

The meeting was called to order by Board President Kathy Kolupanowich at 6:30 p.m.

ATTENDANCE

- Ms. Michele Arminio
- Mr. Ken Chiarella
- Ms. Jill DeMaio
- Ms. Kathy Kolupanowich
- Ms. Patricia Lang
- Mr. Steve Riback
- Mr. Frank Russo

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Mr. Paul Rutsky

BOARD MEMBERS ABSENT

- Mr. Marvin Braverman
- Ms. Dawn Quarino

STAFF PRESENT

- Dr. Michael G. Kozak, Superintendent of Schools
- Dr. Dori Alvich, Assistant Superintendent of Schools
- Mr. Michael C. Gorski, Business Administrator/Board Secretary

STUDENT BOARD MEMBER REPRESENTATIVE ABSENT

- Ms. Sreeja Mamillapalli
- Ms. Stefani Scalisi

MEMBERS OF THE PUBLIC 1

After the Pledge of Allegiance and roll call, the Board Secretary 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 August 24, 2017:

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

PUBLIC FORUM - None

BUSINESS ADMINISTRATOR’S REPORT/RECOMMENDATIONS

A motion was made by Mr. Chiarella and seconded by Mr. Riback to approve the following resolution by consent roll call:

It is recommended that the Board of Education authorize District Administration to procure professional services, as required by the New Jersey Department of Education land acquisition statutes and regulations, in connection with the Board's exploration of the suitability of the Schoolhouse Road property, which is designated as Block 52 Lot 2.05 on the official tax map of the Township of Monroe, by and in the Township of Monroe, in the County of Middlesex, State of New Jersey, for development of said property into a transportation vehicle depot to accommodate growth in the District.

Roll Call 8-0-0-2. Motion carried. A copy of the Board Action section of the Business Administrator's Report is attached to the official set of minutes.

### PRESENTATION BY MARY ANN FRIEDMAN, NEW JERSEY SCHOOL BOARDS ASSOCIATION

#### BOARD GOALS & DISTRICT GOALS

Ms. Friedman gave a brief explanation of Board Goals; District Goals; and the Superintendent's Personal and Merit Goals and provided the Board with a Data Informed Goal Setting packet.

The district's Vision Statement, Mission Statement, and the District Goals for 2016-2017 were reviewed. Ms. Friedman reminded the Board that the district is in the fifth year of the current strategic plan. Dr. Kozak will provide the Board with an electronic update on the Strategic Goals

Ms. Friedman led the Board in a brief discussion regarding the goal-setting process and assisted the Board in developing District and Board Goals for the 2017/2018 school year.

Dr. Kozak provided the Board with a proposal for the 2017-2018 District Goals. The proposal was in a different format this year (All Students Achieving Plan) and will provide focus on: improving student achievement, improving school facilities, increasing community involvement and improving management and operations. This format provides information regarding objectives and will be updated frequently to indicate the following:

- On target, achieved, and/or continuing initiative;
- progressing but behind schedule or moving cautiously; need more information, materials, time or resources;
- not achieved, on hold, or abandon.

Ms. Friedman recommended that the Board decide how often they would like the superintendent to provide progress updates on the District Goals. It was also recommended that the Board develop action plans for the Board Goals and report out on the progress of the Board Goals when the District Goals update is provided.

Following a very thoughtful and lengthy discussion on the proposed All Students Achieving Plan, the Board and Administration came to consensus on the following:

#### District Goals 2017 – 2018

##### **Goal #1 Improve Student Achievement**

1. Continue to develop innovation through real world and project-based learning.

2. Explore programs and partnerships to advance STEM initiatives.
3. Utilize data to continue to improve student proficiency in LAL, Math and Science.
4. Develop the Whole Child through cultural awareness, character development and an emphasis on a healthy lifestyle.

**Goal #2 Improve School Facilities**

1. Installation/construction of 12 Temporary classroom units/trailers at Monroe Township Middle School.
2. Development of land donated by Monroe Township to be used for expanded school bus parking.
3. Continuation of the Monroe Township School District capital improvement program.
4. Application for safety grants to fund specific safety improvement projects.
5. Develop and present a referendum which will satisfy the needs of a growing student body.

**Goal #3 Increase Community Involvement**

1. Broaden parent/community engagement and communication.
2. Engage the community in discussions regarding the need and importance of passing the referendum.
3. Collaborate with community stakeholders in implementing the next phase of the 1:1 technology initiative at MTHS.

**Goal #4 Improve Management and Operations**

1. Continue our efforts to seek fair and equitable State Aid funding.
2. Produce a 2018/2019 school budget which provides for 300-500 additional students, supports the curriculum, addresses aging school facilities, adds new quality staff required for growth, while staying within the tax levy cap.
3. Continue to pursue spending efficiency and best fiscal practices

**Board Goals 2017 – 2018**

The 2016-2017 Board Goals were reviewed and discussed. Ms. Friedman assisted the Board in developing the following Board Goals for the 2017/2018 school year.

**Goal #1** Evaluate and adopt a plan for enrollment growth and facility needs.

**Goal #2** Continue professional development for board members (the Board will review the Sampling of Programs to decide upon programs for additional training).

**Goal #3** Improve committee communication / reports with board members.

Dr. Kozak will develop Action Plans for each of the District Goals and will review them with the Board in September or October. Ms. Friedman indicated that the Board will need to develop Action Plans for the Board Goals.

Ms. Friedman recommended that the District and Board Goals be approved and Action Plans be reviewed at a future board of education meeting; the District and Board Goals be posted on the district website; and dates for periodic updates on progress toward achievement of the goals be established, and complete an Evaluation Process Calendar.

It was recommended that when Dr. Kozak reports on the progress of the District Goals the Board provide an update on the Board Goals.

#### BOARD EVALUATION

Ms. Friedman provided the Board with a copy of the Board Self-Evaluation and explained the process of compiling the information. The Board will review the compilation at a later time.

#### OTHER BOARD OF EDUCATION BUSINESS

Mr. Riback reported that he attended the town council meeting last night and wanted to clarify the rules regarding an item on the agenda. Regarding the second reading of Bond Ordinance # O-7-2017-020 and the authorization of bond municipal finances, Mr. Riback stated that the rules differ than those of public schools, 5% of the project must be put down by the municipality before they can move ahead with the remainder. The bond ordinance is \$2,500,000.00 therefore the Township will pay \$125,000.00 from the operating budget and will bond for the remaining \$2,375,000.00. Mr. Riback added that the school district cannot contribute towards to purchase without voter approval. Mr. Riback thanked Mr. Gorski and Mr. Weinberg, Township Business Administrator for their efforts with this undertaking.

Ms. Arminio added that the second reading of the bond ordinance that Mr. Riback was referring to will be voted on at the September 6<sup>th</sup> meeting and members of the public are welcomed to attend. Ms. Arminio added that if anyone would like to review the whole ordinance it can be found on the township website listed as Bond Ordinance #O-7-2017-020.

#### 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):

- Discussion regarding Superintendent Merit Goals pursuant to the Employment Agreement between the Superintendent and the Board.

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

A motion was made by Mr. Riback and seconded by Ms. Lang that the members of the Board of Education go into closed session. Motion carried.

Adjourned to Closed Session at 8:47 p.m.  
Returned to Public Meeting at 10:20 p.m.

Mr. Russo was not present during the closed session discussion.

PUBLIC FORUM - None

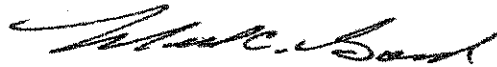
NEXT PUBLIC MEETING

Ms. Kolupanowich stated that the next public meeting of the Monroe Township Board of Education will convene at 7:00 p.m. on Wednesday, September 13, 2017.

ADJOURNMENT

A motion was made by Mr. Riback and seconded by Ms. Arminio that the meeting be adjourned. Motion carried. The public meeting adjourned at 10:26 p.m.

Respectfully submitted,



Michael C. Gorski, CPA  
Business Administrator/Board Secretary



**Tuesday, August 29, 2017**  
**MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA**

**MONROE TOWNSHIP HIGH SCHOOL  
 200 SCHOOLHOUSE ROAD  
 MONROE TOWNSHIP, NJ 08831  
 6:30 P.M.**

**PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING**

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

The Board will permit the use of tape recorders, still or movie cameras, or videotape cameras only when notice of such intended use has been given to the Board Secretary one day in advance of the meeting. Any video recording device must be located and operated from inconspicuous locations in the meeting room as determined by the presiding officer of the meeting. The presiding officer may also limit the number of video recording devices if he/she determines the number and position of the video recording devices will be an unnecessary intrusion to the meeting. In this event, preference will be given based on the order in which prior notice requesting to record the meeting was provided to the Board Secretary.

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

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

<b>Subject</b>	<b>A. BOARD MEMBERS</b>
Meeting	Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA
Category	3. ROLL CALL
Access	Public
Type	Information

Ms. Michele Arminio  
 Mr. Marvin Braverman  
 Mr. Ken Chiarella  
 Ms. Jill DeMaio  
 Ms. Kathy Kolupanowich  
 Ms. Patricia Lang  
 Ms. Dawn Quarino  
 Mr. Steven Riback  
 Mr. Frank Russo

**JAMESBURG BOARD MEMBER REPRESENTATIVE (See Note 2)**

Mr. Paul Rutsky

**STUDENT BOARD MEMBERS**

Ms. Sreeja Mamillapalli  
Ms. Stefani Scalisi

#### **4. STATEMENT**

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**Subject**            **A. STATEMENT**

Meeting            Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA

Category            4. STATEMENT

Access              Public

Type                Information

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 August 24, 2017 :

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

#### **5. PUBLIC FORUM -AGENDA ITEMS ONLY**

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**Subject**            **A. PUBLIC FORUM (See Note 3)**

Meeting            Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA

Category            5. PUBLIC FORUM -AGENDA ITEMS ONLY

Access              Public

Type

See Note 3.

#### **6. BUSINESS ADMINISTRATOR'S REPORT**

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**Subject**            **A. BUSINESS ADMINISTRATOR'S REPORT**

Meeting            Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA

Category            6. BUSINESS ADMINISTRATOR'S REPORT

Access              Public

Type                Action

Recommended Action    It is recommended that the Board approve the following Board Action Item(s) by roll call.

#### **BOARD ACTION**

A. It is recommended that the Board of Education authorize District Administration to procure professional services, as required by the New Jersey Department of Education land acquisition statutes and regulations, in connection with the Board's exploration of the suitability of the Schoolhouse Road property, which is designated as Block 52 Lot 2.05 on the official tax map of the Township of Monroe, by and in the Township of Monroe, in the County of Middlesex, State of New Jersey, for development of said property into a transportation vehicle depot to accommodate growth in the District.

#### **7. PRESENTATIONS**

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**Subject**            **A. PRESENTATION BY MARY ANN FRIEDMAN, NEW JERSEY SCHOOL BOARDS ASSOCIATION**

Meeting Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA  
 Category 7. PRESENTATIONS  
 Access Public

Type

PRESENTATION BY MARY ANN FRIEDMAN, NJSBA, ON THE FOLLOWING SUBJECTS:

- BOARD EVALUATION
- BOARD GOALS
- DISTRICT GOALS

## **8. OTHER BOARD OF EDUCATION BUSINESS**

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**Subject A. OTHER BOARD OF EDUCATION BUSINESS**  
 Meeting Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA  
 Category 8. OTHER BOARD OF EDUCATION BUSINESS  
 Access Public

Type

## **9. CLOSED SESSION RESOLUTION**

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**Subject A. CLOSED SESSION RESOLUTION**  
 Meeting Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA  
 Category 9. CLOSED SESSION RESOLUTION  
 Access Public

Type

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):

- Discussion regarding Superintendent Merit Goals pursuant to the Employment Agreement between the Superintendent and the Board.

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

## **10. PUBLIC FORUM**

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**Subject A. PUBLIC FORUM (See Note 3)**  
 Meeting Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA  
 Category 10. PUBLIC FORUM  
 Access Public

Type Information

See Note 3.

## **11. NEXT SCHEDULED BOARD OF EDUCATION MEETING**

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**Subject A. NEXT SCHEDULED BOARD OF EDUCATION**



Meeting Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA  
 Category 11. NEXT SCHEDULED BOARD OF EDUCATION MEETING  
 Access Public

## Type

The next scheduled Board of Education Meeting is scheduled for September 13, 2017 7:00 p.m. at the Monroe Township High School.

## 12. ADJOURNMENT

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**Subject**            **A. Notes**  
 Meeting            Aug 29, 2017 - MONROE TOWNSHIP SPECIAL BOARD OF EDUCATION AGENDA  
 Category            12. ADJOURNMENT  
 Access              Public  
 Type                Action

### NOTES

**Note 1:** Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, or distract Board Members or other observers present at the meeting.

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**Note 2:** The Jamesburg Representative shall be eligible to vote on only those matters specifically designated in N.J.S.A 18A:38-8.1, as follows:

- (1) Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district.
- (2) New capital construction to be utilized by sending district pupils.
- (3) Appointment, transfer or removal of teaching staff members providing services to pupils of the sending district, including any teaching staff member who is a member of the receiving district's central administrative staff.
- (4) Addition or deletion of curricular and extracurricular programs involving pupils of the sending district.
- (5) Any matter directly involving sending district students or programs and services used by them.
- (6) The annual receiving district budget.
- (7) Any collectively-negotiated agreement involving employees who provide services used by sending district students.
- (8) Any individual employee contracts not covered by a collectively-negotiated agreement, if those employees provide or oversee programs or services utilized by sending district students.

(9) Any matter concerning governance of the receiving district board of education, including, but not limited to, the selection of board president and vice-president, approval of board bylaws, and the employment of professionals or consultants such as attorneys, architects, engineers, or others who provide services to the receiving district board of education.

To the extent the Jamesburg Representative inadvertently votes on any other matter, his vote shall not be counted.

**Note 3:** Public discussion is confined to this portion of the Agenda unless permission is granted by the Board President prior to the start of the meeting or when the Board is considering a Special Agenda Item that the Board deems appropriate for public participation. Anyone wishing to address the Board is requested to stand and state his/her name and address.