$77.56 per session)

Angelica Canzano
Jenna Volkmann
Jessica McDermott
Jennifer Corvinus
Victoria DeCarlo
Jodi Rubenstein
Angel Pavese
Nancy Mills
Stephanie Arons

Oak Tree Teacher/Substitute (\$77.56 per session)

Rachel Gogliormella
Amanda Koekemoer
Denise Cassilli
Stephanie Arons
Christine Duane
Terri Gross
Ashlee Torres

Woodland/Teacher(\$77.56 per session)

Erica Emmons
Patricia McTernan

Woodland/paraprofessional

Gladys Apuzzo (step on guide)

AA. It is recommended that the Board approve a change in the salary guide category for the following certificated staff retroactive to September 1, 2016:

Jeannine Morse	Step 11 Doctorate
Jonathan Grasso	Step 2 BA+15
Linda Chui	Step 7A BA+ 15
Jessica Consiglio	Step 7A BA+15
John Allen	Step 10A MA
Casey Baldini	Step 5 BA+15
Danielle Pandolfi	Step 2 BA+15
Timothy Riesz	Step 5 BA+15
Samantha Grimaldi	Step 6A BA+15
Martin Griffin	Step 11 MA
Alfred Hadinger	Step 5 MA
Danielle Cocuzza	Step 6A MA
Leah Nicholas	Step 8A BA+15

Nanci Dempsey
Michelle Ballard
Scott Messinger
Danielle Rispoli

Step 6A MA
Step 8A MA
Step 5 BA+15
Step 3 BA+15

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

	Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
1.	Dana Mattia	Mill Lake/ Woodland	Elementary teacher	Step 1 BA 45% \$49,282	11-120-100-101-000-040 22.5% 11-120-100-101-000-030 22.5%	9/1/16-6/30/17 pending criminal history	New position
2.	Patrick Cormey	HS	Co-Advisor Mock Trial	\$860.50 stipend	11-401-100-100-000-098	2016-2017 school year	Resignation replacement
3.	Laura Granett	HS	Co-Advisor Mock Trial	\$860.50 stipend	11-401-100-100-000-098	2016-2017 school year	Resignation replacement
4.	Nancy Schieda	MTMS	Teacher of Special Education	Step 1 BA \$49,282	11-213-100-101-000-093	10/24/16-6/30/17	Leave replacement
5.	Claudia Loonan	Brookside	Teacher of Special Education	Step 1 MA \$49,282+\$3450	11-213-100-101-000-093	9/12/16-4/4/17	Change in start date
6.	Maria Naumik	Community Education	Director	\$17,500	13-602-200-100-000-098	7/1/16-6/30/17	
7.	Desiree Farra	HS	FCS	117% contract	11-140-100-100-000-070	9/6/16-6/30/17	Additional section
8.	Nicole Dilorenzo	MTMS	NJHS Advisor 50%	\$723.50	11-401-100-100-000-098	2016-2017 school year	Advisor
9.	Christine Vizoki	MTMS	NJHS Advisor 50%	\$723.50	11-401-100-100-000-098	2016-2017 school year	Advisor
10.	Kathy Dillon	HS	Project FUN advisor 40%	\$1172	11-401-100-100-000-098	2016-2017 school year	Advisor
11.	Ben Ostner	HS	Project FUN advisor 40%	\$1172	11-401-100-100-000-098	2016-2017 school year	Advisor
12.	George Pangalos	HS	Science Honor Society 50%	\$860.50	11-401-100-100-000-098	2016-2017 school year	Advisor
13.	Tim Riesz	HS	Science Honor Society 50%	\$860.50	11-401-100-100-000-098	2016-2017 school year	Advisor
14.	Andrea Feminella	HS	TED x	\$1721	11-401-100-100-000-098	2016-2017 school year	Advisor

15.	Kathy Dillon	HS	Table Tennis	\$1721	11-401-100-100-000-098	2016-2017 school year	Advisor
16.	George Pangalos	HS	Red Cross Club	\$1721	11-401-100-100-000-098	2016-2017 school year	Advisor
17.	Sarah Cummings	HS	Tech Club	\$1721	11-401-100-100-000-098	2016-2017 school year	Advisor
18.	Dan Lombardi	HS	Science (Robotics)	\$1721	11-401-100-100-000-098	2016-2017 school year	Advisor
19.	Patric Comey	HS	French Honor Society 50%	\$860.50	11-401-100-100-000-098	2016-2017 school year	Advisor
20.	Kerry Curran	MTMS	Asst.Coach field hockey	volunteer		Fall 2016	Volunteer coach
21.	Jeffrey Shanfield	HS	Asst. Ice Hockey Coach	volunteer		Winter 2016	Volunteer coach
22.	Deanna Dale	District	Central Office Communications Facilitator	\$2500 stipend	11-000-230-100-000-090	2016-2017 school year	Stipend position
23.	Gelsomina Mignano Leuck	Applegarth	Grade 5	Step 1 BA \$49,282 pro rated	11-120-100-101-000-050	9/15/16-10/31/16 pending criminal history	Leave replacement

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

	Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
1.	Dina Urbano	Oak Tree	Para – kindergarten	Step 3 \$13.29 3.75/hrs.	11-190-100-106-000-060	9/1/16-6/30/17	Correction of step on guide
2.	Maureen Cutrone	HS	Para – Falcons Nest	Step 8 \$17.86/hr. for 3.0 hrs/day from 11/1/16-5/23/17 +toileting \$2.00	11-190-100-106-000-070	9/1/16-6/30/17	Transfer – correction of step
3.	Nancy Muce	Oak Tree	Spec. Ed. Para	Step 7A \$18.88 for 3.75 hours 3.0/hr. \$2.00 with toileting	11-215-100-106-000-093 3.0/hr. +toileting 11-213-100-106-000-093 .75	9/6/16-6/30/17	Increase in hours

4.	Latha Juloori	Oak Tree	Para Classroom/ lunch	Step 1 Reg. Ed. \$13.09 for 3.75/hrs.	11-000-262- 107-000-060 for 2.333/hr. 11-190-100- 106-000-060 38%	9/1/16- 6/30/17	Transfer
5.	Kaitlyn Ferguson	Falcon Care	Group Leader	\$13.00/hr. for 5.5 hour	65-990-320- 100-000-098	9/1/16- 6/30/17	Transfer
6.	Brenda Salasko	Assistant Group Leader	Falcon Care	\$11.00/hr. for 5.5 hour	65-990-320- 100-000-098	9/1/16- 6/30/17 pending criminal history	Resignation replacement
7.	Melissa Goretsky	Mill Lake	Para	\$1.00/hr. additional for educational degree	11-214-100- 106-000-093	9/1/16- 6/30/17	Educational degree stipend
8.	Danielle Cammy	Falcon Care	Asst. Group Leader	\$11.00/hr. for 5.5 hrs.	65-990-320- 100-000-098	9/1/16- 6/30/17 pending criminal history	Replacement for transfer position
9.	Kevin Brusotti	MTMS	Spec. Ed. Para	Step 1 Spec. Ed. \$15.09 + \$2.00 toileting 6.75/hr.	11-214-100- 106-000-093	9/12/16- 6/30/17	Replacement position
10.	Catherine Rascona	Brookside	Spec. Ed. Para	Step 1 Spec. Ed. \$15.09 for 6.75/hrs. day	11-213-100- 106-000-093	9/15/16- TBD	Leave replacement
11.	Kerryann Barry	Mill Lake	Spec. Ed. Para	Step 1 Spec. Ed. \$15.09+\$2.00 toileting for 3.75/hrs. day	11-214-100- 106-000-093	9/6/16- 6/30/17	Transfer
12.	Julia Hambrecht	HS	Para – Falcons Nest	Step 1 \$13.09/hr for 3.0 hrs/day from 11/1/16- 5/23/17 +toileting \$2.00	11-190-100- 106-000-070	9/12/16- 6/30/17	Change in start date
13.	Elizabeth Harrison	MTMS	Spec. Ed. Para one/one	Step 5 Special Ed. \$15.82/hr + toileting \$2.00 6.75 hrs./day	11-214-100- 106-000-093	9/1/16- 6/30/17	Correction in step on guide

14.	Jayoti Ghosh	Oak Tree	Para – cafeteria	Step 1 \$13.09 for 2.5 hrs/day	11-000-262-107-000-060	9/19/16-6/30/17	Replacement position
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DD. It is recommended that the Board approve the following substitutes for the 2016-2017 school year:

Certificated

Nancy Kumar-Jain
Dana Mattia

Substitute Teacher
Substitute Teacher

Non Certificated

Lisa Dancyger
Christina Apuzzo
Shantel McLeod
Caitlyn Magee
Sara Mychalchyk
Kenneth Graf

Substitute Paraprofessional
Substitute Paraprofessional
Substitute Paraprofessional
Substitute Avid Tutor
Substitute Avid Tutor
Substitute Volunteer Coach

II. BOARD ACTION (Items A through Q) (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. Residency Contracts

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 Contracts whose family is under contract for future residency in Monroe Township.

B. It is recommended that the Board approve the previously submitted list of requests for Staff Professional Development.

C. It is recommended that the Board approve the previously submitted list of requests for Field Trips.

D. It is recommended that the Board approve the previously submitted list of Student Teachers for the 2016-2017 school year.

E. It is recommended that the Board approve a workshop presented by Kirsten Widmer of Staff Development Workshops, Inc. on Elementary RTL training on September 19, 2016 in the amount of \$1,700.00.

F. It is recommended that the Board of Education approve the suspension with pay of employee number 003819, retroactive to September 2, 2016 through September 6, 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.

- G. It is recommended that the Board of Education approve the previously submitted Agreement between the Board, the Monroe Township Education Association and teaching staff member Sinead Kelly. The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Agreement.
- H. It is recommended that the Board approve the submission of the District's Technology Plan for Digital Learning for the 2016-2019 school years.
- I. It is recommended that the Board approve the change in instructor and tuition for the following classes in Community Education program for the Fall 2016 program:

Jena Brown	Pottery	\$57.50 per student
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J. ***Field Trip Request**

It is recommended that the Board approve students' no. 80633 and 80546 to participate in practices and attend the All State Band in Atlantic City on November 10, 2016 through November 12, 2016. The fee participation in All State Band which includes housing and meals is \$300 per student. Transportation will be provided by the parents or NJMEA, and the NJMEA will be responsible for chaperoning.

K. ***Field Trip Request**

It is recommended that the Board approve student's no. 83267 and 80486 to participate in practices and attend the All State Chorus (mixed chorus) in Atlantic City on November 9, 2016 through November 11, 2016. The fee participation in All State Chorus which includes housing and meals is \$300 per student. Transportation will be provided by the parents or NJMEA, and the NJMEA will be responsible for chaperoning.

L. ***Field Trip Request**

It is recommended that the Board approve student no. 80543 to participate in practices and attend the All State Chorus (treble chorus) at the New Jersey PAC on February 23, 2017 through February 25, 2017. The fee participation in All State Chorus which includes housing and meals is \$300 per student. Transportation will be provided by the parents or NJMEA, and the NJMEA will be responsible for chaperoning.

M. ***Field Trip Request**

It is recommended that the Board approve student's no. 83267 to participate in practices and attend the All Eastern Chorus in Atlantic City on April 5, 2017 through April 8, 2017. The fee participation in All Eastern Chorus which includes housing and meals is \$495 per student. Transportation will be provided by the parents or NJMEA, and the NJMEA will be responsible for chaperoning.

N. It is recommended that the Board of Education approve the previously submitted Agreement between the Board and the Monroe Township Education Association regarding the relocation of teaching staff members for the 2016-2017 school year. The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Agreement.

O. *It is recommended that the Board approve the following curriculum for approval for the 2016-2017 school year:

- SAT Verbal
- Spanish 2 Honors
- Spanish 3 Honors
- Spanish 4 Honors
- Italian 2 Honors
- US History II
- US History II Honors
- American Studies II
- Introduction to Forensic Science
- Grade 6 Science
- Grade 7 Science
- Health Grades 1-3
- Transition to Post-secondary Options

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

- P 3111 Creating Positions
- P 3126 District Mentoring Program
- R 3126 District Mentoring Program
- P 3141 Resignation
- P 3144 Certification of Tenure Charges
- R 3144 Certification of Tenure Charges
- P 3159 Teaching Staff Members/School District Reporting Responsibilities
- P 3231 Outside Employment as Athletic Coach
- P 4159 Support Staff Member/School District Reporting Responsibilities
- P 5305 health Services Personnel
- P 5350 Student Suicide Prevention
- R 5350 Student Suicide
- P 5514 Student Use of Vehicles on School Grounds
- R 5514 Abolish
- P 7481 Unmanned Aircraft Systems
- P 8454 Management of Pediculosis
- P 9541 Student Teachers/Interns

Q. It is recommended that the Board approve the following out-of-district placements for the 2016-2017 school year:

90279 – CPC High Point School – Start date is 9/6/16 at a per diem rate of \$359.98
(This student was moved from East Mountain School to CPC)

90118 - Rugby School – Start date is 9/8/16 at a per diem rate of \$369.63
(This student was moved from Coastal Learning Center to Rugby)

82805 – East Mountain School – Start date is 9/6/16 at a per diem rate of \$351.27
(New placement)

89291 – Willowglen Academy – Start date is 8/18/16 at a per diem rate of \$272.13
(This student was moved by the state from their home to a residential placement and placed for the educational piece at Willowglen Academy in Sparta, NJ)

10. **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 the Monroe Township Board of Education approve the appointment of the firm of Teresa Vigliano, CPA, to perform general accounting & bookkeeping services for the Board retroactively from September 6, 2016 through November 16, 2016, as needed. This appointment is necessary due to the resignation of the District’s Staff Accountant, pending Board appointment of an employee to fill this position. The extension of the previously approved Proposal for Services from the firm of Teresa Vigliano dated February 18, 2016 is hereby approved for the same time period at the rate of \$50 per hour for an estimated 24 billable hours per week (“Agreement”).

BE IT FURTHER RESOLVED that notice of the award of the above described Agreement for general accounting & bookkeeping services shall be provided as required by N.J.S.A. 18A:18A-5a(1).

BE IT FURTHER RESOLVED that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board’s office.

BE IT FURTHER RESOLVED that the Superintendent of Schools 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 Willowglen Academy, Newton Campus, 8 Wilson Drive Sparta Township, NJ 07871 to provide educational services to district students placed in their facility.
3. It is recommended that members of the Monroe Township Board of Education approve McCabe Environmental Services, LLC to provide professional services for AHERA asbestos inspections, testing and reporting for the 2016/2017 school year at the following rates:
 - Certified Asbestos Monitor/Project Manager : \$95.00/hour
 - Senior Project Manager/Spec Writer : \$105.00/hour
 - Licensed Asbestos Professional/Principal : \$115.00/hour
4. *It is recommended that members of the Monroe Township Board of Education approve the previously submitted proposal for Delta-T Group, One Woodbridge Center, 5th floor suite 512, Woodbridge, NJ 07095 to provide bus aides for transportation for the 2016/2017 school year.

B. TRANSFER #1

It is recommended that members of the Monroe Township Board of Education approve Transfer #1 for July 30, 2016 for Fiscal Year 2016/2017 as previously submitted.

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 July 2016, 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 2016 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. * BILL LIST

It is recommended that the bills totaling \$8,686,754.41 for July 2016 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

E. NEW JERSEY SCHOOLS INSURANCE GROUP 2016 ERIC NORTH SAFETY AWARD

It is recommended that the members of the Monroe Township Board of Education accept the 2016 Eric North Safety Award in the amount of \$21,735.00 and authorize its intended use to upgrade exterior doors and card swipe access at the Monroe Township Middle School for student drop-off & pick-up access.

F. *RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONROE, IN THE COUNTY OF MIDDLESEX, NEW JERSEY AWARDED THE LEASE PURCHASE FINANCING FOR THE ACQUISITION OF VARIOUS VEHICLES AND EQUIPMENT

WHEREAS, the Board of Education of the Township of Monroe, in the County of Middlesex, New Jersey (the “Board”) did heretofore adopt and approve a resolution authorizing the receipt of bids for financing the acquisition of various vehicles and equipment (collectively, the “Vehicles and Equipment”); and

WHEREAS, a request for bid for the lease purchase financing of the Vehicles and Equipment (the “Request”) was duly published and proposals for the lease purchase financing of the Vehicles and Equipment were duly solicited pursuant to the terms of the Request and the bid specifications attached hereto as Exhibit A (the “Bid Specifications”); and

WHEREAS, sealed bids containing proposals for the lease purchase financing of the Vehicles and Equipment were received on September 7, 2016 from the following:

<u>Name of Bidder</u>	<u>Interest Rate</u>
TD Equipment Finance, Inc.	1.6750% (yield maintenance)
TD Equipment Finance, Inc.	1.7487(no prepayment penalty)
US Bancorp Government Leasing and Finance, Inc.	2.556
Government Capital Corporation	2.95
Carlyle Capital Markets, Inc.	No bid

WHEREAS, the proposal of TD Equipment Finance, Inc. (yield maintenance) , in the form thereof attached hereto as Exhibit B (the “Proposal”), offered lease purchase financing of the Vehicles and Equipment at the lowest fixed interest rate for the term of the lease purchase financing, in accordance with the requirements of the Request and the Bid Specifications.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD AS FOLLOWS:

SECTION 1. That the Bid Specifications and their use in the solicitation of bids are hereby ratified and approved in all respects.

SECTION 2. That the lease purchase financing of the Vehicles and Equipment is awarded to TD Equipment Finance, Inc. and the Proposal thereof referred to in the recitals above is hereby accepted, the lease purchase financing to bear interest at the fixed rate as set forth in the Proposal.

SECTION 3. That the Board hereby covenants to comply with the provisions of the Internal Revenue Code of 1986, as amended (the “Code”) applicable to the lease purchase financing and covenants not to take any action or to permit any action to be taken which would cause the interest component on the lease purchase financing to lose the exclusion from gross income for Federal income tax purposes provided under Section 103 of the Code or cause the interest component on the lease purchase financing to become an item of tax preference under Section 57 of the Code.

SECTION 4. That the Board hereby designates the interest component on the lease purchase financing as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code (relating to an exception to the disallowance of interest expense of certain financial institutions allocable to tax-exempt interest). The Board Secretary is hereby authorized and directed to satisfy any reporting requirements made necessary by any Federal rules and regulations with respect to such designation of the interest component on the lease-purchase financing.

SECTION 5. The Board hereby authorizes the Board Secretary, the Superintendent, Bond Counsel, the Auditor and any other professionals of the Board to proceed with the lease purchase financing, including the drafting of any documents necessary therefor. The Board hereby ratifies and approves all actions previously taken by the Board Secretary, the Superintendent, Bond Counsel, the Auditor and any other professionals of the Board in connection with the drafting and negotiation of any documents necessary in connection with the lease purchase financing.

SECTION 6. The Board Secretary, the Board President, the Board Vice President, the Superintendent and the Chairperson and Vice-Chairperson of the Board’s Finance Committee are hereby authorized to execute all documents necessary for the lease purchase financing, including without limitation, such documents necessary to evidence the exclusion of the interest component on the lease purchase financing from gross income for Federal income tax purposes, including, inter alia, the status of the lease purchase financing as other than “private activity bonds” within the meaning of section 141 of the Code.

SECTION 7. The Board President, the Board Vice President, the Superintendent, the Chairperson and Vice-Chairperson of the Board’s Finance Committee and the Board Secretary are hereby authorized and directed to determine all matters in connection with the lease purchase financing of the Vehicles and Equipment not determined by this or subsequent resolution of the Board, as permitted by law.

SECTION 8. A copy of this resolution shall be placed on file with the Board Secretary.

SECTION 9. This resolution shall take effect immediately.

G. DISPOSITION OF PROPERTY - BUSES

It is recommended that the Board of Education approve the disposal of three (3) obsolete school buses, which are no longer necessary for school purposes and which have very minimal, if any, value, as follows:

NUMBER	YEAR	MAKE	VIN #
25	2000	GMC	1GDHG31R1Y1145143
210	2000	INTERNATIONAL	1HVBBABP2YH86895
214	2002	CARPENTER	1HVBBABP01H380618

It is further recommended that title to the aforementioned school busses be transferred to the Monroe Township Fire District No. 3 (“Fire Department”) for use with its Emergency Management Training. The Fire Department shall assume all responsibility for towing the vehicles off-site and shall assume all liability with respect to the vehicles. The Board President 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.

H. 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, or 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 the 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 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 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 with 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 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 Jersey School Board Fall School Law Forum
Atlantic City, NJ**

Staff/Board Member	Date(s) of Travel	Transportation, Tolls & Mileage Reimbursement *(a)	Workshop Fee for NJSBA members
Board Members			
Tom Nothstein	10/27/16	Not-applicable	\$75.00

**NJSBA Preparing for Bargaining
Trenton, NJ**

Staff/Board Member	Date(s) of Travel	Transportation, Tolls & Mileage Reimbursement *(a)	Workshop Fee for NJSBA members
Board Members			
Tom Nothstein	10/15/16	\$35.00	\$149.00
Steve Riback	10/15/16	\$35.00	\$149.00

I. TRANSFER #13

It is recommended that members of the Monroe Township Board of Education approve Transfer #13 for June 30, 2016 for Fiscal Year 2015/2016 as previously submitted.

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

Michael C. Gorski, CPA
Prepared by

September 14, 2016
Meeting Date

11. BOARD PRESIDENT’S REPORT
12. OTHER BOARD OF EDUCATION BUSINESS
13. PUBLIC FORUM (See Note 3 below)
14. 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):

- No closed session items at the time of this writing

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.

15. PUBLIC FORUM (See Note 3 below)
16. NEXT SCHEDULED BOARD OF EDUCATION MEETING

Wednesday, October 19, 2016 7:00 p.m. Monroe Township High School

17. 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:38-8.1.**