

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

ATTENDANCE

BOARD MEMBERS PRESENT

Ms. Michele Arminio
Mr. Marvin Braverman
Mr. Kenneth Chiarella
Mr. Lew Kaufman
Ms. Kathy Kolupanowich
Mr. Thomas Nothstein
Mr. Doug Poye
Mr. Anthony Prezioso

BOARD MEMBERS ABSENT

Ms. Amy Antelis

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Mr. Robert Czarneski

STUDENT BOARD MEMBERS PRESENT

Ms. Cori Haider

STUDENT BOARD MEMBERS ABSENT

Ms. Francesca Speranza

STAFF

Dr. Kenneth R. Hamilton, Superintendent of Schools
Mr. Michael C. Gorski, Business Administrator/Board Secretary
Dr. Jeff Gorman, Assistant Superintendent of Schools

MEMBERS OF THE PUBLIC - 35

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 April 18, 2014:

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

STUDENT BOARD MEMBERS' REPORT

Ms. Haider reported that on May 3rd sixteen DECA students will be attending the International Career Development Conference in Atlanta, Georgia, on May 6th and May 7th students at the High School can pledge to never text and drive, the Junior Prom will take place on May 9th, work on the Oak Tree Community Garden will begin on May 10th, the Fellowship of Christian Athletes will be hosting a Frisbee Tournament on May 15th with all the proceeds going to Mikey's Road to Recovery, and AP Testing will begin on May 5th.

PUBLIC BUDGET HEARING AND FINAL ADOPTION OF THE 2014-2015 SCHOOL BUDGET

Mr. Gorski reported that the feedback from the Preliminary Budget Hearing was that no changes be made to the Preliminary Budget and recommend that it is presented for approval this evening.

ADOPTION OF THE 2014/15 FINAL BUDGET

It is recommended that members of the Board of Education approve the following amounts and resolution for the 2014/15 Final Budget:

Be It Resolved, by the Monroe Township Board of Education that the 2014/15 Final General Fund Budget be adopted in the amount of \$101,673,515 and a Final General Fund Local Tax Levy in the amount of \$88,859,549, inclusive of the allowable adjustment for health care costs of \$506,743, and a Final Special Revenue Fund in the amount of \$953,523 and a Final Debt Service Budget in the amount of \$10,477,116 and a Final Debt Service Local Tax Levy in the amount of \$7,139,140. Whereby, the Final 2014/15 Budget totals \$113,104,154; and

Whereas, the Monroe Township Board of Education has been notified of state aid amounts; and

Whereas, such state aid amounts are:

For 2014/15 the Categorical Special Education Aid is \$2,048,517; and

For 2014/15 the Categorical Security Aid is \$92,501; and

For 2014/15 the Categorical Transportation Aid is \$496,510; and

For 2014/15 the Debt Service Aid is \$682,635; and

For 2014/15 the Other State Aid consisting of:

PARCC Readiness Aid of \$58,980 and

Per Pupil Grant Aid of \$58,980; and

Whereas, the Monroe Township Board of Education has estimated a State Aid amount pursuant to application; and

For 2014/15 the estimated Extraordinary Aid amount is \$214,453, and

Whereas the State's failure to fully fund the School Funding Reform Act of 2008, as well as other factors, has provided insufficient financial support for programs and services contained in the base budget necessitating the application of \$804,098 of unused spending authority to be included in the base budget; and that said needs will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer time, and

Whereas, school district Bylaw #0147, Policy #3440, Policy #4440 and NJAC 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2014/15 school year.

Now, Therefore Be It Resolved, that the Monroe Township Board of Education hereby establishes the school district travel maximum for the 2014/15 school year at the final sum of \$158,422, and

Be It Further Resolved that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded; and

Now Therefore Let It Be Resolved, that the Superintendent of Schools and the Business Administrator/Board Secretary file the required documents with the Executive County Superintendent.

A motion was made by Mr. Chiarella and seconded by Mr. Kaufman to approve the Final 2014-2015 Budget by consent roll call. Ms. Arminio questioned if the total revenue increase was 3.17. Mr. Gorski responded that the total increase in the budget from last year for all funds is \$3,477,508 which is a 3.17 increase. Ms. Arminio asked if it was correct that the district is going from a tax levy from 2013-2014 of \$85,818,172 to \$88,859,549 for 2014-2015. Mr. Gorski responded yes. Ms. Arminio stated that fortunately there was 2.5 million in bond money and approximately nine hundred thousand of surplus that was used for this budget. Mr. Gorski stated that the surplus in the General Fund was \$4,987,830 which was mandated by statute to be applied to the 2014-2015 school year and \$153,341 for the Debt Service Fund as a result from refinancing.

PUBLIC FORUM

Bob Zeglarski 162 Tournament Drive – expressed his concern regarding the R.O.D Grant Partial Window Replacement and Associated Hazardous Abatement Project that would only cost the district \$600,000 not being incorporated into the Budget. Mr. Zeglarski suggested that if the Township would share a portion of the sewer connection fees possibly the district may be able to complete this project. Mr. Gorski responded that Administration and Ms. Kolupanowich met with Wayne Hamilton, Township Business Administrator regarding the possibility of the district receiving a portion of the sewer connection fees. Mr. Hamilton informed them that he did not feel that it would be possible due to local finance board statutes that govern the use of sewer connection fees. Mr. Gorski advised that he spoke with the Township attorney Gregg

Pasquale who informed him that receiving a portion of the sewer connection fees would not be possible due to statute NJSA40A:4-62 and NJSA40A:35.

Joe Castelluccio 20 Ashley Court- stated that the district went to 2% cap in the budget and if the exemptions were included it would have been 3.5 %. Mr. Castelluccio asked why the board didn't include those exemptions and stay within the 2 %. Next, Mr. Castelluccio stated that if the State gives approximately \$4000 per student to comparable towns in Middlesex County the children of Monroe Township should receive the same amount and someone in the community needs to ask the State why our children are not protected under the 14th Amendment of the US Constitution. Ms. Kolupanowich responded that statement falls under the districts quest for more funding and Mr. Gorski will be giving an update on that later this evening. Mr. Gorski explained how the cap adjustment works.

Mike Kucharski 25 Avenue K – inquired if the installation of FM Systems in the 8th Grade classrooms is included in the budget. Mr. Gorski responded yes.

Ms. Arminio stated the statue that Mr. Gorski spoke of earlier which represents the MTUA may no longer exists because the authority has been disbanded. The Township now has a Utility Department within the Township which may change the equation and possibly allow for Mr. Zeglarski's proposal. Mr. Chiarella added that there are state laws that do not allow municipalities to assess impact fees to developers and if the district was to ask the town for a portion of the sewer connector fees we would in fact be doing just that. Mr. Gorski added that Mr. Hamilton made that same point.

Roll Call 8-1-0-1 Motion Carried with Ms. Arminio voting No.

PUBIC FORUM-

Joe Castelluccio 20 Ashley Court – inquired if there was a cell phone use policy for board members during both public meetings and private sessions. Ms. Kolupanowich responded that board members do not have their cell phones out during public meetings and they might have brought them into closed session meetings but she has never seen them out. Mr. Castelluccio suggested that the Board review and understand the law that allows the information passed from cell phone use during public meetings by board members to be view by the public if it is warranted.

Mary Ann Lester 44 Avenue I- asked if the legal bills which totaled \$17,655 listed in the attachments were just for the month of March. Mr. Gorski responded yes, that is a monthly bill. Ms. Lester then asked what the total for the Jamesburg litigation was. Mr. Gorski responded approximately \$90,000 and we are still in the discovery stage. Next, Ms. Lester inquired about the \$10,000 check for Discovery Benefits. Mr. Gorski stated that it represents a deposit that the Board has to place to fund employee participation debit cards and then that money is collected through payroll deductions. Mr. Gorski added that it is not an expense to the Board it is an initial deposit which is reimbursed.

Lou Masters 9 Makalya Court- asked if the proposed approval to advertise bids for maintenance and repairs was for a specific bid or is it for the ability to do it when necessary. Mr. Gorski

responded yes, the proposal is asking the Board for authorization to solicit time and materials rates in case an emergent situation arose we would have the permission to utilize certain contractors. Mr. Masters asked if he could OPRA text messages from Board members to staff and how would he go about doing that. Ms. Kolupanowich responded that he could only OPRA information from cell phones used during Board Meetings. Ms. Kolupanowich congratulated Mr. Masters on being elected to the Zoning Board.

BOARD DISCUSSION OF SPACE FOR SPECIAL SERVICES AND PROFESSIONAL DEVELOPMENT NEEDS

Mr. Gorski and Mr. Jerry Tague, Director of Facilities explained the comparative chart that was given to the Board Members. The chart contained the information of the three sites that they have narrowed down to for PPS and Staff Development. Mr. Tague informed the Board that the space needed for Central Registration is only needed for a one year period as the plan is to relocate that office outside the Middle School once renovations are completed.

Ms. Arminio asked Mr. Tague how much renovation will be needed for each of the three sites, an approximate cost of such and what the CAM (Common Area Maintenance) charges if any are. Mr. Tague responded that at both Monroe Commons and Centre Drive there would not be any renovation to be completed just the cost of carpet and paint. Mr. Tague stated the CAM charges for all three locations are included in the prices shown on the charts.

Mr. Prezioso question how many people will be housed in the PPS location. Ms. Ruela responded 13 to 15 people. Mr. Nothstein inquired if classrooms could be used for Professional Development if a room utilization chart was created or is the space required on a daily basis. Dr. Hamilton responded that it would be difficult to do and that space would need consistency. Ms. Arminio asked if there were five empty classrooms at Mill Lake and if they can be utilized for Professional Development. Dr. Hamilton responded yes. Mr. Poye stressed his concern that the Board doesn't always look far enough down the road when making decisions and moving PPS out of Mill Lake to house MECA is an example of it. Mr. Poye suggested that the Board look at the figures from what the Board would be paying for a five year lease and what MECA would be paying when repaying back its loan. Mr. Poye further stated that the Board is not legally required to have the MECA Program and that the revenue it is bringing in needs to be looked at. Mr. Poye stressed that the Board should not be rushed into making a decision as it was with the iPads and opening of MECA. Mr. Poye recommended that the Board consider ending the MECA Program and utilize that space for PPS to avoid spending money renting space and start exercising some caution. Mr. Nothstein added that if the MECA Program didn't exist we would not be incurring these costs for PPS. Next, Mr. Nothstein stated that if PPS and Professional Development were housed at Mill Lake and the Board had to rent space for MECA would it show more of a true profit and loss statement. Ms. Arminio added that MECA couldn't function alone if it had to pay rent. Mr. Gorski stated that it is the recommendation of Administration, Mr. Tague and Ms. Ruela that the board consider the lease for Monroe Commons.

A motion was made by Mr. Kaufman and seconded by Mr. Czarneski to approve the following resolution that was read by Ms. Kolupanowich by consent roll call:

It is recommended that the Board of Education authorize and approve the Business Administrator/ Board Secretary to negotiate a lease subject to the final approval of the lease by

the Board of Education for a term not to exceed five years with an option to purchase the property of which the lease premises are apart at the end of the term of the lease for the property known as Monroe Commons located at 239 Prospect Plains Road, Monroe Township, NJ. The lease shall provide for terms commencing on June 1, 2014 or thereafter for the purpose of among other uses of providing space for Pupil Personnel Services of approximately 3,750 square feet. Mr. Prezioso stated that once again the Board is being rushed into making a decision and it's just not good and now we're going to pay for not having a plan. Ms. Kolupanowich stated that we would be saving \$12,000 of budget money by getting rid of the trailers and leasing space for PPS. Mr. Nothstein also feels that they are being rushed to make a decision and stressed that this is what happens when you don't do a business plan and suggested that the Board look into the shortest lease available because down the road the Board may decide it can no longer afford to support MECA. Mr. Kaufman stated that the Board needs to possibly look at the space the district currently has such as this Library and see if it would be possible to carve out a corner of it to house Professional Development. Ms. Arminio asked how much space Professional Development requires. Dr. Gorman responded 2 classrooms and office space for 3 individuals. Ms. Arminio questioned if Professional Development was housed at Mill Lake School how much would that reduce the space they are looking to lease. Mr. Gorski responded that the space at Monroe Commons does not afford that much space to Professional Development. Roll Call 4-5-0-1 Motion Failed with Ms. Arminio, Mr. Chiarella, Mr. Nothstein, Mr. Prezioso and Mr. Poye voting No.

A motion was made by Mr. Poye and seconded by Mr. Nothstein that the MECA and ECE Programs be terminated at the end of this year and use that space for Pupil Personnel Services so they will have a permanent solution to their problem. Ms. Ruela suggested that before a decision is made to close the program board members should visit and see the program first hand. Ms. Kolupanowich stated that it would be a disservice to our staff and parents to close the program. Mr. Nothstein added that both MECA and the ECE Program are wonderful programs but to what expense do we go. Ms. Arminio stated that it is very discouraging to have to make these decisions, adding that the Board keeps constraining the future by the decisions they are making because they don't want to learn from the past. Dr. Hamilton stated that to discontinue MECA would be essentially taking the balance of the loan and calling it a lost and if the view is to be fiscally responsible there is some obligation to consider the balance of the loan. Dr. Hamilton added that MECA was not thought of overnight or rushed into. It is a service to our staff and continues to attract more parents and it is something that we can offer new employees to the district. Mr. Kaufman added that nearby districts who offer this type of program didn't turn a profit for three years. Mr. Gorski added that if MECA were to close the Board would recognize approximately a \$250,000 lost on MECA, Roll Call 3-6-0-1 Motion Failed with Mr. Braverman, Mr. Chiarella, Mr. Czarneski, Mr. Kaufman, Mr. Nothstein and Ms. Kolupanowich voting No.

A motion was made by Mr. Kaufman and seconded by Mr. Nothstein that the following resolution be approved by consent roll call:

It is recommended that the Board of Education authorize and approve the Business Administrator/ Board Secretary to negotiate a lease subject to the final approval of the lease by the Board of Education for a term not to exceed three years with an option to purchase the property of which the lease premises are apart at the end of the term of the lease for the property known as Monroe Commons located at 239 Prospect Plains Road, Monroe Township, NJ. The

lease shall provide for terms commencing on June 1, 2014 or thereafter for the purpose of among other uses of providing space for Pupil Personnel Services of approximately 3,750 square feet. Roll Call 8-1-0-1. Motion Carried with Mr. Prezioso voting No.

COMMITTEE REPORTS-

CURRICULUM COMMITTEE

Mr. Kaufman, Chairperson of the Curriculum Committee reported that the committee met earlier this evening and discussed the summer reading program, and the 2014-2015 Course of Study which was approved by the committee to move forward. The Committee also examined the Athletics cost breakdown. Mr. Kaufman reported that the cost of Athletics is approximately \$899,435. Approximately 1212 students participate in Athletics, 80% of which are one sport students. Ms. DeLorenzo and Ms. Kaufman presented a Summer Arts Program to the committee which would be a self-sustaining program. The committee recommended that the Board consider approving the program.

A motion was made by Mr. Kaufman and seconded by Mr. Chiarella that the Board accept the Summer Theatre Enrichment Program for summer 2014 pending enrollment. Ms. Arminio asked if there was a cost to the district. Mr. Kaufman responded no. Roll Call 9-0-0-1 Motion Carried.

Next, Mr. Kaufman stated that the committee wanted the Board to move forward with a pilot for clustering students for the Tag Program. Dr. Gorman explained the clustering program for the extremely gifted student's pilot would start with 4th grade students and provide a flexible grouping environment for them.

FINANCE COMMITTEE

Mr. Prezioso, Chairperson of the Finance Committee reported that the committee met on April 23rd and discussed the safety Grant Award of \$48,000 from NJSBAIG which will be used to replace the alarm system at Applegarth School. The committee also discussed MECA Tuition rates and recommended that they remain the same. Mr. Gorski presented an update on the final budget. Mr. Gorski added the committee discussed the State Education Aid bill for Monroe and reported that he had a conversation with Mr. Jim Hooker, Chief of Staff for Senator Greenstein's office who informed him that S2307 and A3478 have been reintroduced as Senate Bills S272 and A1500.

Mr. Kaufman dismissed himself from the meeting at 9:20 p.m.

SUPERINTENDENT'S REPORT/RECOMMENDATIONS

Dr. Hamilton reported that according to US World News and World Report Monroe Township High School has ranked #1500 in the country and is being recognized as #39 in the top 100 schools in New Jersey. The High School received the US World News and World Report Silver Award.

Mr. Chiarella congratulated Administration and the High School Staff on all their hard work and efforts towards this achievement.

ENROLLMENT

HOME INSTRUCTION

FIRE/LOCKDOWN DRILLS

PERSONNEL

A motion was made by Mr. Chiarella and seconded by Mr. Braverman that Personnel Items (A-P) be approved by consent roll call. Roll Call 8-0-0-2. Motion Carried with Mr. Poye recusing on Item P. The vote included the Jamesburg Board Member Representative where appropriate. A copy of the Personnel Section of the Superintendent's Report is attached to the official set of minutes.

BOARD ACTION

A motion was made by Mr. Chiarella and seconded by Mr. Nothstein that Board Action Items (A - I) be approved by consent roll call. Mr. Prezioso asked for an explanation on item D. Dr. Hamilton stated that Item D is the annual training and renewal of the AVID contract. Ms. Arminio asked for an explanation of the \$210,000 for a section of AVID. Dr. Gorman responded. Ms. Arminio asked if the Policy #8441 follows the recommendation of the medical authorities and the State. Dr. Hamilton responded yes. Roll Call 8-0-0-2. Motion Carried. The vote included the Jamesburg Board Member Representative where appropriate. A copy of the Board Action Section of the Superintendent's Report is attached to the official set of minutes.

BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

A motion was made by Mr. Nothstein and seconded by Mr. Braverman that Board Action Items (A - G) be approved by consent roll call. Roll Call 8-0-0-2. Motion Carried with Mr. Poye recusing on Item E. The vote included the Jamesburg Board Member Representative where appropriate. A copy of the Board Action section of the Business Administrator's Report is attached to the official set of minutes.

Mr. Gorski presented information received from a meeting with Mr. John Donohue, President NJASBO and three of the Boards Attorneys, Dr. Hamilton, Ms. Kolupanowich and himself to discuss State Aid. Mr. Gorski shared with the Board and members of the public what factors are involved when formulating Equalization Aid and Categorical Aid.

Mr. Chiarella asked Mr. Gorski if we are getting our fair share of Aid. Mr. Gorski replied no and it doesn't look like we will be getting it either. Ms. Arminio added that the district didn't receive that much State Aid prior to SFRA of 2008. Mr. Gorski replied that is correct but we did receive a more fair share.

BOARD PRESIDENT'S REPORT

Ms. Kolupanowich explained what the Board's role in the preparation of the school budget was. Beginning with the Budget Philosophy where parameters are set for the development of the budget to the recommendations that are made at every meeting. Ms. Kolupanowich stated that it is the responsibility of the Administration to develop the budget not the Board's as that would be considered micro managing. Each item in the budget must conform to the district's mission statement, the vision statement and the school goals set for that year and each budget item must be defending in defense rounds. The final recommendations made by the Board on the budget can be made up to the Preliminary Budget Hearing.

OTHER BOARD OF EDUCATION BUSINESS

Mr. Czarneski thanked the High School staff, Administration, Board of Education and parents for getting the High School in the top 100 in the state and 1500 in the country.

Mr. Nothstein congratulated the staff and students that participated in the Wedding Singer. The talent and hard work showed and it was an excellent show. Mr. Nothstein asked where the Board stood with the information on the Summer Program at Mill Lake School that Ms. Lester questioned at the April 9th meeting. Dr. Hamilton stated that he still hasn't seen the flier and he will look into it.

Mr. Poye reported that only one high school in Middlesex County ranked higher than Monroe and using the criteria of US News and World Report Monroe High School was in the top 8% in the nation. Mr. Poye added that there are many different criteria used and different reports that will come out that may show different results, but this achievement is commendable and he applauds the teachers that made it happen.

Mr. Braverman stated that he had challenged the last two Superintendent's to get on either one of those lists and neither of them were successful and he believes we made the list because of Dr. Hamilton's optimism and leadership.

Ms. Arminio also congratulated Administration and the staff and students for the achievement. Next, Ms. Arminio thanked the public for enduring such an evening like this one as she believes it is important to deliberate in front of the public albeit exhausting.

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):

Personnel Matters: Employee No. 001060
Employee No. 002044
Employee No. 000500

Personnel Matters: Superintendent Evaluation Procedures
Personnel Matters: Status Report MTEA Negotiations

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

Adjourned to Closed Session at 9:52 p.m.

Returned to Public Meeting at 10:27 p.m.

A motion was made by Mr. Chiarella and seconded by Ms. Arminio that the Board approve the separation agreement regarding employee 002044 dated April 28, 2014 effective June 30, 2014 be approved by consent roll call. Roll Call 8-0-0-2 Motion Carried.

PUBLIC FORUM -

Mary Ann Lester 44 Avenue I- stated that the checks for the summer after care program being held at Mill Lake School are going to Mr. Sidler, a district teacher therefore permission had to be given to use the facility and administration must have knowledge about it. Ms. Lester also asked if the district is charging them for the using the facility. Dr. Hamilton responded that he just received the flier from Mr. Nothstein and he will need a chance to look into it before he can speak on it. Ms. Lester asked who would give permission for the building usage. Mr. Gorski responded that he had no recollection of it and would have to look into it. Ms. Lester recommended that he do so.

Bob Zeglarski 162 Tournament Drive- recommended that the Board continue to pursue the sewer connection fee proposal. Mr. Zeglarski suggested that the Board start a new initiative to get a portion of the sewer connection fees.

Corrine Masters 9 Makayla Court – stated that once again the Board spent a good portion of the evening not talking about children's educational programs. Ms. Masters also stated that she attended the Walk for Autism on Sunday and was delighted to see how many staff members were there to support the children adding that it would have been nice to see some Board Members there as well.

Mary Ann Lester 44 Avenue I- reported that there was a planning Board Meeting this week and thanked Mr. Riback, Ms. Arminio and 2 other gentleman who spoke and gave a lot of input to refute the fiscal impact that was revealed in the impact study that was done. Next, Ms. Lester inquired what the amount that was raised at the basketball fundraiser she attended for Mikey Nichols was. Ms. Kolupanowich responded that she believes it was \$1500.

Bob Zeglarski 162 Tournament Drive- suggested that the Board seek Senator Greenstein to help obtain the sewer connection fees. Mr. Zeglarski added that the pain of not being able to fund facilities maintenance and classroom expansions projects will surely outweigh the time and effort to get the Township to share some of its cash with the Board.

NEXT PUBLIC MEETING

Ms. Kolupanowich stated that the next public meeting of the Monroe Township Board of Education will convene at 7:00 p.m. on Wednesday, May 14, 2014.

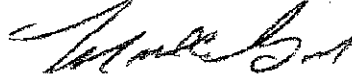
ADJOURNMENT

Minutes of the Public Meeting of the Monroe Township Board of Education held on April 28, 2014
at the Monroe Township High School.

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A motion was made by Mr. Chiarella and seconded by Mr. Czarneski that the meeting be adjourned. Motion Carried Unanimously. The public meeting adjourned at 10:35 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael C. Gorski", written in a cursive style.

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

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, BUDGET HEARING AND FINAL ADOPTION
MONDAY, APRIL 28, 2014
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. Amy Antelis
Ms. Michele Arminio
Mr. Marvin Braverman
Mr. Ken Chiarella
Mr. Lew Kaufman
Ms. Kathy Kolupanowich
Mr. Thomas Nothstein
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 April 18, 2014:

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. PUBLIC BUDGET HEARING AND FINAL ADOPTION OF THE 2014-2015 SCHOOL BUDGET

7. PUBLIC FORUM***

8. BOARD DISCUSSION OF SPACE FOR SPECIAL SERVICES & PROFESSIONAL DEVELOPMENT NEEDS

9. COMMITTEE REPORTS

10. SUPERINTENDENT'S REPORT/RECOMMENDATIONSI. **PERSONNEL**

- A. It is recommended that the Board accept the resignation, due to retirement, of **Mr. Robert Mele**, Supervisor of Arts and Career Technology, effective August 1, 2014.
- B. It is recommended that the Board accept the resignation, due to retirement, of **Mr. Douglas Glassmacher**, teacher of Industrial Arts at MTMS, effective June 30, 2014.
- C. It is recommended that the Board accept the resignation of **Mr. Daniel Schneider**, Security at the Middle School, effective June 30, 2014.
- D. It is recommended that the Board approve an intermittent medical leave of absence of **Mr. Darryle Williams**, custodian at the High School, retroactive to March 21, 2014 through June 30, 2014. Mr. Williams' unpaid days 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, UN.J.S.A. 34:11B-1 et seq., as appropriate.
- E. It is recommended that the Board approve a medical leave of absence to **Mr. Wayne Axelrod**, Maintenance Worker in the Grounds Department, retroactive to March 24, 2014 pending further action of the Board. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Mr. Axelrod may be entitled.
- F. It is recommended that the Board approve a maternity leave of absence to **Ms. Brigitte Fleming**, teacher of grade 2 at Oak Tree effective June 9, 2014 through June 30, 2015 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. Fleming may be entitled.
- G. It is recommended that the Board approve a maternity leave of absence to **Ms. Amanda McGarry**, teacher of grade 3 at Oak Tree effective September 2, 2014 through January 9, 2015 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. McGarry may be entitled.
- H. It is recommended that the Board approve a maternity leave of absence to **Ms. Amandalee Fretz**, teacher of Basic Skills at Oak Tree effective September 2, 2014 through December 17, 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. Fretz may be entitled.

- I. It is recommended that the Board approve a maternity leave of absence to **Ms. Dawn Marie Kappus**, teacher of grade 1 at Oak Tree effective September 2, 2014 through January 15, 2015 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. Kappus may be entitled.
- J. It is recommended that the Board approve a maternity leave of absence to **Ms. Erica Hawxhurst**, teacher of Photography at MTMS effective May 12, 2014 through June 30, 2015 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. Hawxhurst may be entitled.
- K. It is recommended that the Board approve a medical leave of absence to **Ms. Christine Duane**, ICR Math teacher at the High School, effective April 25, 2014 through May 23, 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. 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.
- L. It is recommended that the Board accept the return to work of **Ms. Diane Arcaro**, paraprofessional at Woodland School, effective April 22, 2014.
- M. It is recommended that the Board approve the following certificated staff as substitutes in the After School Basic Skills/TAG Programs:

Jessica Boll

Tanya D'Agostino

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

	Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
1	Marie Strano	HS	Art	114%	11-140-100-101-000-070	4/21/14-6/30/14	Correction in percentage of contract Two additional sections at HS for maternity leave replacement
2.	Jena Rose	HS	Special Education	Additional 17% of contract	11-213-100-101-000-093	4/28/14-5/23/14	Teaching additional section for leave replacement

3.	Debbie Lyons	HS	Special Education	Additional 17% of contract	11-213-100-101-000-093	4/28/14-5/23/14	Teaching additional section for leave replacement
4.	Jordana Riggi	HS	Special Education	Additional 17% of contract	11-213-100-101-000-093	4/28/14-5/23/14	Teaching additional section for leave replacement
5.	Melissa Wolverton	HS	Special Education	Additional 17% of contract	11-213-100-101-000-093	4/28/14-5/23/14	Teaching additional section for leave replacement
6	Kalynn Deedy	HS	Special Education	Additional 17% of contract	11-213-100-101-000-093	4/28/14-5/23/14	Teaching additional section for leave replacement
7	Stephanie Russo	Applegarth	Grade 5	Step 1 BA \$48,568		5/12/14-6/30/14	Maternity leave replacement

O. 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
1	Lisa Choborda	Woodland	Paraprofessional Cafeteria	2.5 hrs/day	11-190-106-100-000-030	4/22/14-6/30/14	Return to position – leave replacement finished
2	Jennifer Updale	Mill Lake	Paraprofessional	\$1.00/hr addition for degree	11-213-100-106-000-093	9/12/13-6/30/14 retroactively	Change in start date Education degree differential
3	Nichole Hansen	MTMS	Spec. Ed. Para	Step 1 Spec. Ed \$13.52/hr 6.75/hrs day	11-212-100-106-000-093	4/29/14-6/30/14 pending criminal history	Resignation replacement

- P. It is recommended that the Board approve the following substitutes for the 2013-14 school year:

Certificated

Leona Alagna

Substitute Teacher

Non Certificated

Lisa Pedulla

Substitute Paraprofessional

II. BOARD ACTION

- 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 2014-15 school year.
- D. It is recommended that the Board approve the previously submitted annual renewal of the AVID Implementation Agreement effective July 1, 2014 through June 30, 2015 for a total amount of \$21,544 which includes registration for two schools for \$6,970; early bird registration for 21 participants for \$14,049 and AVID weekly for \$525.
- E. It is recommended that the Board approve the following employees in the Transportation Department for the Saturday Academy at the Middle School retroactive to March 1, 2014 through May 10, 2014 for 6 hours per Saturday charged to the Title I Grant:

Transportation Coordinator

Geri Sullivan \$23.49/hr

Bus Driver \$25.39/hr

Michelle Britt

Corrine Larsen

Suzanne Lohman

Regina Martyka

Linda Modzelewski

Maria Salvatore

Maureen Prusakowski

- F. It is recommended that the Board of Education approve the suspension with pay of employee no. 001060, retroactive to April 23, 2014 pending further action of the Board. 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.

- G. It is recommended that the Board of Education approve the suspension with pay of employee no. 000500, retroactive to April 25, 2014 through May 2, 2014. 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.
- H. It is recommended that the Board approve the following Policies and Regulations for a second and final reading:

Policy 8220	School Day
Reg. 8220	School Day/Closing
Policy 8420	Emergency Evacuation
Reg. 8420	Emergency Evacuation
Policy 8441	Care of Injured and Ill Persons
Reg. 8441	Care of Injured and Ill Persons
Policy 8451	Control of Communicable Disease
Reg. 8451	Control of Communicable Disease
Policy 8453	HIV/Aids
Policy 8462	Child Abuse and/or Neglect
Reg. 8462	Child Abuse and/or Neglect

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

Student No.	School	Start Date	Tuition rate
82523	Mercer Elementary	4/16/14	\$312.14

11. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

BOARD ACTION

A. TRANSFER #6

It is recommended that members of the Board of Education approve Transfer #6 for Fiscal Year 2013/2014 as previously submitted.

B. BILL LIST

It is recommended that the bills totaling \$12,298,708.98 for March 2014 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

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

It is recommended that the bills totaling \$ 525.00 for March 2014 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

D. 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 March 2014, 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 March 2014 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).

E. AMMENDMENT TO EDUCATIONAL DATA AGREEMENT

It is recommended that members of the Board of Education approve a minor correction in the agreement provided by Educational Data to properly reflect the term of the contract to be 2014-2015 not 2015-2016 as stated in the previously submitted agreement.

F. BID AUTHORIZATION – MAINTENANCE AND REPAIR WORK FOR VARIOUS TRADES:
TIME AND MATERIAL RATES

It is recommended that members of the Board of Education authorize Michael C. Gorski, Business Administrator/Board Secretary and Qualified Purchasing Agent to advertise for and solicit bids for maintenance and repair work for various trades regarding time and material rates. This bid when awarded by members of the Board of Education will be encumbered against the 2014/2015 Budget.

G. RESOLUTION AWARDDING CONTRACT FOR EXTRAORDINARY UNSPECIFIABLE SERVICES
FOR A FIXED ASSETS INVENTORY

WHEREAS, N.J.S.A. 18A:18A-5(a) (2) provides that a board of education may award a contract for unspecifiable services without competitive bidding, provided that the board shall in each instance state supporting reasons for its action in the resolution awarding the contract; and

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WHEREAS, Monroe Township Board of Education requires the services of an appraisal firm to perform and update a fixed assets inventory; and

WHEREAS, the need for expertise, extensive training and proven reputation is essential and the performance of the services could not be reasonably described by written specifications; and

WHEREAS, American Appraisal Associates agreed to work with staff to provide the development of detailed property records to support the capital asset reporting requirements of the Governmental Accounting Standards Board (GASB) Statement No. 34 (GASB 34); and

WHEREAS, American Appraisal Associates will provide an updated capital assets record to assist in regard to (a.) achieving property accountability and stewardship of assets, and (b.) to obtain a valuation of assets in compliance with the requirements of GAAP, GASB 34, and GAAFR; and

NOW, THEREFORE, BE IT RESOLVED by the Monroe Township Board of Education that it hereby awards a contract in the amount of \$15,000 to American Appraisal Associates in accordance with its written proposal for the 2013-2014 school year a copy of which is annexed hereto and incorporated herein. The rate has increased \$100 from the previous year.

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

MICHAEL C. GORSKI, CPA

Prepared by

April 28, 2014

Meeting Date

12. BOARD PRESIDENT'S REPORT

13. OTHER BOARD OF EDUCATION BUSINESS

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):

- Personnel Matters: Employee No. 001060
Employee No. 002044
Employee No. 000500
- Personnel Matters: Superintendent Evaluation Procedures
- Personnel Matters: Status Report MTEA Negotiations

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***

16. NEXT SCHEDULED BOARD OF EDUCATION MEETING

Wednesday, May 14, 2014 7:00 p.m. Monroe Township High School

17. ADJOURNMENT

* 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. No more than three cameras may be in use at any time, and all cameras must be operated in an inconspicuous location in the meeting room.

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

** The 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.

*** 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.