

Minutes of the Public Board of Education meeting held on November 13, 2013 at the Monroe Township High School.

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

ATTENDANCE

BOARD MEMBERS PRESENT

Ms. Kathy Kolupanowich, Board President

Mr. Ira Tessler, Vice President

Ms. Amy Antelis

Mr. Marvin Braverman

Mr. Ken Chiarella

Mr. Lew Kaufman

Mr. Lou Masters

Mr. Doug Poye

Mr. Anthony Prezioso

BOARD MEMBERS ABSENT

None

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Mr. Robert Czarneski

STUDENT BOARD MEMBERS PRESENT

Ms. Cori Haider

Ms. Francesca Speranza

STAFF PRESENT

Dr. Kenneth R. Hamilton, Superintendent of Schools

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

Dr. Jeff Gorman, Assistant Superintendent of Schools

MEMBERS OF THE PUBLIC -37

After the Pledge of Allegiance and roll call, the Board President read the following statement:

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Monroe Township Board of Education has caused notice of this meeting to be published by having the date; time and place thereof posted November 7, 2013:

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

Following the opening statement Ms. Kathy Kolupanowich, Board President congratulated Mr. Lew Kaufman on his re-election to the School Board, Ms. Michele Arminio and Mr. Tom Nothstein on their election to the Board and extended a warm welcome to both. Ms. Kolupanowich thanked both Mr. Masters and Mr. Tessler for the time they served on the Board and acknowledged some of the accomplishments that the Board achieved during that time period some of which were:

The opening of Oak Tree Elementary School, opening of the new High School, renovation and re-opening of Applegarth Elementary School and the renovation of the old High School which currently serves as the Middle School noting that all were completed on time and under budget, roof replacements at Brookside School and the Marasco Performing Arts Center, 2 successful negotiations, lowered adequacy spending, a 17 million budget cut, many safety and security upgrades were made, improved test scores, addition of busses to the district's fleet, implementation of the AVID Program, improved the Special Education Program, addition of an autistic apartment in the high school, implementation of the MECA and Kindergarten Enrichment Programs and noted that the district has received many recognitions and awards during this time period. Ms. Kolupanowich then stated that they should be proud of the above accomplishments and on behalf of herself and the Board she expressed her gratitude for their service to the community, the Board and to the students of Monroe.

#### STUDENT BOARD MEMBERS' REPORT-

Ms. Speranza reported that in October students at Brookside Elementary School raised money for breast cancer awareness by purchasing pencils and bracelets, some students at Brookside donated their Halloween candy and made cards for the troops in Iraq as a celebration for Veteran's Day, Mill Lake's Toys for Tots campaign will run from November 15 through December 13, 2013, Mill Lake's 1<sup>st</sup> and 2<sup>nd</sup> grade students will host the International Food Fest on December 6, Mill Lake's Annual Jump Rope for Heart will be held on December 11<sup>th</sup>. Ms. Haider added that the students from Brookside are holding their annual Holiday Food Drive and preparing packages for those in need in Monroe and the Feeding Frenz Organization, AVID students at the High School will be hosting a Thanksgiving Food Drive along with the Rise Foundation, Challenge Day will be held December 10- 12, 2013, the High School Falcon Football Team participated in a Tackle Hunger Food Drive where they asked students to donate a canned food item when they entered the gates for the game. The canned foods were then donated to the Jamesburg Food Pantry. Ms. Haider congratulated the Monroe Township High School Marching Band and Color Guard for winning the US Bands Group II National Championship held in Allentown, Pennsylvania.

#### MILL LAKE ELEMENTARY SCHOOL PRESENTATION-

Dr. Lynn Barberi, Mill Lake School Principal presented a video of Mill Lake School. The video highlighted various activities, fundraisers and murals at the school. The presentation showcased three of the many things that make Mill Lake such a great school. The first demonstrated how teachers teach children in active and engaging ways that make the concept real. The second displayed how Mill Lake teachers and staff make learning fun, and the third emphasized how Mill Lake teachers and staff make learning meaningful. Dr. Barberi emphasized that at Mill Lake School they focus on developing the whole child through their Character Education Initiatives while promoting respect, citizenship, caring, fairness, honesty and responsibility at all times.

#### PRESENTATION OF THE 2012-2013 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Mr. Gorski, Business Administrator/Board Secretary introduced Mr. Gerard Stankiewicz, Partner with the auditing firm of Samuel Klein and Company.

Mr. Stankiewicz stated that the Board was in receipt of two reports, the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance both for fiscal year ending June 30, 2013. He explained both reports and stated that there were no recommendations and further that it was clean and unqualified.

Mr. Stankiewicz explained that samples are taken from several areas including payroll to ensure that accurate payments to pension are being made from the proper accounts, accounts payable, capital projects, student activity funds, grant activity to ensure compliance, and bank reconciliations to ensure that they agree with the general ledger.

A motion was made by Ms. Antelis and seconded by Mr. Braverman that Members of the Board of Education accept and approve the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance, and hereby approve and authorize the submission of the required Corrective Action Plan (C.A.P.) to the County Office indicating that there are no recommendations for fiscal year ending June 30, 2013 be approved by consent roll call. Roll Call 10-0-0-0. Motion Carried.

Mr. Stankiewicz commended Mr. Gorski and the Business Office staff for all their hard work, helpfulness and professionalism in producing a report with no recommendations. Mr. Gorski expressed his appreciation to the Board of Education for their support and the public for their trust and support. The public was invited to ask questions or make comments as related to the aforementioned reports. There were no questions or comments from the public. Mr. Tessler congratulated Mr. Gorski and the Business Office for their efforts in producing another audit without recommendations.

PUBLIC FORUM - None

#### APPROVAL OF MINUTES

A motion was made by Mr. Chiarella and seconded by Mr. Masters to approve the minutes for the Public Board of Education Meeting held on October 16, 2013. Motion Carried.

A motion was made by Mr. Chiarella and seconded by Mr. Masters to approve the minutes for the Closed Session Board of Education Meeting held on October 16, 2013. Motion Carried.

A motion was made by Mr. Masters and seconded by Mr. Chiarella to approve the minutes for the Special Public Board of Education Meeting held on October 21, 2013. Motion Carried with Ms. Antelis and Mr. Kaufman abstaining.

A motion was made by Mr. Masters and seconded by Mr. Tessler to approve the minutes for the Closed Session Special Board of Education Meeting held on October 21, 2013. Motion Carried with Ms. Antelis and Mr. Kaufman abstaining.

#### COMMITTEE REPORTS

Mr. Kaufman, Chairperson of the Curriculum Committee reported that the Committee met earlier in the evening and discussed the funding of AP Testing. The Committee recommends that the Board continue to fund the testing. Dr. Gorman, Assistant Superintendent provided the Committee with the High School Text Book Inventory List as requested by Mr. Kaufman. The list specified if the

textbook was in print or digital media. The Committee will continue to look at options to go with digital media as they become available providing it is economically feasible.

#### FINANCE COMMITTEE

Ms. Amy Antelis, Chairperson of the Finance Committee reported that the committee met on Monday, November 11, 2013 and Mr. Gorski advised the Committee that New Jersey School Boards Association Insurance Group will award five million dollars in 2014 for Safety Grants to member districts. Mr. Gorski represented that Monroe will be applying for the maximum amount of grants possible. Mr. Gorski presented the Committee with the 2012-2013 Comprehensive Annual Financial Report and Auditor's Management Report on Administrative Findings — Financials, Compliance and Performance.

A motion was made by Ms. Antelis and seconded by Mr. Prezioso that the members of the Monroe Township Board of Education authorize and approve the repayment of the General Fund loan from the Monroe Employee Childcare Academy (M.E.C.A.) proprietary fund to be paid from available cash within the Monroe Employee Childcare Academy fund in the minimum amount of \$5,000 per month beginning December 2013, as funds permit at the discretion of the Superintendent of Schools be approved by consent roll call. Roll Call 10-0-0-0. Motion Carried.

#### BUILDINGS, GROUNDS AND TRANSPORTATION COMMITTEE

Mr. Lou Masters, Chairperson of the Buildings, Grounds and Transportation Committee reported that the committee met on Monday, November 11, 2013 and they were advised that the lease for the trailer at Applegarth School expires on September 1, 2014. The Committee requested that Administration explore options for leasing office space and report back at the next committee meeting. Administration reported that the Middle School Roof Project is substantially completed; The Field of Dreams Initiative is on hold until plans can be presented for full Board consideration at the December meeting, and the Oak Tree Grey Water System continues to experience operational problems. Administration reported that the cost savings from the system are minimal. Therefore, Administration recommended and the Committee concurred that the system be taken off-line and the Municipal water bypass put in service to provide water for toilet flushing.

#### SUPERINTENDENT'S REPORT/RECOMMENDATIONS

Dr. Hamilton stated that he issued a press release stating that Monroe Township High School is being honored by School Board for placement in the fourth annual AP District Honor Roll. Dr. Hamilton added that reaching this goal indicates that the district is successfully identifying motivated academically prepared students whom are likely to benefit from the AP courses. Since 2011 Monroe Township High School has increased the number of students participating in AP courses by 50% while improving the 20% of students earning AP exam scores of 3 or higher by 7%.

Dr. Hamilton acknowledged and congratulated the High School Marching Band and color guard who ranked first place out of 24 bands, receiving a school record score of 95.6 and received the award for overall effects.

#### ENROLLMENT

HOME INSTRUCTIONFIRE/LOCKDOWN DRILLSPERSONNEL

A motion was made by Mr. Chiarella and seconded by Mr. Tessler that Personnel Items (A- U) be approved by consent roll call. Roll Call 10-0-0-0. Motion Carried. A copy of the Personnel Section of the Superintendent's Report is attached to the official set of minutes.

BOARD ACTION

A motion was made by Mr. Chiarella and seconded by Ms. Antelis that Board Action Items (A - N) be approved by consent roll call. Roll Call 10-0-0-0. Motion Carried A copy of the Board Action Section of the Superintendent's Report is attached to the official set of minutes. A motion was made by Mr. Tessler seconded by Mr. Masters that members of the Board of Education approve the amended Board Action Items O and P by consent roll call. Roll Call 10-0-0-0. Motion Carried with Mr. Poye abstaining on Item O.

BUSINESS ADMINISTRATORS'S REPORT/RECOMMENDATIONS

A motion was made by Mr. Masters and seconded by Ms. Antelis that Board Action Items (A - I) be approved by consent roll call. Roll Call 10-0-0-0. Motion Carried. A copy of the Board Action section of the Business Administrator's Report is attached to the official set of minutes.

BOARD PRESIDENT'S REPORT

Ms. Kolupanowich reported that she attended the New Jersey School Boards Workshop 2013 in October where she had the opportunity to speak with board members from other districts regarding public meetings. Ms. Kolupanowich was proud to report that this district runs public meetings properly, effectively and always follows Roberts Rules of Order. One of the things that stood out was that Monroe offers two public forums that provide the public to not only ask questions and express their concerns but have their questions answered by administration or board members. Most districts only allow the public to make statements.

OTHER BOARD OF EDUCATION BUSINESS

Mr. Chiarella asked if there was any truth to the rumor about adding three days to the school calendar. Dr. Hamilton answered that the Sun National Bank Center is unable to accommodate us with the current graduation date. Administrators are looking at other alternatives rather than revising the calendar. Mr. Tessler added that he would like to see the calendar remain as is and if no other facility can accommodate us he suggested that the ceremony be held at the High School. Mr. Kaufman added that holding the graduation at the high school may cause damage to the facility, noting that the turf fields were not designed to sustain such. Mr. Kaufman then congratulated the Marching Band and Color Guard for their accomplishment and advised that the trophy is currently in the lobby for viewing. Mr. Kaufman noted that he would like to see the presentation of their championship win in Allentown and asked if it could be posted on the district website. Mr. Masters

questioned if it would be possible to get a sign to acknowledge the marching band's championship win like the football team currently has. Dr. Hamilton advised that the Board would have to refer to the policy regarding that matter. Mr. Poye commended Mr. Gorski and his staff on the Auditor's Report and for keeping the district's financial ship afloat and on course. Mr. Poye also commended the teachers of the Advanced Placement Courses for all their hard work and dedication in helping Monroe be recognized on the AP Honor List.

#### CLOSED SESSION – RESOLUTION

Be It Resolved, that the Board of Education of the Township of Monroe hereby moves to go into Closed Session, in accordance with Sunshine Law, Chapter 231 of the Public Laws of 1975 (N.J.S.A. 10:4-6 through 10:4-21), to discuss the following subject(s):

- Student Matters: Harassment, Intimidation, and Bullying Incidents

Incident No.	Date	School	Student No.
4	10/10/2013	MTMS	85538
5	10/10/2013	MTMS	81755
6	10/21/2013	MTMS	82659, 83493, 80588
7	10/24/2013	HS	85945, 86667
8	10/27/2013	MTMS	82173, 80549
9	10/27/2013	MTMS	82512
10	11/1/2013	MTMS	83042
11	11/1/2013	MTMS	83234
12	11/4/2013	Oak Tree	87529, 86988

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

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

Adjourned to Closed Session at 8:18 p.m.

Returned to Public Meeting at 8:33 p.m.

#### PUBLIC FORUM-

Chrissy Skurbe 8 Seminole Court - Ms. Skurbe reported that the Applegarth / Oak Tree PTA will be purchasing two iPads for both Applegarth and Oak Tree Schools. Next, Ms. Skurbe asked what the \$6.00 fee for the field trip to Trenton Thunder covers. Dr. Gorman answered that the \$6.00 is the admission charge. Ms. Skurbe then asked why the Board is covering the transportation costs related

to the trip when they do not cover other field trips. Dr. Hamilton answered that he will get back with her but most likely the transportation fee is being covered through a grant from the DARE Program.

Michele Arminio 9 Nathaniel Street - inquired if the district discontinues the use of the Grey Water System will they lose the Lead Certification and if it is cost efficient to discontinue it. Mr. Masters replied that they are still looking into whether or not any certification will be lost. Mr. Masters added when you compare the costs associated with utilizing and repairing the system it is more cost effective to discontinue using it.

Steve Riback 23 Riveria Drive - asked for an update from the Board Representative on the Township Committee which is studying the effects on the schools in regards to development growth. Mr. Poye reported that there haven't been any meetings or communication from the Planning Board Subcommittee since he last reported at the August 21<sup>st</sup> Board of Education meeting.

Robert Roche 18 Muirfield Blvd. - inquired if the Board has looked into Mr. Zeglarski's idea about the township sharing some of the sewer connection fees with the district. Ms. Kolupanowich answered that there hasn't been any discussion within the Board.

#### ADJOURNMENT

A motion was made by Mr. Chiarella and seconded by Mr. Kaufman that the meeting be adjourned. Motion Carried Unanimously. The public meeting adjourned at 8:45 p.m.

Respectfully submitted,



Michael C. Gorski, CPA

Business Administrator/Board Secretary

**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**

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**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, NOVEMBER 13, 2013**

**7:00 P.M.**

**MONROE TOWNSHIP HIGH SCHOOL**

**(PLEASE TURN OFF ALL CELL PHONES AND PAGERS DURING THE MEETING)**

**(Recording Board Meetings)\*\***

1. **CALL TO ORDER**
  
2. **PLEDGE OF ALLEGIANCE**



3. ROLL CALL

BOARD MEMBERS

Ms. Kathy Kolupanowich, Board President

Mr. Ira Tessler, Board Vice President

Ms. Amy Antelis

Mr. Marvin Braverman

Mr. Ken Chiarella

Mr. Lew Kaufman

Mr. Louis Masters

Mr. Doug Poye

Mr. Anthony Prezioso

JAMESBURG BOARD MEMBER REPRESENTATIVE

Mr. Robert Czarneski

STUDENT BOARD MEMBERS

Ms. Cori Haider

Ms. Francesca Speranza

4. STATEMENT (BOARD PRESIDENT)

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Monroe Township Board of Education has caused notice of this meeting to be published by having the date; time and place thereof posted November 7, 2013:

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

5. STUDENT BOARD MEMBERS' REPORT

6. MILL LAKE ELEMENTARY SCHOOL PRESENTATION

7. PRESENTATION OF THE 2012-2013 COMPREHENSIVE ANNUAL FINANCIAL REPORT

8. PUBLIC FORUM\*9. APPROVAL OF MINUTES

Public Board of Education Meeting, October 16, 2013

Closed Session Meeting, October 16, 2013

Special Public Board of Education Meeting, October 21, 2013

Closed Session Meeting, October 21, 2013

10. COMMITTEE REPORTS11. SUPERINTENDENT'S REPORT/RECOMMENDATIONS**I. Enrollment**

	<u>10/31/13</u>	<u>9/30/13</u>	<u>Difference</u>	<u>10/31/12</u>	<u>Difference</u>
Applegarth School	343	340	+3	285	+58
Barclay Brook School	404	403	+1	438	-34
Brookside School	483	482	+1	541	-58
Mill Lake School	394	391	+3	429	-35
MTMS	1451	1450	+1	1384	+67
Oak Tree	613	612	+1	581	+32
Woodland School	497	494	+3	521	-24
Monroe High School	<u>1967</u>	<u>1972</u>	<u>-5</u>	<u>1899</u>	<u>+68</u>
<b>Total Elementary &amp; Secondary</b>	<b>6152</b>	<b>6144</b>	<b>+8</b>	<b>6078</b>	<b>+74</b>

**I. Enrollment (cont'd)**  
**Out of District Placements**

<b><i>School</i></b>	<b>Monroe</b>			<b>Jamesburg</b>		
	<b><i>Oct.</i></b>	<b><i>Nov.</i></b>	<b><i>Difference</i></b>	<b><i>Oct.</i></b>	<b><i>Nov.</i></b>	<b><i>Difference</i></b>
Academy Learning Center	11	11		1	1	
Bridge Academy	2	2				
Cambridge	1	1				
Center School	2	2				
Center for Lifelong Learn	1	1				
Childrens Center of Monm.	1	1		2	2	
Collier	1	1		1	1	
CPC Upper	1	1				
East Mountain	0	0		1	1	
Eden	2	2		1	1	
Harbor School	1	1				
Hawkswood School	1	1				
KIVA	0	0		1	0	Minus 1
Lakeview School	1	2	Plus 1			
New Roads Parlin	2	2				
New Roads Somerset	1	1				
Mercer Elementary	1	1				
Mercer High School	3	3				
Middlesex County Acad.	0	0		0	1	Plus 1
Millstone WW/Plainsboro	1	1				
Morris Union Jointure DCL	1	1				
Newgrange School	2	2				
Newmark High School	1	1				
Nuview Academy	0	0		1	1	
Princeton Child Develop Inst.	1	1				
Raritan Valley Academy	0	0		1	1	
Rugby	1	1		1	1	
School for Hidden Intellig.	1	1				
Schroth School	2	2				
Search Day Program	1	1				
UMDNJ	2	2				
<b>Total</b>	<b>45</b>	<b>46</b>		<b>10</b>	<b>10</b>	

**II. Home Instruction**

No.	School	Grade	Reason	Home Instructor	Date Started	Date Ended
77917	MTHS	12	CST	Ed. Svc. Commission	9/9/2013	
79109	OOD	7	CST	G. Schnitzer	9/9/2013	
85782	WD	4	CST	Price-Labenski	9/9/2013	
78560	MTHS	12	Illness	Professional Education Services	9/9/2013	9/13/2013
87288	OTS	2	Illness	Bordieri	9/11/2013	
85038	OOD	11	CST	Reiff, Lyons, Wolk, Hardt, Drust	9/11/2013	
78609	MTHS	10	Illness	Reiff, Mazur, Di Meola, Ed. Svc. Commission	9/16/2013	
78176	MTHS	12	Illness	Professional Education Services	9/20/2013	9/24/2013
77903	MTHS	12	SUS	C. Pepe	9/26/2013	
80969	MTHS	10	SUS	McDonald, Mazur	9/26/2013	10/9/2013
86443	BB	K	CST	Sadik, Ed. Svc. Commission	9/30/2013	
78176	MTHS	12	SUS	C. Pepe, Chase, Drust, Ed. Svc. Commission	9/30/2013	
78521	MTHS	12	SUS	Schwartz, Roth, Ongaro, S. Wall	9/30/2013	
77859	MTHS	12	Illness	Princeton Healthcare	9/24/2013	10/24/2013
86666	MTHS	11	Illness	Rutgers University Behavioral Healthcare	9/20/2013	9/25/2013
83811	OTS	5	Illness	Mordes	9/24/2013	
83176	MTHS	9	Illness	Kudrak, Simmons, Drust, M. Wall, Ongaro	10/4/2013	
40402	MTHS	11	SUS	Sran	10/9/2013	10/18/2013
85936	MTHS	12	Admin	M. Hardt, Lyons, Mazur	10/8/2013	
77903	MTHS	12	CST	Ongaro, Pepe, McDonald, Fennessy	10/10/2013	
88706	MTHS	11	Admin	C. Pepe, Deedy, S. Wall	10/10/2013	10/22/2013
88199	MTHS	9	Illness	Professional Education Services	10/15/2013	
84165	MTMS	8	Illness	Education, Inc., Professional Education Services	10/21/2013	
80974	MTHS	11	SUS			
82070	MTHS	10	SUS	Reiff	10/24/2013	
78747	MTHS	10	SUS	Dabkowski, Drust	10/24/2013	
78774	MTHS	11	504	Dougherty, Francis	10/24/2013	
78140	MTHS	11	504	Sran, Roth	10/24/2013	
81159	MTHS	11	Illness	Dougherty, Neues, Drust, Schnitzer, J. Puleio	10/24/2013	
88089	MTHS	9	Illness	Lyons, Kudrak, Riggi	10/29/2013	
83914	WES	5	Illness	Clark	10/29/2013	
88820	MTHS	9	Admin	Reiff, Lyons, C. Pepe, Fennessy	10/30/2013	
80729	MTMS	8	Illness	Rutgers University Behavioral Healthcare	10/29/2013	

**III. Fire Drills/Lockdown Drills**

Applegarth School-----	October 3, 2013
Barclay Brook School -----	October 1, 2013
Brookside School -----	October 2, 2013
Mill Lake School -----	October 1, 2013
Monroe Middle School-----	October 17, 2013
Oak Tree School -----	October 1, 2013
Woodland School -----	October 1, 2013
Monroe High School -----	October 30, 2013

**Lockdown**

Applegarth School-----	October 22, 2013
Barclay Brook School-----	October 23, 2013
Brookside School -----	October 7, 2013
Mill Lake School -----	October 11, 2013
Monroe Middle School-----	October 25, 2013
Oak Tree School -----	October 10, 2013
Woodland School -----	October 15, 2013
Monroe High School -----	October 28, 2013

**IV. Personnel**

- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Trudy Marmorek**, Teacher of Spanish at the High School, effective January 1, 2014.
- B. It is recommended that the Board accept the resignation of **Ms. Astin Williams**, as Senior Class Advisor (50%) at the High School, effective November 16, 2013.
- C. It is recommended that the Board accept the resignation of **Mr. Chris Baldassano**, as the Wrestling Coach at MTMS effective October 31, 2013.
- D. It is recommended that the Board accept the resignation of **Mr. Joseph Eurell**, as Assistant Wrestling coach at the HS effective November 5, 2013.
- E. It is recommended that the Board approve an extended unpaid leave of absence to **Mr. David Simone**, custodian at MTMS, effective October 22, 2013 through November 25, 2013. Mr. Simone's unpaid leave will be counted against his 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, U.N.J.S.A. 34:11B-1 et seq., as appropriate.

- F. It is recommended that the Board approve a medical leave of absence to **Ms. Sharon Aptaker**, LDTC at the High School, effective November 18, 2013 through December 15, 2013 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, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Aptaker may be entitled.
- G. It is recommended that the Board approve an medical leave of absence to **Mr. Edward Weiss**, Bus Driver in the Transportation Department, retroactive to October 23, 2013 pending further action of the Board (for a period of approximately four to six 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, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Weiss may be entitled.
- H. It is recommended that the Board approve an medical leave of absence to **Ms. Debra Lagola**, Bus Driver in the Transportation Department, retroactive to October 28, 2013 through November 4, 2013 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, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Lagola may be entitled.
- I. It is recommended that the Board approve an medical leave of absence to **Ms. Jacqueline Ray**, Bus Driver in the Transportation Department, retroactive to October 11, 2013 through October 30, 2013 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, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Ray may be entitled.
- J. It is recommended that the Board approve a medical leave of absence to **Ms. Christine Duane**, Special Education teacher at the High School, retroactive to October 3, 2013 through October 31, 2013 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, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Duane may be entitled.

- K. It is recommended that the Board approve a medical leave of absence to **Ms. Manal Manhary**, paraprofessional at Mill Lake School, retroactive to November 1, 2013 through November 25, 2013 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, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Manhary may be entitled.
- L. It is recommended that the Board approve an unpaid medical leave of absence to **Mr. Timothy Nally**, teacher of Physical Education at Brookside School, retroactive to November 4, 2013 through January 1, 2014 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, 2011 through June 30, 2014.
- M. It is recommended that the Board approve a maternity leave of absence to **Ms. Casey Valville**, Special Education teacher at Brookside School, effective February 24, 2014 through June 30, 2014 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Valville may be entitled.
- N. It is recommended that the Board approve a medical leave of absence to **Ms. Jennifer Metroke**, Special Education teacher at Brookside School, effective December 2, 2013 through January 1, 2014 and a maternity leave of absence January 2, 2014 through June 30, 2014 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Metroke may be entitled.
- O. 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 January 2, 2014 through April 10, 2014 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2011 through June 30, 2014. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Yates may be entitled.
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- P. It is recommended that the Board approve a medical leave of absence to **Mr. Christopher Gross**, Workstation Specialist at the Middle School, retroactive to September 26, 2013 through October 18, 2013. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Gross may be entitled.
- Q. It is recommended that the Board approve the following teachers for the after school TAG program for the 2013-2014 school year:

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**Woodland – Substitutes**

Olimpia Ciccarella  
Kristen Hummel  
Danielle Kutcher  
Pat Clark

**Applegarth – Substitutes**

Carol Lange

- R. It is recommended that the Board approve the following teachers as substitutes for the after school Basic Skills program for the 2013-2014 school year:

**Applegarth**  
Carol Lange

**Brookside**  
Donna Colossi  
Jennifer Corvinus  
Victoria DeCarlo  
Nancy Mills  
Jodi Rubenstein  
Eric Silverman

**Woodland**  
Kristen Hummel  
Danielle Kutcher  
Nancy Troiani  
Kerilynn Sidler

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S. It is recommended that the Board approve the following certificated staff on the following Step on guide:

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Jamie Jones	Brookside	Teacher of Handicapped – grade 5	Step 1 BA \$48,568 pro rated	11-213-100-101-000-093	12/3/13-6/30/14	Leave position
Carla Lattinelli	MTMS	Family Consumer Science	Step 1 BA \$48,568 pending certification	11-130-100-101-000-080	11/17/13-6/30/14	Replacement position
Michael Fattibene	Brookside	Physical Education	\$95 per diem	11-120-100-101-000-020	11/14/13-12/20/13 pending criminal history	Long-term substitute
Chris, Ciarlariello	HS	Marching Band Drill Instructor	\$1252	11-402-100-100-000-098	2013-14 school year	Advisor position stipend
Sharon Maher	HS	Winter Color Guard	\$1252	11-402-100-100-000-098	2013-14 school year	Advisor position stipend
Ben Ostner	MTMS	Head Wrestling Coach	Step 2 \$3683	11-402-100-100-000-098	2013-14 school year	Advisor stipend position – transfer from assistant coach
Anthony Arcaro	MTMS	Assistant Wrestling Coach	Step 1 \$2143	11-402-100-100-000-098	2013-14 school year	Advisor stipend position
Kelli Faviano	Woodland/Barclay Brook	Speech and Language Specialist	Step 2 MA \$48,723+ \$3450 120%	11-000-216-100-000-098	9/25/13-6/30/14	Modification in step on guide
Julia Bulkley	HS	Graphic Design Supervisor	Additional 17% of contract	11-140-100-101-000-070	Retroactive to 9/1/13-6/30/14	Fulfill elective course of Falcon Life Program
Danielle Drust	HS	Senior Class Advisor 50%	\$2755 (50%) pro rated	11-140-100-101-000-070	11/16/13-6/30/14	Advisor position
Ania Shanholtzer	Applegarth	Anti-Bullying Specialist	\$1,000	11-000-218-104-000-098	2013-2014 school year	Stipend position

Kathy O'Rourke	Barclay Brook	Anti-Bullying Specialist	\$1,000	11-000-218-104-000-098	2013-2014 school year	Stipend position
Donna Colossi	Brookside	Anti-Bullying Specialist	\$1,000	11-000-218-104-000-098	2013-2014 school year	Stipend position
Carol Clark	Mill Lake	Anti-Bullying Specialist	\$1,000	11-000-218-104-000-098	2013-2014 school year	Stipend position
Lauren Colflesh	Oak Tree	Anti-Bullying Specialist	\$1,000	11-000-218-104-000-098	2013-2014 school year	Stipend position
Jamie Newcomb	Woodland	Anti-Bullying Specialist	\$1,000	11-000-218-104-000-098	2013-2014 school year	Stipend position
Fran Schwartz	MTMS	Anti-Bullying Specialist	\$1,500	11-000-218-104-000-098	2013-2014 school year	Stipend position
Dana Oberheim	MTMS	Anti-Bullying Specialist	\$1,500	11-000-218-104-000-098	2013-2014 school year	Stipend position
Cathy Ielpi	HS	Anti-Bullying Specialist	\$2,500	11-000-218-104-000-098	2013-2014 school year	Stipend position
Doreen Mullarney	HS	Anti-Bullying Specialist	\$2,500	11-000-218-104-000-098	2013-2014 school year	Stipend position

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

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Lori Walenty	Barclay Brook	Spec. Ed. Para	Step 1 Spec. Ed. \$13.52 + \$1.00 for toileting for 5.75 hrs/day	11-215-100-106-000-093	10/16/13-6/30/14	Transfer
Jennifer Burkshot	Applegarth	Para-Cafeteria	Step 1 Reg. \$12.52 2.5 hrs/day	11-190-106-100-000-050	11/14/13-6/30/14	Replacement position
Kim Mazza	HS	Secretary	Step 1 10 month secretary guide \$37,787 pro rated	11-000-240-105-000-070	10/1/13-pending further Board action	Leave replacement

Stacy Dickinson	Mill Lake	Para-cafeteria	Step 1 \$12.52/hr 2.5hrs day	11-190- 106-100- 000-040	10/24/13- 6/30/14	Change in start date
Kimberly Strych	HS	12 month secretary	Step 1 \$45,344 pro rated	11-000- 240-105- 000-070	10/3/13- 6/30/14	Resignation replacement
Suzanne Goff	HS	Spec. Ed. Para	Step 1 Spec. Ed. \$13.52/hr for 3.75 hrs day	11-213- 100-106- 000-093	11/14/13- 6/30/14 pending criminal history	New Position
Tim Lamirande	HS	Spec. Ed. Para	Step 1 Spec. Ed. \$13.52/hr for 3.75 hrs day	11-213- 100-106- 000-093	11/14/13- 6/30/14 pending criminal history	New Position
Debbie Van Liew	HS	Drama Producer plays 2 & 3	\$2616 per play	11-401- 100-100- 000-098	2013-14 school year	Advisor position stipend
Joann D. Vincent	Transportation	Driver	Step 2 \$21.64 6.0 hrs/day	11-000- 270-160- 000-096	11/18/13- 6/30/14	Replacement position
Wendy Blank	Mill Lake	Spec. Ed. Para	Step 1 Spec. Ed \$13.52+\$1.00 toileting/hr for 1.5	11-215- 100-106- 000-093	11/11/13- 6/30/14	New position
Lisa Greidinger	Transportation	Bus Driver	Step 2 \$21.64 6.0hrs/day	11-000- 270-160- 000-096	12/1/13- 6/30/14	Resignation replacement
Maria Sophia Palencia-Salinas	Transportation	Bus Driver	Step 2 \$21.64 6.0hrs/day	11-000- 270-160- 000-096	12/1/13- 6/30/14	Resignation replacement
Eva Purcell	Applegarth	Para	Step 1 Reg. Ed. \$12.52 for 2.0 hrs/day	11-190- 106-100- 000-050	11/14/13- 6/30/13	Transfer replacement position

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

**Certificated**

Sarah Musante	Substitute Teacher
Joseph Fuoco	Substitute Teacher
Mary Capasso	Substitute Teacher
Christina Leili	Substitute Teacher
Jennifer Schwartz	Substitute Teacher
Jursy Wallace	Substitute Teacher
Samantha McNamara	Substitute Teacher
Laurie Gang	Substitute Teacher
Christine Yan	Substitute Teacher
Lois Mandell	Substitute Teacher
Jennifer Bova	Substitute Teacher
Mindy Falcone	Substitute Teacher
Jaclyn Schnaper	Substitute Teacher
Kim Shjarback	Substitute Teacher
Louis Sciancalepore	Substitute Teacher
Amy Riemer	Substitute Teacher
Rebecca Kiss	Substitute Teacher
Caitlyn Prestridge	Substitute Teacher
Sharon Kozlosky	Substitute Teacher

**Non Certificated**

Patricia Dazos	Substitute Para
Wayne Modzelewski	Substitute Driver
Martin Silver	Substitute Driver

**V. Board Action**

- A. It is recommended that the Board approve the attached list of requests for Staff Professional Development.
- B. It is recommended that the Board approve the attached list of requests for Field Trips.
- C. It is recommended that the Board approve the attached list of Student Teachers for the 2013-2014 school year.
- D. It is recommended that the Board approve the attached list of Student Suspensions for October 2013.
- E. It is recommended that the Board approve the Middle School Dare Trip to the Trenton Thunder game on May 15, 2014 at a cost of \$6.00 per student for 550 students/chaperones at a total cost of \$3,300.00.

- F. It is recommended that the Board approve the license agreement with Explore Learning for Full Gizmos access for science teachers at a cost of \$3500.00
- G. It is recommended that the Board approve the attendance and registration fee of \$150 for Student No. 79127 to attend the Hugh O'Brian Youth Leadership seminar June 20-22, 2014.
- H. It is recommended that the Board approve the following student and placement:

Student No.	School	Tuition	Start Date
88108	Academy Learning Center	\$270 per diem	9/4/13
88822	Lakeview School	\$421.21 per diem	10/22/13
82658	Search Day Program	\$165 per diem – one on one aide	11/1/13
78521	Middlesex County Academy	\$352 per diem	11/14/13-1/30/14

- I. It is recommended that the Board approve the following job descriptions:

Security Guard  
School Anti-Bullying Specialist

- J. It is recommended that the Board approve the creation, on a trial basis, of the following clubs:

Red Cross Club  
Latin Honor Society

- K. It is recommended that the Board approve the following curriculum documents for the 2013-2014 school year:

Fashion Merchandising  
AP Studio Art  
Health and Physical Education, Grades, 7, 8, 9, and 10  
Media Curriculum Grades 3-5  
Italian – Grade 7  
Monsters in Literature  
Algebra I  
Dynamics of Trigonometry  
Dynamics of Algebra II  
AP Chemistry  
High Scope PreSchool

- L. It is recommended that the Board approve the following schools and personnel for the School Improvement Panel for the 2013-2014 school year:

**Brookside**

Principal – Dori Alvich  
Supervisor – Robert Mele  
Teacher – Rhonna Griffin

**Woodland**

Principal – Adam Layman  
Assistant Principal – Tony Pepe  
Teacher – Bethanne Augsbach

**Barclay Brook**

Principal – Erinn Mahoney  
Supervisor – Marie Pepe  
Teacher – Katherine Rosso

**Applegarth**

Principal – Dennis Ventrello  
Supervisor – Susan Gasko  
Teacher – Cindy Hill

**Oak Tree**

Principal – Patricia Dinsmore  
Assistant Principal – Pam Amendola  
Teacher – Amanda McGarry

**Mill Lake**

Principal – Lynn Barberi  
Supervisor – Bonnie Burke  
Teacher – Carole Murphy

**Monroe Township Middle School**

Principal – Chari Chanley  
Assistant Principal – James Higgins  
Teacher – Patricia Smith

**Monroe Township High School**

Principal – Robert Goodall  
Assistant Principal – Scott Madreperla  
Teacher – Manjit Sran

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

Policy 7102	Site Selection and Acquisition
Policy 7130	School Closing
Policy 7300	Disposition of Property
Policy 7410	Maintenance and Repair
Reg. 7410	Maintenance and Repair
Policy 7420	Hygienic Management
Reg. 7420	Handling and Disposal of Body Wastes and Fluids
Policy 7433	Hazardous Substances
Policy 7435	Alcoholic Beverages on School Premises
Policy 7436	Drug Free Workplace
Policy 7440	Security of School Premises
Reg. 7440	School Security
Policy 7450	Property Inventory
Reg. 7450	Property Inventory
Policy 7480	Motor Vehicles on School Property
Policy 7490	Animals on School Property
Policy 7513	Recreational Use of Playgrounds
Policy 7520	Loan of School Equipment
Policy 7610	Vandalism
Reg. 7610	Vandalism
Policy 7650	School Vehicle Assignment, Use, Tracking, Maintenance and Accounting
Reg. 7650	School Vehicle Assignment, Use, Tracking, Maintenance and Accounting

N. **2013-2014 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** for the period 9/1/13-11/13/14:

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
9/9/13	Woodland	Damage to Property	\$980
10/28/13	HS	Assault	

O. It is recommended that the Board approve the attached change in job description title of Security Coordinator to Director of Security.

P. It is recommended that the Board approve the attached a Side Bar Agreement between the MTEA and the Board of Education.

12. BUSINESS ADMINISTRATOR'S REPORT /RECOMMENDATIONS

BOARD ACTION

A. BILL LIST

It is recommended that the bills totaling \$8,111,273.17 for September 2013 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

B. BILL LIST – NEW HIGH SCHOOL (BOND SERIES 2004)

It is recommended that the bills totaling \$9,766.00 for September 2013 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 September 2013, which indicates that no major accounts or funds have been over expended and that sufficient funds are available to meet the district's financial obligations for the fiscal year in accordance with N.J.A.C. 6A:23-2.11(b). In accordance with N.J.A.C.6A:23-2.11(c) 3, Be It Further Resolved that the Board Secretary certifies that the September 2013 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. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Board of Education approve The NBN Group, 2 Pin Oak Lane, Cherry Hill, NJ 08003 to provide nursing services for medically fragile students attending Monroe Township Schools at a rate of \$45.00 per hour for a Licensed Practical Nurse and \$55.00 per hour for a Registered Nurse for the 2013-2014 school year.

2. It is recommended that members of the Board of Education approve Education Incorporated 2 Main Street Plymouth, MA 02360 to provide hospital educational services to students admitted into a hospital or treatment center at a rate of \$36.00 per hour for the 2013-2014 school year.

3. It is recommended that members of the Board of Education approve Summit Speech School, 705 Central Avenue, New Providence, NJ 07974 for an Itinerant Teacher to provide service to students who are hearing impaired for the 2013-2014 school year at a fee of \$150.00 per session.



4. It is recommended that members of the Board of Education approve Cambridge School to provide the following services for the 2013-2014 school year:

Social Thinking at \$130.00 a session

Speech and Language at \$140.00 a session

Occupational Therapy at \$140.00 a session

5. It is recommended that members of the Board of Education approve Staffing Plus, 551 W. Lancaster Ave., Haverford, PA 19041 for a Certified School Psychologist at the hourly rate from \$60.00 to \$75.00 per hour for a leave replacement position.

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E. BID AUTHORIZATION – INSTRUCTIONAL COMPUTERS NCLB TITLE I

It is recommended that members of the Monroe Township Board of Education authorize Michael C. Gorski, Board Secretary/Business Administrator and Qualified Purchasing Agent to advertise for and solicit bids for instructional computers. This bid when awarded by members of the Board of Education will be encumbered against NCLB Title I.

F. 403(b) PLAN PROVIDERS

It is recommended that members of the Monroe Township Board of Education acknowledge and approve the following “403(b) Plan Providers” for the 2013/2014 school year:

AXA Equitable 403(b),

First Investors 403(b),

MetLife 403(b),

Oppenheimer Funds 403(b),

T-Rowe Price 403(b),

Valic 403(b), and

Mass Mutual Financial Group 403(b)

G. 457(b) PLAN PROVIDERS

It is recommended that members of the Monroe Township Board of Education acknowledge and approve the following “457(b) Plan Providers” for the 2013/2014 school year:

AXA Equitable 457(b) and

Valic 457(b).

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H. BID AWARD SNOW PLOWING & SNOW REMOVAL

It is recommended that members of the Monroe Township Board of Education award Garden Irrigation the bid to provide Snow Plowing & Snow Removal Services for the 2013/2014 school year as per the attached detail of bid opening on October 29, 2013.

I. R&H THEATRICALS

It is recommended that members of the Monroe Township Board of Education approve R&H Theatricals for Royalties for three performances of Once Upon a Mattress on March 13, 2013, March 14, 2013 and March 15, 2013 at the Monroe Township Middle School at a fee of \$1,773.00. Please refer to the attached contract for supplemental information.

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

Michael C. Gorski, CPA

Prepared by

November 13, 2013

Meeting Date

13. BOARD PRESIDENT'S REPORT14. OTHER BOARD OF EDUCATION BUSINESS15. 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):

Student Matters: Harassment, Intimidation and Bullying Incidents

Incident No.	Date	School	Student No.
4	10/10/2013	MTMS	85538
5	10/10/2013	MTMS	81755
6	10/21/2013	MTMS	82659, 83493, 80588
7	10/24/2013	HS	85945, 86667
8	10/27/2013	MTMS	82173, 80549

9	10/27/2013	MTMS	82512
10	11/1/2013	MTMS	83042
11	11/1/2013	MTMS	83234
12	11/4/2013	Oak Tree	87529, 86988

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

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16. PUBLIC FORUM\*

17. NEXT SCHEDULED PUBLIC BOARD OF EDUCATION MEETING

Wednesday, December 18, 2013 7:00 p.m. Monroe Township High School

18. ADJOURNMENT

\*Public discussion is confined to this portion of the agenda unless permission is granted by the Board President prior to the start of the meeting or when the Board is considering a special agenda item that the Board deems appropriate for public participation. Anyone wishing to address the board is requested to stand and state his/her name and address.

\*\* Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, or distract Board members or other observers present at the meeting.

The Board will permit the use of tape recorder(s), still or movie camera(s), or videotape camera(s) only when notice of such intended use has been given to the Board Secretary one day in advance of the meeting. No more than three camera(s) may be in use at any time, and any camera must be operated in an inconspicuous location in the meeting room.

The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed.

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