

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

**ATTENDANCE**

Ms. Michele Arminio  
Mr. Ken Chiarella  
Ms. Jill DeMaio  
Ms. Kathy Kolupanowich  
Ms. Patricia Lang  
Mr. Andy Paluri  
Mr. Steven Riback  
Ms. Rupa Siegel  
Mr. Peter Tufano

**JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT**

Mr. Paul Rutsky

**STAFF PRESENT**

Mr. Robert Goodall, Acting Superintendent of Schools  
Dr. Dori Alvich, Assistant Superintendent of Schools  
Mr. Michael C. Gorski, Business Administrator/Board Secretary

**MEMBERS OF THE PUBLIC** – approximately 58

After the Pledge of Allegiance, Mr. Goodall requested a moment of silence for Ms. Cathy Fodor, a twenty five year employee in the district's food service program. Mr. Goodall added that Ms. Fodor made a daily impact with staff and students at Brookside School, and she will be greatly missed.

Mr. Gorski, Board Secretary took the roll call and 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 March 14, 2019:

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

Ms. Kolupanowich read a statement regarding the defeated referendum. Ms. Kolupanowich reported that the Board is aware that the community does not support the new middle school nor an addition to the high school. Ms. Kolupanowich stated that she has received many comments on why residents did not support the referendum and clarified some misinformation. Ms. Kolupanowich added that the Steering Committee will be disbanded and an Ad Hoc Committee will be created. The Ad Hoc Committee will consist of representatives of parents; seniors; yes and no voters of the referendum; those who did not vote; district personnel; and board members.

Anyone interested in participating on the committee should submit a letter of interest to the Board Office c/o Ms. Kolupanowich's attention by Friday, April 19, 2019.

### **APPROVAL OF MINUTES**

A motion was made by Mr. Riback and seconded by Ms. DeMaio to approve the minutes for the Special Public Board of Education Meeting held on February 4, 2019. Motion carried with Ms. Arminio opposing and Mr. Chiarella, Mr. Tufano and Mr. Riback abstaining.

A motion was made by Mr. Paluri and seconded by Mr. Chiarella to approve the minutes for the Public Board of Education Meeting held on February 13, 2019. Motion carried.

A motion was made by Mr. Chiarella and seconded by Mr. Riback to approve the minutes for the Closed Session Meeting held on February 13, 2019. Motion carried with Ms. Arminio opposing.

### **PRESENTATION OF THE DISTRICT SUPPORT STAFF OF THE YEAR**

Mr. Goodall, Ms. Kolupanowich, Dr. Alvich and Mr. Gorski acknowledged and congratulated Ms. Patricia Lee, District Custodian, for being the recipient of the "District Educational Support Staff of the Year" award. Ms. Lee was presented with a plaque as a token of appreciation for her contributions in the District for the past year.

### **MTEA PRIDE PRESENTATION – BARCLAY BROOK SCHOOL**

Dr. Alvich reported that Barclay Brook School has been working for the past five years on a STEAM Maker program which provides opportunities for students to code; build robots; work with green screens; and "stretch their bubble gum brains".

Ms. Kristin Miller, Teacher of Grade 2, and Ms. Nicole Midura, Media Specialist, Barclay Brook School, created a video presentation on a STEAM Maker program that they have introduced through means of a MTEA Pride Grant. The program is aimed to encourage students to fail and experience that failure within a controlled environment. Students plan what to do when Plan A doesn't work out. The video provide examples of how the STEAM Program is embedded into the curriculum.

### **PRESENTATION & PUBLIC HEARING OF THE 2019-2020 SCHOOL BUDGET**

Mr. Goodall, Mr. Gorski and Dr. Alvich gave a presentation on the 2019-2020 Preliminary Budget. The presentation included facility needs, curriculum needs, instructional equipment, transportation needs (nine new busses and two new vans) student enrollment, funding, and revenue sources. Mr. Gorski added that the 19/20 Budget presentation will be posted on the district website.

A motion was made by Mr. Chiarella and seconded by Mr. Riback that members of the Monroe Township Board of Education approve the following resolution by consent roll call:

Be It Resolved, by the Monroe Township Board of Education that the 2019/20 Tentative General Fund Budget be adopted in the amount of \$122,429,666 and a Tentative General Fund Local Tax Levy in the amount of \$104,788,898 and a Tentative Special Revenue Fund in the amount of \$1,231,733 and a Tentative Debt Service Budget in the amount of \$11,608,076 and a

Tentative Debt Service Local Tax Levy in the amount of \$11,182,375. Whereby, the Tentative 2019/20 Budget totals \$135,269,475; and

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

Whereas, such state aid amounts are:

For 2019/20 the Categorical Special Education Aid is \$3,058,774; and

For 2019/20 the Categorical Security Aid is \$103,764; and

For 2019/20 the Categorical Transportation Aid is \$2,753,019; and

For 2019/20 the Debt Service Aid is \$425,697; and

Whereas, the Monroe Township Board of Education has estimated a State Aid amount pursuant to application; and for 2019/20 the estimated Extraordinary Aid amount is \$350,674; and

Whereas, Policy #6471 and N.J.A.C. 6A:23A-7.3 provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for travel and expense reimbursement for 2019/20 school year.

Now, Therefore Be It Resolved, that the Monroe Township Board of Education hereby establishes the school district travel maximum for the 2019/20 school year at the tentative sum of \$158,422; and

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

Be It Further Resolved that as recommended by the Board's Budget Philosophy resolution, that the Board transfer \$600,000 of retained earnings from the proprietary Falcon Care Fund as a revenue source in the 2019/20 General Fund Budget and that the Board transfer \$400,000 from the iPad Insurance Fund surplus as a revenue source in the 2019/20 General Fund Budget and that the Board transfer \$200,000 from the Unemployment Compensation Fund surplus as a revenue source in the 2019/20 General Fund Budget.

Whereas, due to the consistent student enrollment growth and facilities needs and other priorities set forth in the Board's Budget Philosophy resolution, the Board is budgeting to maximum spending authority including \$600,000 of banked cap.

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

Mr. Chiarella stated that he will be supporting the Budget, stating that he believes in the importance of increasing the district's fleet department; adding that the district currently handles 85% of the routes. Next, Mr. Chiarella spoke in regard to the need for banked cap and the potential need for trailers at the high school next year and spoke of the unfair funding/aid that the district receives from Trenton. Lastly, Mr. Chiarella requested that the newly formed Educational Advocacy Committee look at suing the State.

Regarding the need for additional trailers, Mr. Paluri inquired if the Budget will remain the same since the referendum failed. Mr. Gorski responded that administration met with principals and it was determined that for the 19/20 Budget additional trailers would not be needed. However, there will be a need to budget for more trailers in the 20/21 Budget.

Mr. Riback commended Mr. Gorski for the successful negotiations of health care/benefits costs on behalf of the district.

Mr. Tufano added that it is commendable that the administration kept the promise to the residents regarding their concerns for safety by including safety upgrades in the Budget.

Ms. Arminio stated that considering the past two failed referendums, she feels that it is prudent that the Board review some of the non-academic items and look to make some changes to the Budget while it is in the preliminary stage. Adding that it would show consideration for the concerns of the taxpayers to eliminate some of the non-essential programs.

Ms. Kolupanowich announced that any member of the public wishing to speak on the Budget may do so at this time.

### **PUBLIC FORUM ON 19/20 BUDGET**

Prakash Parab 33 Dayna Drive – requested that the Board consider suing the State because the State is not following the constitutional formula to fund Monroe. Mr. Parab also requested that the Board ask the State to intervene and build a school now that two referendums have failed.

Anthony Prezioso 8 Equestrian Way- inquired if administration is aware that the Governor endorsed a mandated program for cultural awareness of disability, gay, lesbian and transgender students. Mr. Prezioso inquired where the money to fund that program will be coming from, and stated that he feels that the State added disability to the program so it could come from special education funds. Regarding the accomplishments listed in the budget presentation, Mr. Prezioso reminded the Board that Dr. Kozak was the superintendent during that time.

Gail DiPane Rossmore - commended the efforts that administration put forth with the referendum and stated that she is very disappointed that it failed. Regarding the comments of suing the State, Ms. DiPane suggested that the Board join forces with similar districts.

Doug Poye 4 Tamarack Road – regarding the budget presentation, Mr. Poye inquired about the following; the need for an additional librarian; where the cost of the trailers are reflected in the handouts provided; and where employee health contributions are reflected as a revenue source. Dr. Alvich and Mr. Gorski responded appropriately.

Betty Saborido – inquired about the new cultural awareness mandate a previous member of the public spoke about and if the funds are coming from special education. Dr. Alvich explained that the new mandated program is not a class, it is about raising awareness for those groups so the funds will not come from special education. Dr. Alvich added that it will not go into effect until the 20/21 school year and the supervisors will be working to see how they can fit it into the curriculum.

Ram Ranganath 6 Owens Drive – thanked administration and some board members for campaigning so hard for the referendum. Mr. Ranganath inquired if the district can petition the State to intervene now that the referendum has failed twice. Ms. Kolupanowich responded that the Board could however, it would be a long costly process and the State can mandate the district

to build a school but they will not pay for it. Ms. Kolupanowich added that is why she created the new community Ad Hoc Committee to determine what the next steps will be. Lastly, Mr. Ranganath inquired if the Board can draft a letter to the mayor and council raising the concerns regarding the impact that growth is having on the district and children.

Chrissy Skurbe 21 Preakness Drive – inquired about the non-essential spending freeze that was mentioned during the Budget presentation. Considering the savings, Ms. Skurbe suggested that going forward administration look more carefully at the Budget for non-essential items.

Swaesh Mahr – encouraged the Board to be more transparent especially with deliberations and suggested that the public forum be moved to earlier in the agenda. Lastly, Mr. Mahr requested that political opinions be put aside and the best interest of the children be put first.

Krishna Teknale 11 Jake Place – inquired why the cost of textbooks are going down. Dr. Alvich responded that the district has been working to get 0% 3 year payment plans for the textbooks that are needed to be replaced, textbooks are typically on a five year cycle, and this year the only textbook that needs to be replaced is the K-5 Social Studies. Mr. Teknale requested that non-essential items be cut over educational courses. Lastly, Mr. Teknale inquired if it would be possible to send some middle school students to Millstone Middle School as they are experiencing a low enrollment. Mr. Gorski thanked Mr. Teknale for his creative thought and responded that he has already reached out to the Millstone Business Administrator and learned that is not the case, they have no school or room.

Jennifer Edelman 48 Cherry Blossom Drive – inquired about the process of the State coming in to build a school. Mr. Gorski responded that after a district has two consecutive defeats, they can appeal to the State for relief, the State will investigate and possibly determine that there is a need to override the voters and approve the projects. In rare instances the State may fund the project however, that would be unlikely. Mr. Gorski added that the district would have to engage in a legal appeal with State in order to get that process going.

Ira Nelsen 87 Crenshaw Way – inquired about the costs to the district for failed referendums. Mr. Gorski responded stating that the costs for the elections themselves are approximately \$70,000.00 each.

**Roll call** for resolution approving the 2019/2020 Tentative Budget 9-1-0-0-0. Motion carried with Ms. Arminio voting no due to the anticipated hope of re-visiting the Budget for non-essential items.

### **STUDENT BOARD MEMBERS REPORT**

Ms. Mamillapalli reported the following:

The MTHS Unified Sports Basketball Team made history by winning the NJSIAA B Bracket State Championship; MTHS Cheer Team is currently in Florida competing for Nationals; the MTHS Boys Bowling Team won the State Sectional; the National Honor Society went to Barclay Brook School to read to K-2 students for Read Across America; and MTHS DECA had thirty students make finals, twenty one of which are eligible to compete at the international conference.

Mr. Shah reported the following:

Applegarth PTA is hosting a Book Fair on March 21<sup>st</sup> & 22<sup>nd</sup>; next month they are hosting the 10<sup>th</sup> annual Tricky Tray; Barclay Brook School is having a science stem based assembly next month; the High School will be hosting a College Fair on March 21<sup>st</sup>; and MTHS FBLA members will be attending the FBLA State Leadership Conference in Atlantic City.

### **COMMITTEE REPORTS**

Mr. Ken Chiarella, Chairperson of the Buildings, Grounds & Transportation Committee, reported that the committee met on March 12<sup>th</sup> and discussed the following:

Mr. Eric Gehring, Middlesex County Parks Department presented the committee with maps of a hiking/walking trail which runs through the middle school and high school properties. The committee asked Mr. Gorski to reach out to the districts property and casualty broker for any insurance concerns of the public using school premises and to investigate a hold harmless agreement.

Mr. Gorski informed the committee of the need to replace the district mail truck. The committee concurred to replace it.

Ms. Kathleen MacDonald, Director of Transportation, highlighted the new routing software success, GPS Systems installed on vehicles, extremely high transportation efficiency rating, and other topics of interest. The committee asked questions about the state-wide bus driver shortage, which Ms. MacDonald answered with how she is attracting drivers with advertisements and direct solicitation from other transportation departments. Mr. Chiarella commended Ms. MacDonald for the job she does and stated that the district is well served with her employment.

Mr. Gorski presented the Monroe Commons Lease Agreement on behalf of Ms. Mary Smith, Board Attorney. Mr. Chiarella stated that had the referendum passed it was the thought to relocate Special Services and Central Registration to one of the schools. The proposal is now to consolidate the two leases into one lease for a period of three years with emphasis on negotiating a favorable rate. The draft of the lease will be presented to the full board in April, in time for the current lease expiration.

Mr. Riback, Chairperson of the Personnel Committee, reported that the committee met and recommended the increase of substitute pay. Mr. Riback provided details regarding a proposed legislation, Every Child Counts, which was discussed at the last NJSBA Legislative Committee Meeting.

Ms. Jill DeMaio, Chairperson of the Curriculum Committee, reported that the committee met earlier this evening and reviewed a new curriculum document for Probability and Statistics; an iILit Pilot, which is a comprehensive digital and blended print literacy program that helps engage readers and accelerate literacy skills and language development; they discussed the Summer Reading Lists; and reported that a Civics class is being implemented for grades 7, 8, & 9, therefore the World Language Program for those grades will need to be restructured. Lastly, Ms. DeMaio reported that the committee discussed the Performance Arts Academy, which is a summer program that will be presented by the MTHS Chorus Program.

Mr. Paul Rutsky, Chairperson of the Finance Committee, reported that the committee met last Tuesday and reviewed the 19/20 Budget.

Mr. Andy Paluri, Chairperson of the Educational Advocacy Committee, stated that the committee met last week and reviewed the current course offerings at the High School for courses that are aimed towards non-college bound students.

Mr. Paluri reported that he had a conversation with the Assembly Speaker Craig Coughlin and learned that they are not anticipating changes in the funding formula this year. Mr. Paluri stated that the committee is looking at various avenues to sue the State. Mr. Paluri encouraged the Board and members of the public to reach out to the elected officials and reported that the committee is currently looking to obtain slots to testify at the State Senate Hearing.

Lastly, Mr. Paluri reported that the committee had a discussion on Impact fees-The committee received information on case law regarding impact fees and discussed writing to the legislators to approve new law allowing impact fees.

A motion was made by Mr. Paluri and seconded by Ms. Lang that the board of education approve the following resolution by consent roll call:

**RESOLUTION OF THE MONROE TOWNSHIP BOARD OF EDUCATION  
CALLING FOR THE NEW JERSEY LEGISLATURE TO PASS LEGISLATION  
PERMITTING MUNICIPLITIES TO IMPOSE IMPACT FEES FOR INCREASED  
SCHOOL COSTS ON DEVLEOPERS OF NEW RESIDENDIAL UNITS**

**WHEREAS**, New Jersey law prohibits municipalities from charging impact fees to offset the costs associated with increased demands on schools, leaving the financial burden to be borne by local taxpayers; and

**WHEREAS**, over the last several decades the Township of Monroe, like many municipalities, has experienced residential development due in large part to the excellent quality of life, geographic location, and superior public school system; and

**WHEREAS**, Monroe Township is required by the State to accommodate 850 new affordable units and several thousand market units as part of a Fair Share Settlement; and

**WHEREAS**, this experience is occurring in municipalities across the state and demand for new school services increases; and

**WHEREAS**, it is fair and reasonable to shift some of the financial effects of residential development on local public schools from the taxpayers to the developers whose projects clearly and directly create the need for additional funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the Monroe Township Board of Education urge the New Jersey Legislature to pass legislation permitting municipalities to enact ordinances imposing impact fees for necessary public school improvements and expansion on the developers who build the new housing in their communities.

**BE IT FURTHER RESOLVED** that copies of this Resolution be mailed to Senate President Stephen Sweeney, Senate Minority Leader Thomas Kean, Speaker Craig Coughlin and Assembly Minority Leader Jon Bramnick.

Ms. Arminio requested that Mr. Paluri amend the resolution to include that legislatures re-evaluate the formulas that developers are using in their applications, adding that that they are using the Rutgers Study from 2000, which she feels is a debunked system. Mr. Gorski stated that he believes the Department of Education has removed the Rutgers Study from the enrollment projections.

Mr. Paluri suggested engaging Ross Haber to conduct a study on the two-bedroom townhouses age-targeted units that were built in Monroe.

Mr. Tufano requested that Mr. Paluri add a letter to the mayor requesting that he enact a moratorium on the building until the school district can catch up to its responsibility to educate all students coming into the district properly.

Mr. Chiarella stated that he plans to support Mr. Paluri's resolution however, he feels it is too late. Adding that Monroe will be built out by time the State steps in.

Roll Call 10-0-0-0-0. Motion carried.

Ms. Patricia Lang, Chairperson of the Policy Committee, reported that the committee also met on March 12<sup>th</sup> and reviewed the policies listed on the agenda. Ms. Lang provided details regarding the conduct of board meetings and the proposed revisions.

### **PUBLIC FORUM**

Prakash Parab 33 Dayna Drive – cautioned the Board regarding the policy which will deny students with visa's from registering. Next, Mr. Parab spoke about affordable housing and impact fees.

Chrissy Skurbe 21 Preakness Drive –spoke about the retirement of Jackie Winters. Ms. Skurbe thanked Ms. Winters for her service and dedication to the district.

Joann Cardone 11 Gravel Hill Spotswood – commended Mr. Goodall and team for presenting at over thirty referendum presentations. Ms. Cardone spoke about the lack of communication between the Zoning Board and the Board of Education. Lastly, Ms. Cardone spoke about non-college bound students and courses that can be offered in house for those students.

Richard Gibbons 415 Schoolhouse Road – spoke about presented the Board with a book entitled The 5000 Year Leap.

A motion was made by Mr. Paluri and seconded by Ms. Lang to take a ten minute recess. Motion carried.



## **SUPERINTENDENT'S REPORT**

### **PERSONNEL**

A motion was made by Mr. Chiarella and seconded by Mr. Riback that Personnel Items A- AL be approved by consent roll call. Board members congratulated the retirees listed on the agenda and thanked them for their service. Roll Call 10-0-0-0-0. Motion carried. The vote included the Jamesburg 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. Riback that Board Action Items A-S be approved by consent roll call. Ms. Arminio stressed concerns with the language in Bylaw #0152/Board Officers; Bylaw #064/Conduct of Board Meetings; Policy #7440/School District Security; and Policy #1110/Organizational Chart. Roll call 10-0-0-0-0. Motion carried with Ms. Arminio voting no on Item I – By-Law 0152, By-Law 064, Policy & Reg. #7440 and Policy #1110. The vote included the Jamesburg 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. Chiarella and seconded by Ms. DeMaio that Board Action Items A-N be approved by consent roll call. Roll Call 10-0-0-0-0. Motion carried Ms. Lang, Mr. Riback and Ms. Kolupanowich recusing on Item E for themselves only. The vote included the Jamesburg Representative where appropriate. A copy of the Board Action section of the Business Administrator's Report is attached to the official set of minutes.

### **BOARD PRESIDENT REPORT**

Ms. Kolupanowich provided an update on the superintendent search process including the posting; application process; resume access and interviews.

### **OTHER BOARD OF EDUCATION BUSINESS**

Ms. DeMaio Thank the MTEA an Administration for their efforts and support of the referendum.

Ms. Siegel thanked the Applegarth/Oak Tree PTA for inviting the Board to read books to students during Read Across America Week. Ms. Siegel provided details regarding a NJSBA finance workshop she attended with Ms. Lang.

Ms. Lang provided details about the Monroe Mindful Mentor Program on Women's History Month that she attended on March 9<sup>th</sup>.

Next, Ms. Lang reported that through the efforts of Ms. Kathy Dillion, Coordinator for the Unified Sports Program, NJ Special Olympic has invited Monroe's Unified Soccer Team to represent New Jersey in a major league Soccer Unified Exchange Program. This program is designed for one unified high school soccer team from NJ to compete on the same playing field with professional soccer players from the Red Bulls. Our Unified Soccer will sign contracts to be a part of the Red Bulls organization and receive official Red Bulls' uniforms. They will play two game as a Red Bulls New York unified team. Our away game will be on April 14th in Kansas

City Missouri. Since they are official team members that will be flown out to Kansas City and put up in a hotel with all expenses paid for two nights.

Lastly, Ms. Lang commended Ms. Betty Saborido and Mr. Goodall for all their efforts with the SEPAG and reported that the next SEPAG meeting is scheduled for April 10<sup>th</sup>.

Mr. Riback thanked the Barclay Brook/Brookside PTO for the \$10,000.00 donation. Mr. Riback read a statement that may encourage state officials to replace the state funding formula.

Mr. Paluri thanked administration and fellow board members for their efforts with the referendum. Mr. Paluri stated that there was an article in the NJ.Com newspaper which graded public schools and Monroe's middle school scored poorly. Mr. Paluri inquired why the middle school would have scored so low and requested that Mr. Goodall to look into the reason.

### **PUBLIC FORUM**

Chrissy Skurbe 21 Preakness Drive - requested that the district expand the AVID program across the district so every student can profit from the strategies that are taught.

### **CLOSED SESSION**

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

- Harassment, Intimidation and Bullying

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

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

Adjourned to Closed Session at 10:58 p.m.

Returned to Public Meeting at 11:08 p.m.

**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 Tuesday, April 30, 2019.

### **ADJOURNMENT**

A motion was made by Mr. Chiarella and seconded by Ms. DeMaio that the meeting be adjourned. Motion carried. The public meeting adjourned at 11:11 p.m.

Minutes of the Public Meeting of the Monroe Township Board of Education held on March 18, 2019 at the Monroe Township High School

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael C. Gorski".

Michael C. Gorski, CPA  
Business Administrator/Board Secretary

**The video recording of this meeting of the Monroe Township Board of Education can be found on the district website or <https://monroetv.viebit.com/> .**



**Monday, March 18, 2019**  
**MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA**

**PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING**  
**ALL INDIVIDUALS SITTING AT THE BOARD TABLE SHOULD HAVE THEIR PHONES PUT AWAY**

**MONROE TOWNSHIP HIGH SCHOOL**  
**200 SCHOOLHOUSE ROAD**  
**MONROE TOWNSHIP, NJ 08831**  
**7:00 P.M.**

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        | Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA |
| Category       | 3. ROLL CALL   |
| Access         | Public   |
| Type           | Information  |
|                | Ms. Michele Arminio  |
|                | Mr. Ken Chiarella  |
|                | Ms. Jill DeMaio  |
|                | Ms. Kathy Kolupanowich   |
|                | Ms. Patricia Lang  |
|                | Mr. Andy Paluri  |
|                | Ms. Rupa Siegel  |
|                | Mr. Peter Tufano   |
|                | Mr. Steven Riback  |

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

Mr. Paul Rutsky

### STUDENT BOARD MEMBERS

Ms. Sreeja Mamillapalli  
Mr. Manan Shah

## **4. STATEMENT**

| <b>Subject</b> | <b>A. STATEMENT</b> |
|----------------|---------------------|
|----------------|---------------------|

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY 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 March 14, 2019:

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

## 5. APPROVAL OF MINUTES

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**Subject A. APPROVAL OF MINUTES**

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 5. APPROVAL OF MINUTES

Access Public

Type Information

Special Public Board of Education Meeting, February 4, 2019  
Public Board of Education Meeting, February 13, 2019  
Closed Session Meeting, February 13, 2019

Executive File Attachments  
[Draft 02.13.19 Closed Session Minutes N.pdf \(222 KB\)](#)  
[draft 02.04.19 Special Public Minutes.pdf \(211 KB\)](#)  
[Draft 02.13.19 Public Minutes n.pdf \(409 KB\)](#)

## 6. PRESENTATIONS

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**Subject A. PRESENTATION OF THE DISTRICT SUPPORT STAFF OF THE YEAR**

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 6. PRESENTATIONS

Access Public

Type

PRESENTATION OF THE DISTRICT SUPPORT STAFF OF THE YEAR

**Subject B. MTEA PRIDE STUDENT PRESENTATION - BARCLAY BROOK SCHOOL**

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 6. PRESENTATIONS

Access Public

Type

MTEA PRIDE PRESENTATION - BARCLAY BROOK SCHOOL STEAM MAKER LAB.

**Subject C. PRESENTATION & PUBLIC HEARING OF THE PRELIMINARY 2019/2020 SCHOOL BUDGET**

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 6. PRESENTATIONS

Access Public

Type

PRESENTATION & PUBLIC HEARING OF THE PRELIMINARY 2019/2020 SCHOOL BUDGET

## 7. STUDENT BOARD MEMBERS' REPORT

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**8. COMMITTEE REPORTS****9. PUBLIC FORUM -AGENDA ITEMS ONLY**

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

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 9. PUBLIC FORUM -AGENDA ITEMS ONLY

Access Public

Type

See Note 3.

**10. SUPERINTENDENT'S REPORT/RECOMMENDATION**

**Subject** **A. ENROLLMENT**

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

**I. ENROLLMENT**

| Schools       | 2/28/19 | 1/31/19 | Difference | 2/28/18 | Difference |
|---------------|---------|---------|------------|---------|------------|
| Applegarth    | 446     | 444     | +2         | 413     | +33        |
| Barclay Brook | 337     | 334     | +3         | 349     | -12        |
| Brookside     | 404     | 401     | +3         | 414     | -10        |
| Mill Lake     | 553     | 551     | +2         | 578     | -25        |
| MTMS          | 1715    | 1713    | +2         | 1660    | +55        |
| Oak Tree      | 724     | 726     | -2         | 698     | +26        |
| Woodland      | 352     | 352     | 0          | 412     | -60        |
| High School   | 2331    | 2328    | +3         | 2299    | +32        |
| Total         | 6862    | 6849    | +13        | 6823    | +39        |

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

|                           | Monroe |      |            | Jamesburg |      |            |
|---------------------------|--------|------|------------|-----------|------|------------|
| School                    | Jan.   | Feb. | Difference | Jan.      | Feb. | Difference |
| Academy Learning Center   | 7      | 7    |            | 2         | 2    |            |
| Best Academy              |        |      |            | 1         | 1    |            |
| Bridge Academy            | 1      | 1    |            |           |      |            |
| Cambridge School          | 1      | 1    |            |           |      |            |
| Center for Lifelong Learn | 3      | 3    |            |           |      |            |
| Center School             | 2      | 2    |            |           |      |            |
| Childrens Center of Monm. | 1      | 1    |            |           |      |            |
| Coastal Learning Center   | 0      | 0    |            | 1         | 0    |            |
| Collier                   | 3      | 3    |            |           |      |            |
| CPC High Point            | 1      | 1    |            |           |      |            |
| Douglass Develop. Center  | 1      | 1    |            | 1         | 1    |            |
| East Mountain             | 1      | 1    |            |           |      |            |
| Eden                      | 4      | 4    |            |           |      |            |
| Harbor School             | 1      | 1    |            |           |      |            |
| Lakeview School           | 1      | 1    |            |           |      |            |
| Mary Dobbins School       | 1      | 1    |            |           |      |            |
| New Roads Parlin          | 1      | 1    |            |           |      |            |
| New Roads Somerset        | 2      | 2    |            |           |      |            |
| Mercer Elementary         | 1      | 1    |            |           |      |            |
| Mercer High School        | 1      | 1    |            |           |      |            |
| Newgrange School          | 2      | 2    |            |           |      |            |
| Newmark Elementary        | 1      | 1    |            |           |      |            |
| Rock Brook School         | 1      | 1    |            |           |      |            |
| Rugby                     | 2      | 2    |            |           |      |            |
| Schroth School            | 2      | 2    |            |           |      |            |
| Shore Center              | 1      | 1    |            |           |      |            |
| Total                     | 42     | 42   |            | 5         | 4    |            |

**STAFF**

| Department                            | Number of Staff |
|---------------------------------------|-----------------|
| Superintendent Office                 |                 |
| Superintendent                        | 1               |
| Secretary                             | 2               |
| Assistant Superintendent Office       |                 |
| Assistant Superintendent              | 1               |
| Secretary                             | 2               |
| Human Resources                       | 3               |
| Business Office                       |                 |
| Business Administrator                | 1               |
| Secretary                             | 1               |
| Accounting/Purchasing/Building Use    | 6               |
| Payroll                               | 3               |
| Benefits                              | 1               |
| Legal                                 |                 |
| Board Attorney                        | 1               |
| School Admin/Admin Support            |                 |
| Principal                             | 8               |
| Assistant Principal                   | 10              |
| Secretary                             | 28              |
| Paraprofessional - Part-time          | 1               |
| Supervisors K-12 HS                   |                 |
| K-12 Supervisor                       | 6               |
| Secretary                             | 1               |
| Instructional                         |                 |
| Teacher                               | 534             |
| Classroom Paraprofessionals/Media Ctr |                 |
| Paraprofessionals - Full-time         | 94              |
| Paraprofessionals - Part-time         | 51              |
| Media Coordinator                     | 3               |
| Educational Services Professionals    |                 |
| LDTTC                                 | 9               |
| School Social Worker                  | 7               |
| School Psychologist                   | 12              |
| Physical Therapist                    | 2               |
| Occupational Therapist                | 6               |
| Behavior Specialist/BCBA              | 3               |
| Nurse                                 | 13              |
| Media Specialist                      | 8               |
| School Counselor                      | 19              |
| Reading Specialist                    | 5               |
| SAC                                   | 1               |
| Speech                                | 15              |
| Pupil Personnel Services              |                 |
| Director                              | 1               |
| Supervisor                            | 1               |
| Secretary                             | 5               |
| Paraprofessional                      | 1               |
| Information Systems                   |                 |
| Director                              | 1               |
| Secretary                             | 1               |
| Network Operation Manager             | 2               |
| Lead Workstation Specialist           | 1               |
| Workstation Specialist                | 7               |
| Facilities                            |                 |
| Director                              | 1               |
| Supervisor/Building Manager           | 3               |
| Secretary                             | 1               |
| Custodial/Maintenance                 | 71              |
| Transportation                        |                 |
| Director                              | 1               |
| Coordinator                           | 1               |
| Dispatcher                            | 1               |
| Secretary                             | 1               |
| Driver                                | 60              |
| Mechanics                             | 4               |
| Paraprofessionals - Part-time         | 16              |
| Security                              |                 |

|   |        |
|---|--------|
| Director  | 1      |
| Security Guard  | 19     |
| Athletic Department   |        |
| Supervisor  | 1      |
| Athletic Trainer (1 full time, 1 part-time teacher/trainer)   | 1.5    |
| Secretary   | 1      |
| Food Service  |        |
| Director  | 1      |
| Lunch Paraprofessionals - Part-time                           | 44     |
| Falcon Care/ECE   |        |
| Director  | 1      |
| Clerk   | 1      |
| Teacher/Teacher Aides   | 6      |
| Group Leader, Asst Group Leader, Site Coordinator (Part-time) | 22     |
| Total District Staff as of 3/1/2019                           | 1136.5 |

**Subject****B. HOME INSTRUCTION**

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

**II. HOME INSTRUCTION**

| Home Instruction Report - February, 2019 |          |       |         |   |            |           |
|--|----------|-------|---------|---|------------|-----------|
| ID                                       | School   | Grade | Reason  | Instructors   | Effective  | End Date  |
| 84142                                    | MTHS     | 11    | Medical | Marraffa, S., Pangalos, G., Lyons, D., Vogytman, M.,                                | 9/20/2018  |           |
| 90756                                    | MTHS     | 11    | Admin   | ESCNJ   | 12/12/2018 | 2/4/2019  |
| 90582                                    | MLS      | 1     | CST     | Bartus, Harduby, Wei  | 9/5/2018   |           |
| 91710                                    | MTHS     | 10    | Medical | Sharma, V., Casarella, S., Robert Byrnes, Wall, S., Russo, B.                       | 9/13/2018  |           |
| 86518                                    | MTMS     | 7     | Medical | Consiglio, J., Hertman, J., Kirchner, K., Parker, R., Lyons, D.                     | 9/14/2018  |           |
| 83918                                    | MTHS     | 10    | Medical | Gold, Abbey, j Sharma, V., Kasternakis, M., LanFranchi, Ana                         | 12/21/2018 |           |
| 90817                                    | MTHS     | 12    | Medical | Lustgarten, A., Mascali, S., Simmonds, E., Baum, J.                                 | 11/22/2018 |           |
| 82913                                    | MTHS     | 11    | Medical | Hladek, B., Miller, L., Lyons, D., Miller, L.                                       | 9/21/2018  |           |
| 85333                                    | MTHS     | 9     | Medical | Lustgarten, A., Kelleher, D., Parker, R., Casarella, S., Hertman, J., Giaquinto, E. | 9/5/018    |           |
| 85696                                    | MTHS     | 9     | Medical | Professional Education Services   | 1/28/2019  | 2/13/2019 |
| 79109                                    | MTHS     | 11    | CST     | McDonald, Harris, Countryman, Ballard, Alagna, Therapeutic Outreach                 | 9/5/2018   |           |
| 85837                                    | MTHS     | 11    | Admin   | Weinstein, S.   | 12/14/2018 |           |
| 92693                                    | Oak Tree | K     | Medical | Sarcone, G.   | 12/5/2018  |           |
| 90602                                    | MTMS     | 7     | Medical | Arons, S., Gorham, M., Levine, S., Katona, C., Lyons, D.                            | 9/13/2018  |           |
| 86836                                    | MTMS     | 7     | Medical | Parker, R., Lewis, S., Santos, A., Ponsini, S., Tervo, K.                           | 9/20/2018  |           |
| 91198                                    | OTS      | 2     | CST     | Rubenstein/Seitz, Spadafora, T., Therapeutic Outreach, Oxford                       | 9/5/2018   |           |
| 89499                                    | Woodland | 5     | Medical | McTernan, P.  | 9/12/2018  |           |
| 82986                                    | MTHS     | 11    | Medical | Stranieri, M., Wall, S., Sanguiliano, S.  | 10/23/2018 | 2/11/2019 |
| 84142                                    | MTHS     | 11    | Medical | Lyons, D., NJESC, Santoriello, M.   | 9/20/2018  |           |
| 90297                                    | MTHS     | 12    | Medical | Byrnes, R., Lee, Katelyn, Wall, S.  | 9/12/2018  |           |



|       |      |    |         |   |           |           |
|-------|------|----|---------|---|-----------|-----------|
| 92510 | MTHS | 9  | Admin   | ESCNJ, Weiss, T.  | 1/3/2019  |           |
| 83084 | MTHS | 11 | Admin   | Lyons, D., ESCNJ  | 1/17/2019 | 2/8/2019  |
| 85513 | MTHS | 9  | Medical | Rutgers Health  | 1/16/2019 | 2/22/2019 |
| 83151 | MTHS | 12 | Medical | Professional Education Services                             | 2/14/2019 |           |
| 86981 | MTHS | 10 | Medical | Professional Education Services                             | 2/11/2019 |           |
| 91387 | MTHS | 10 | Medical | Professional Education Services                             | 2/11/2019 |           |
| 90712 | MTHS | 11 | Admin   | Riez, T., Lyons, D.   | 2/21/2019 |           |
| 85489 | MTHS | 9  | Admin   | Mackenzie, S.   | 2/14/2019 | 2/21/2019 |
| 82667 | MTHS | 12 | Admin   | Rooney, J.  | 1/30/2019 |           |
| 91708 | MTHS | 10 | Medical | Rutgers Health  | 2/7/2019  | 2/14/2019 |
| 90297 | MTHS | 12 | Medical | Lee, K., Wall, S., Byrnes, R.                               | 9/12/2018 |           |
| 85425 | MTHS | 9  | Medical | Penn Medicine   | 2/1/2019  | 2/19/2019 |
| 86220 | MTMS | 8  | Medical | Votman, M., Pangalos, G.                                    | 1/17/2019 |           |
| 91752 | MTHS | 10 | Admin   | Arons, S., Sharma, V., Mackenzie, S.,                       | 2/5/2019  |           |
| 82063 | MTHS | 12 | Medical | Hommer, N., Ballard, M.                                     | 2/11/2019 |           |
| 92766 | MTHS | 9  | Admin   | Kasternakis, M., Isola, N., Crapanzano, K.,<br>Friedman, E. | 2/5/2019  |           |
| 91732 | MTHS | 10 | Medical | PESI  | 2/26/2019 |           |
| 91270 | MTHS | 10 | Medical | Rutgers Health  | 2/26/2019 |           |
| 86467 | MTHS | 9  | Admin   | Krapanzano, K.,   | 2/25/2019 |           |
| 92736 | MTHS | 9  | Admin   | Krapanzano, K.,   | 2/20/2019 |           |
| 92766 | MTHS | 9  | Admin   | Friedman, E., Kasternakis, M., Isola, N.,<br>Crapanzano, K  | 2/5/2019  |           |
| 86981 | MTHS | 10 | Medical | Pending   | 1/28/2019 |           |

**Subject C. FIRE/LOCKDOWN DRILLS**

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

**III. FIRE/LOCKDOWN DRILL**

Applegarth School ----- February 2, 2019  
 Barclay Brook School ----- February 4, 2019  
 Brookside School ----- February 4, 2019  
 Mill Lake School ----- February 8, 2019  
 Monroe Middle School----- February 4, 2019  
 Oak Tree School ----- February 7, 2019  
 Woodland School ----- February 4, 2019  
 Monroe High School ----- February 22, 2019

**Lockdown**

Applegarth School----- February 25, 2019  
 Barclay Brook School----- February 19, 2019  
 Brookside School ----- February 14, 2019  
 Mill Lake School ----- February 11, 2019  
 Monroe Middle School----- February 26, 2019  
 Oak Tree School ----- February 20, 2019  
 Woodland School ----- February 5, 2019  
 Monroe High School ----- February 28, 2019

**Subject D. PERSONNEL**

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Action

Recommended Action It is recommended that the Board approve the attached personnel items A through AL

## IV. PERSONNEL

- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Jacklyn Winters**, teacher of physical education at Barclay Brook School, effective July 1, 2019.
- B. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Karen Earl**, teacher of social studies at MTMS, effective July 1, 2019.
- C. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Janice Jernigan**, teacher of business at the High School, effective July 1, 2019.
- D. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Anna Cabanski**, custodian at Mill Lake school, effective July 1, 2019.
- E. It is recommended that the Board accept the resignation of **Ms. Christina Graziano**, kindergarten teacher at ECE effective March 30, 2019.
- F. It is recommended that the Board accept the resignation of **Ms. Barbara Urban**, secretary at Pupil Personnel Services, retroactive to March 12, 2019.
- G. It is recommended that the Board accept the resignation of **Ms. Erin Davison**, assistant group leader at Falcon Care, effective March 19, 2019.
- H. It is recommended that the Board accept the resignation of **Ms. Kerry Esposito**, paraprofessional at Woodland School, retroactive to March 11, 2019.
- I. It is recommended that the Board accept the resignation of **Ms. Kathy Dillon**, as Unified Track Coach for the spring, retroactive to February 28, 2019.
- J. It is recommended that the Board accept the resignation of **Ms. Donna Montgomery**, as advisor of the TSA Club (50%), retroactive to March 7, 2019.
- K. It is recommended that the Board approve a revision in the maternity leave of absence to **Ms. Alyssa Sliwoski**, teacher of special education at MTMS, retroactive to February 13, 2019 through May 31, 2019 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, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Sliwoski may be entitled.
- L. It is recommended that the Board approve a maternity leave of absence to **Ms. Jessica Ferrantelli** teacher of social studies at the High School, effective May 3, 2019 through January 1, 2020 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, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Ferrantelli may be entitled.
- M. It is recommended that the Board approve a maternity leave of absence to **Ms. Christina Sceusa**, teacher of grade 2 at Oak Tree School, effective September 1, 2019 through January 3, 2020 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, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Sceusa may be entitled.
- N. It is recommended that the Board approve a medical leave of absence to **Ms. Karen Rucando**, secretary in the Technology Department, effective April 3, 2019 through May 29, 2019. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Rucando may be entitled.
- O. It is recommended that the Board approve a medical leave of absence to **Ms. Dana Beachum**, teacher of business at the High School, effective April 11, 2019 through May 22, 2019 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, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Beachum may be entitled to.
- P. It is recommended that the Board approve a medical leave of absence to **Ms. Kacie Walton**, teacher of grade 2 at Oak Tree School, retroactive to February 14, 2019 through March 6, 2019 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, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Walton may be entitled to.
- Q. It is recommended that the Board approve a medical leave of absence to **Mr. Barton Mix**, teacher of math at MTMS, retroactive to February 20, 2019 through March 12, 2019 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, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Mr. Mix may be entitled to.
- R. It is recommended that the Board approve a medical leave of absence to **Ms. Charlotte Malvasio** paraprofessional at Mill Lake School, effective March 28, 2019 through May 9, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Malvasio may be entitled to.

- S. It is recommended that the Board approve a medical leave of absence to **Ms. Yeniffer Chiriboga**, bus driver in the Transportation Department, retroactive to February 19, 2019 through March 12, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Chiriboga may be entitled to.
- T. It is recommended that the Board approve a medical leave of absence to **Ms. Barbara Lonczak**, principal's secretary at MTMS, effective April 11, 2019 through July 4, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Lonczak may be entitled to.
- U. It is recommended that the Board approve an extended medical leave of absence to **Ms. Jennifer Updale**, paraprofessional at Mill Lake School, retroactive to February 15, 2019 through March 15, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Updale may be entitled to.
- V. It is recommended that the Board approve an extended medical leave of absence to **Ms. Lorraine Ongaro**, teacher of special education at MTHS, retroactive to February 18, 2019 pending further action of the Board 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, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Ongaro may be entitled to.
- W. It is recommended that the Board approve an extended medical leave of absence to **Ms. Dawn Rousseau**, paraprofessional at the High School, retroactive to March 4, 2019 through April 29, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Rousseau may be entitled to.
- X. It is recommended that the Board approve an extended medical leave of absence to **Ms. Mary Sconiers**, custodian at MTMS, effective March 28, 2019 through April 12, 2019. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Sconiers may be entitled to.
- Y. It is recommended that the Board approve an unpaid intermittent leave of absence under FMLA/NJFLA to **Ms. Jennifer Metroke**, teacher of the handicapped at Brookside School, effective March 7, 2019 through September 30, 2019. Ms. Metroke's unpaid days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et. seq., as appropriate.
- Z. It is recommended that the Board approve an unpaid leave of absence under FMLA/NJFLA to **Mr. Marc Palumbo**, custodian at the High School, effective April 1 2019 through May 10, 2019. Mr. Palumbo's 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, N.J.S.A. 34:11B-1 et. seq., as appropriate.
- AA. It is recommended that the Board approve an unpaid leave of absence under FMLA/NJFLA to **Ms. Krystyna Karbowska**, custodian at the High School, effective April 1, 2019 through June 30, 2019. Ms. Karbowska's unpaid days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et. seq., as appropriate.
- AB. It is recommended that the Board approve an unpaid leave of absence for child rearing to **Ms. Claudia Loonan**, teacher of grade 5 at Applegarth School, effective May 13, 2019 through June 30, 2019.
- AC. It is recommended that the Board approve an unpaid leave of absence to **Ms. Tami Goldstein**, paraprofessional at Mill Lake School, retroactive to March 15 and March 18, 2019.
- AD. It is recommended that the Board approve an unpaid leave of absence to **Ms. Latha Juloori**, paraprofessional at Oak Tree School, effective April 18, April 29, and April 30, 2019.
- AE. It is recommended that the Board approve the return to work of **Ms. Carol Pignataro**, teacher of grade 4 at Applegarth School, retroactive to February 15, 2019.
- AF. It is recommended that the Board approve the return to work of **Ms. Laurie Beagan**, teacher of ESL at the High School, retroactive to March 11, 2019.
- AG. It is recommended that the Board rescind the contract of **Ms. Ludwina Boseman**, bus driver in the Transportation Department, retroactive to February 19, 2019.
- AH. It is recommended that the Board approve the following previously approved clubs and advisors from the non-instructional rate \$44.85/hr. to the instructional rate \$53.87/hr.:
- |                           |                   |
|---------------------------|-------------------|
| Board Game Bonanza        | Frank Bonich      |
| Debate Club               | Scott Messinger   |
| Film Club                 | Benjamin Mulvey   |
| Nail Art Club             | Jessica Consiglio |
| Ping Pong and Tennis Club | Misty Corbisiero  |
- AI. It is recommended that the Board approve the following certificated staff for the Whole Child Elementary Parent Night on March 27, 2019 for 2 hours each at the instructional rate \$53.87/hr. (account no. 11-120-100-101-000-010, 11-120-100-101-000-020, 11-120-100-101-000-030, 11-120-100-101-000-040, 11-120-100-101-000-050, 11-120-100-101-000-060):

Madysen Hawes  
 Dana Green-Witter  
 Nicole Pontarello  
 Nicole Midura  
 Kristen Miller  
 Ali Bartus  
 Adrienne Shanfield  
 Jodi Silberstein  
 Rhonna Griffin  
 Irene Baratta  
 Allison Cooper

AJ. It is recommended that the Board approve the following certificated staff at the following step on guide (\*pending satisfactory completion of pre-employment requirement):

| Name               | School        | Position                               | Salary  | Account No.            | Effective Date                 | Reason                                 |
|--------------------|---------------|--|---|------------------------|--------------------------------|--|
| Elizabeth Feder*   | Mill Lake     | Teacher of kindergarten (50%)          | Step 1 BA \$50,927 (50%) pro-rated              | 11-110-100-101-000-040 | 4/29/19-6/30/19                | Resignation replacement - tenure track |
| Brittany Dove      | MTMS          | Teacher of Spec. Ed./ICR               | Step 1 BA \$50,927 pro rated                    | 11-213-100-101-000-093 | Retroactive to 2/13/19-6/4/19  | Leave replacement-change in start date |
| Tiffani Kipila*    | Brookside     | Teacher of Spec. Ed./ICR               | Step 1 BA \$50,927 pro rated                    | 11-213-100-101-000-093 | Retroactive 3/14/19-6/30/19    | Leave replacement                      |
| Megan Loftus       | Oak Tree      | Teacher of grade 2                     | Step 1 BA \$50,927 pro rated                    | 11-120-100-101-000-060 | Retroactive to 2/19/19-5/20/19 | Change in start date                   |
| Melissa Rosen      | MTMS          | Teacher of math                        | 17% additional contract                         | 11-130-100-101-000-080 | retroactive to 2/15/19-2/19/19 | leave replacement extension            |
| Dina Dale          | MTMS          | Teacher of math                        | 17% additional contract                         | 11-130-100-101-000-080 | retroactive to 2/15/19-2/19/19 | leave replacement extension            |
| Kristie Zimmermann | MTMS          | Teacher of math                        | 17% additional contract                         | 11-130-100-101-000-080 | retroactive to 2/15/19-2/19/19 | leave replacement extension            |
| Samanatha Sheenan  | HS            | Teacher of Special Education/ICR       | Step 6A MA \$54,517+\$3450                      | 11-213-100-101-000-093 | Retroactive 2/28/19-6/30/19    | Change in start date                   |
| Samantha Grimaldi  | HS            | Portfolio Appeal -Math                 | Instructional rate \$53.87/hr. up to 20 hours   | 11-140-100-101-000-070 | Retroactive 2/25/19-4/18/19    | New position                           |
| Ashley Buehler     | MTMS          | After School Basic Skills              | \$116.34 session                                | 11-230-100-101-000-093 | Retroactive 2/21/19-5/9/19     | Leave replacement                      |
| Anju Chawla        | MTMS          | After School Basic Skills substitute   | \$116.34 session                                | 11-230-100-101-000-093 | Retroactive 2/21/19-5/9/19     | substitute                             |
| Lauraine Wright    | MTMS          | After School Basic Skills substitute   | \$116.34 session                                | 11-230-100-101-000-093 | Retroactive 2/21/19-5/9/19     | substitute                             |
| Michelle Ballard   | HS            | Teacher of Special Ed.                 | 17% additional contract                         | 11-213-100-101-000-093 | Retroactive to 2/20/19-TBD     | Leave position                         |
| Jordanna Riggi     | HS            | Teacher of Special Ed.                 | 17% additional contract                         | 11-213-100-101-000-093 | Retroactive to 2/20/19-TBD     | Leave position                         |
| Denise DiMeola     | HS            | Teacher of Special Ed.                 | 17% additional contract                         | 11-213-100-101-000-093 | Retroactive to 2/20/19-TBD     | Leave position                         |
| Eileen Simmonds    | HS            | Teacher of Special Ed.                 | 17% additional contract                         | 11-213-100-101-000-093 | Retroactive to 2/20/19-TBD     | Leave position                         |
| Jennifer Baum      | HS            | Teacher of Special Ed.                 | 17% additional contract                         | 11-213-100-101-000-093 | Retroactive to 2/20/19-TBD     | Leave position                         |
| Sandra Mascalli    | HS            | Teacher of Phys. Ed. MAPS              | 17% additional contract                         | 11-140-100-101-000-070 | Retroactive 2/13/19-5/15/19    | leave position                         |
| Maryann Howes*     | Barclay Brook | School Counselor                       | \$246/day                                       | 11-000-218-104-000-098 | 5/15/19-6/30/19                | Leave replacement position             |
| Stacey Fretta      | High School   | YAG field trip nurse                   | Instructional rate \$53.87/hr. up to 8 hours    | 11-000-213-100-000-098 | Retroactive 3/3/19             | Field trip                             |
| Catherine Lestingi | High School   | HOSA field trip nurse                  | Instructional rate \$53.87/hr. up to 10 hours   | 11-000-213-100-000-098 | Retroactive 3/17/19            | Field trip                             |
| Cori D'Albero      | Applegarth    | Chorus Concert supervision             | Non-instructional rate \$44.85/hr. for 4.0 hrs. | 11-120-101-000-050     | Retroactive 3/11/19            | Supervision                            |
| Nicole Sheppard    | Applegarth    | Chorus Concert supervision             | Non-instructional rate \$44.85/hr. for 4.0 hrs. | 11-120-101-000-050     | Retroactive 3/11/19            | Supervision                            |
| Michael Fattibene  | Applegarth    | Chorus Concert supervision             | Non-instructional rate \$44.85/hr. for 4.0 hrs. | 11-120-101-000-050     | Retroactive 3/11/19            | Supervision                            |
| Melissa Evans      | Applegarth    | Chorus Concert supervision             | Non-instructional rate \$44.85/hr. for 4.0 hrs. | 11-120-101-000-050     | Retroactive 3/11/19            | Supervision                            |
| Tara Palino        | Applegarth    | Spring Band/Chorus Concert supervision | Non-instructional rate \$44.85/hr. for 3.0 hrs. | 11-120-101-000-050     | 5/30/19                        | Supervision                            |
| Cori D'Albero      | Applegarth    | Spring Band/Chorus Concert             | Non-instructional rate                          | 11-120-101-000-        | 5/30/19                        | Supervision                            |

|                   |            |   |   |                        |                             |  |
|-------------------|------------|---|---|------------------------|-----------------------------|--|
|                   |            | supervision                                 | \$44.85/hr. for 3.0 hrs.                        | 050                    |                             |  |
| Nicole Sheppard   | Applegarth | Spring Band/Chorus Concert supervision      | Non-instructional rate \$44.85/hr. for 3.0 hrs. | 11-120-101-000-050     | 5/30/19                     | Supervision                                |
| Susan Voza        | Applegarth | Spring Band/Chorus Concert supervision      | Non-instructional rate \$44.85/hr. for 3.0 hrs. | 11-120-101-000-050     | 5/30/19                     | Supervision                                |
| Michael Fattibene | Applegarth | Spring Band/Chorus Concert supervision      | Non-instructional rate \$44.85/hr. for 3.0 hrs. | 11-120-101-000-050     | 5/30/19                     | Supervision                                |
| Melissa Evans     | Applegarth | Spring Band/Chorus Concert supervision      | Non-instructional rate \$44.85/hr. for 3.0 hrs. | 11-120-101-000-050     | 5/30/19                     | Supervision                                |
| Jessica Baum      | HS         | Volunteer Boys volleyball coach             | Volunteer                                       | 11-402-100-100-000-098 | Spring 2019                 | Volunteer                                  |
| Susanna Jardine   | HS         | Portfolio Appeal Instructor                 | Instructional rate \$53.87/hr. up to 20 hours   | 11-140-100-101-000-070 | Retroactive 3/11/19-4/30/19 | New position                               |
| Sarah Cummings    | MTMS       | TSA Club (100%)                             | \$2054 stipend                                  | 11-401-100-100-000-098 | Retroactive 3/7/19-6/30/19  | Went from 50% to 100%                      |
| Cristina Tenreiro | MTMS       | Costume Assistant grade 7 and 8 play        | \$800 stipend                                   | 11-130-100-101-000-080 | Spring 2019                 | Stipend position                           |
| Donna Montgomery  | MTMS       | Robotics Club                               | Instructional rate \$53.87/hr.                  | 11-401-100-100-000-098 | Retroactive 3/7/19-6/30/19  | Stipend position                           |
| Nick Isola        | HS         | Boys Volleyball assistant coach             | Step 1 \$4681 (100%)                            | 11-402-100-100-000-098 | Spring 2019                 | additional 50% for resignation replacement |
| Brian Hinz        | HS         | Boys Volleyball assistant coach             | Step 2 \$5202 (100%)                            | 11-402-100-100-000-098 | Spring 2019                 | additional 50% for resignation replacement |
| Sandy Mascali     | HS         | Unified Track & Field Coach                 | \$1721  | 11-402-100-100-000-098 | 2/15/19-6/30/19             | unified sport                              |
| Deborah Force     | HS         | Nurse – Unified Sports Basketball away game | Instructional rate \$53.87 for 5.5 hrs.         | 11-000-213-100-000-098 | 3/2/19                      | Away game                                  |
| Alicia Realmuto   | HS         | Nurse – Unified Sports Basketball away game | Instructional rate \$53.87 for 5.5 hrs.         | 11-000-213-100-000-098 | Retroactive to 2/23/19      | away game                                  |

AK. It is recommended that the Board approve the following non-certificated staff at the following salary guide (\*pending satisfactory completion of pre-employment requirement):

| Name              | School          | Position                             | Salary                                       | Account No.            | Effective Date  | Reason                  |
|-------------------|-----------------|--------------------------------------|--|------------------------|-----------------|-------------------------|
| Ragini Sridharan* | Oak Tree        | Para – cafeteria                     | Stp 1 Reg. \$13.64/hr. for 2.5 hrs.          | 11-000-262-107-000-060 | 3/19/19-6/30/19 | Replacement position    |
| Sowmya Dantuluri* | Falcon Care     | Assistant Group Leader               | \$12.00/hr. for 2.0 hrs.                     | 65-990-320-100-000-098 | 3/19/19-6/30/19 | Replacement position    |
| Diane Martin*     | Transportation  | Para – bus                           | Step 1 Spec. Ed. \$13.64+\$2.00 for 5.0/hrs. | 11-000-270-107-000-096 | 3/19/19-6/30/19 | New position            |
| Erin Davison*     | Transportation  | Para – bus                           | Step 1 Spec. Ed. \$13.64+\$2.00 for 5.0/hrs. | 11-000-270-107-000-096 | 3/19/19-6/30/19 | New position            |
| Renee Zappone     | High School     | Para                                 | PD credit \$150 for 4.25 credits total       | 11-213-100-106-000-093 | 3/19/19-6/30/19 | PD credit               |
| Marlene Oskierko  | High School     | Para                                 | PD credit \$150 for 4.43 credits total       | 11-213-100-106-000-093 | 3/19/19-6/30/19 | PD credit               |
| Audra Perschilli  | Brookside       | Spec. Ed Zero period Para substitute | 1 hour – step on guide                       | 11-213-100-106-000-093 | 3/1/19-6/30/19  | Substitute              |
| Jody Meagher      | Mill Lake Annex | Assistant Group Leader               | \$12.00/hr 5.5/hrs. day                      | 65-990-320-100-000-098 | 4/1/19-6/30/19  | resignation replacement |

AL. It is recommended that the Board approve the following substitutes for the 2018-2019 school year:

**Certificated**

Jeanine Fama  
Brielle Hrymoc  
Garima Khanna  
Tiffani Kipila

Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Teacher

**Non-Certificated**

Maya Paco  
Ruthann Huttula  
Shari Weissman

Substitute Avid Tutor  
Substitute Paraprofessional  
Substitute Paraprofessional

**Subject**

**E. BOARD ACTION**

Meeting

Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category

10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Action

**V. BOARD ACTION** (Items A through S).

- 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 for the 2018-2019 school year.
- C. It is recommended that the Board approve the previously submitted list of Student Teachers for the 2018-2019 school year.
- D. It is recommended that the Board approve the previously submitted Student Suspension Report for the month of February 2018.
- E. It is recommended that the Board approve the previously submitted revised school calendar for the 2018-2019 school year.
- F. It is recommended that the Board approve the procurement of ILITIMPESSBASIC an iLit Training Implementation Essentials School Basics, iLit 2016 45 minutes English Language Learners Digital Coursework mobile app all levels, which is a reading resource for ELL students, and a 1 year subscription for a total cost of \$2,500.00.
- G. It is recommended that the Board approve the following previously submitted curriculum document for the 2018-2019 school year:
- Computer Science and Coding
- H. It is recommended that the Board of Education: (1) affirm the Superintendent's initial determination regarding the Harassment, Intimidation & Bullying complaints set forth below; and (2) direct the Superintendent to provide notice of the Board's aforementioned decision to the parents of all involved students.

Incident No. 197095  
 Incident No. 197292  
 Incident No. 197743  
 Incident No. 197753

- I. It is recommended that the Board approve the following Bylaws, Policies and Regulations for a first reading:

|                    |  |
|--------------------|--|
| Bylaw 0152         | Board Officers   |
| Bylaw 0164         | Conduct of Board Meetings                                  |
| Policy 5756        | Transgender  |
| Policy 2610        | Educational Program Evaluation                             |
| Policy & Reg. 5111 | Eligibility of Resident/Non Resident Students              |
| Policy & Reg. 7440 | School District Security                                   |
| Policy 3322.1      | Certified Staff Member's use of Privately Owned Technology |
| Reg. 1613          | Disclosure and Review of Applicant's Employment History    |

- J. It is recommended that the Board reaffirm the following Bylaws, Policies and Regulations:

|                    |   |
|--------------------|---|
| Bylaw 0145         | Board Member Resignation and Removal                        |
| Bylaw 0153         | Annual Appointments   |
| Bylaw 0154         | Annual Motions and Designations                             |
| Bylaw 0169.2       | Board Member Use of Social Networks                         |
| Bylaw 0174         | Legal Services  |
| Policy 1110        | Organizational Chart  |
| Policy 1130        | Staff Liaison Committees                                    |
| Policy 1140        | Affirmative Action Plan                                     |
| Policy 1210        | Board Superintendent Relations                              |
| Policy 1220        | Employment of Chief School Administrator                    |
| Policy 1230        | Superintendent's Duties                                     |
| Policy & Reg. 1240 | Evaluation of Superintendent                                |
| Policy 1350        | Incapacity of School Business Administrator/Board Secretary |
| Policy 1613        | Disclosure and Review of Applicant's Employment history     |
| Policy 1620        | Administrative Employment Contracts                         |

- K. It is recommended that the Board approve the following Bylaws, Policies and Regulations for a second and final reading:

|                    |  |
|--------------------|--|
| Bylaw 141.1        | Board Member and Term (Sending District)   |
| Bylaw 141.2        | Board Member and Term (Receiving District) |
| Bylaw 144          | Board Member Orientation and Training      |
| Bylaw 151          | Organization Meeting                       |
| Policy & Reg. 7510 | Use of Facility                            |

- L. It is recommended that the Board approve the rescission of the following Bylaw:

|            |                          |
|------------|--------------------------|
| Bylaw 0135 | Use of Social Networking |
|------------|--------------------------|

- M. It is recommended that the Board approve the previously submitted agreement between George Scott, Center for Counseling Services and the Monroe Township Board of Education to provide a workshop on Suicide Awareness, Understanding, Assessment and Intervention to district counselors, social workers and psychologist retroactive to February 25, 2019 for three hours at a cost of \$1,200.
- N. It is recommended that the Board approve the previously submitted agreement between Dr. Paul Head, Conductor/Clinician and the Monroe Township School District to provide a workshop with the High School Choral program and the district Choral Department Staff on

March 19, 2019 in the amount of \$500.

- O. It is recommended that the Board approve the previously submitted agreement between Dr. Duane Cottrell, Conductor/Clinician and the Monroe Township School District to provide a workshop with the High School Choral program and the district Choral Department Staff on April 9, 2019 in the amount of \$500.
- P. It is recommended that the Board approve a workshop presented by Mr. Ming Chen on Podcasting/Social Media Broadcasting for High School Careers Technology Students on March 28, 2019 at no cost to the district.
- Q. It is recommended that the Board approve a workshop presented by Mr. Mayank Ahuja and the Rutgers University Robotics Team for High School STEM Academy, Engineering and Robotics Students on March 28, 2019.
- R. It is recommended that the Board approve the following substitute rates for the 2019-2020 school year:

|   |             |
|---|-------------|
| Substitute Teacher with a County Substitute Certificate                   | \$105/day   |
| Substitute Teacher with a Bachelor's degree or Higher                     | \$110/day   |
| Substitute Teacher with a Teaching Certification (Standards, CEAS, or CE) | \$115/day   |
| Substitute paraprofessional   | \$10.25/hr. |

- S. **2018-2019 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** for the period 1/24/19-3/15/19:

| <u>Date</u> | <u>School</u> | <u>Incident</u>           | <u>Cost to District</u> |
|-------------|---------------|---------------------------|-------------------------|
| 1/10/19     | HS            | fight                     |                         |
| 2/14/19     | HS            | substance abuse confirmed |                         |
| 2/22/19     | HS            | assault                   |                         |
| 2/27/19     | HS            | assault                   |                         |
| 2/27/19     | HS            | substance abuse confirmed |                         |
| 2/27/19     | HS            | substance abuse confirmed |                         |
| 2/27/19     | HS            | theft                     |                         |

#### File Attachments

pol. bylaw, reg. second reading.pdf (2,417 KB)  
 School Calendar 2018-2019.FINAL.REVISED.BOE Approved 3-18-19.pdf (1,257 KB)  
 Policies for reaffirmation.pdf (3,527 KB)  
 Bylaw, Policy & Reg first reading.pdf (7,017 KB)  
 Student Teaching Approval March 18, 2019.pdf (27 KB)  
 Professional Dev..pdf (1,145 KB)

#### Executive File Attachments

Computer Science and Coding.pdf (6,718 KB)  
 SUSPENSIONS FEBRUARY 2019.pdf (38 KB)  
 Field Trip Requests - March 18, 2019.pdf (76 KB)

## 11. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

### Subject

### A. BOARD ACTION

Meeting

Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category

11. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

Access

Public

Type

Action

Recommended Action

It is recommended that the Board of Education approve the following Board Action Items by roll call.

### BOARD ACTION (Items A through N)

#### A. PROFESSIONAL APPOINTMENTS

- It is recommended that members of the Monroe Township Board of Education approve **Jesse M. Mintz**, M.D., 10-D Auer Court, East Brunswick, NJ 08816, to provide school neurological evaluations to students referred by the District at a rate of \$450.00 per evaluation for the 2018/2019 school year pending criminal history investigation.
- It is recommended that members of the Monroe Township Board of Education approve **Cooper Ford**, 1000 Hoover Drive, North Brunswick, NJ 08902, as a Pit Musician/Violin for the 2019 7th/8th Grade Spring Play for a total fee of \$600.00.
- It is recommended that members of the Monroe Township Board of Education approve **Julie Zedeck**, 3 Marberne Terrace, Livingston, NJ 07039, as a Pit Musician/Trombone for the 2019 7th/8th Grade Spring Play for a total fee of \$600.00.

4. It is recommended that members of the Monroe Township Board of Education approve **Frank Parente**, 23 Longfellow Terrace, Morganville, NJ 07751, as a Pit Musician/Percussion for the 2019 7th/8th Grade Spring Play for a total fee of \$600.00.
5. It is recommended that members of the Monroe Township Board of Education approve **Nicole Hunnemedder**, 100 Wabeno Ave, Apartment B, Springfield, NJ 07081, as a Pit Musician/Horn for the 2019 7th/8th Grade Spring Play for a total fee of \$600.00.
6. It is recommended that members of the Monroe Township Board of Education approve **Sean Ferguson**, 100 Wabeno Avenue, Apartment B, Springfield, NJ 07081, as a Pit Musician/Bass for the 2019 7th/8th Grade Spring Play for a total fee of \$600.00.
7. It is recommended that members of the Monroe Township Board of Education approve **Jillian McDonald**, 601 Park Street, Apartment 6C, Bordentown, NJ 08505, as a Pit Musician/Clarinet for the 2019 7th/8th Grade Spring Play for a total fee of \$600.00.
8. It is recommended that members of the Monroe Township Board of Education approve **Isaiah Mason**, 109 B Sydney Place, Somerset, NJ 08873, as a Pit Musician/Trumpet for the 2019 7th/8th Grade Spring Play for a total fee of \$600.00.
9. It is recommended that members of the Monroe Township Board of Education approve **Joseph Lesky**, 23 B Taylor Avenue, East Brunswick, NJ 08816, as an Accompanist for the 2019 Spring Festival and rehearsals for a total fee of \$200.00.

#### B. BILL LIST

It is recommended that the bills totaling \$11,484,339.20 for February 2019 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 January 2019, 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 January 2019 Secretary's Report indicates that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in accordance with N.J.A.C.6A:23-2.11(a).

#### D. TRANSFER #7

It is recommended that members of the Monroe Township Board of Education approve Transfer #7 for January 2019 for Fiscal Year 2018/2019 as previously submitted.

#### E. TRAVEL EXPENDITURE RESOLUTION

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by the New Jersey School Boards Association (NJSBA) and set forth below are directly related to and with the scope of board members' and employees duties; and

WHEREAS, the Monroe Township Board of Education is required pursuant to N.J.S.A. 18:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and

WHEREAS, the Board of Education has determined that participation in the NJSBA training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and

WHEREAS, the Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, the Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and with the guidelines established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, the Board of Education finds that a mileage reimbursement rate to that of the State of New Jersey mileage reimbursement rate is a reasonable rate; and

WHEREAS, the Board of education has determined that participation in the NJSBA training and informational programs are in compliance with the District policy on travel; therefore be it RESOLVED, that the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and,

Be it further RESOLVED, that the Monroe Township Board of Education authorizes in advance, as required by statute, attendance at the following NJSBA training programs and informational events:

#### **New Jersey School Boards Association Regional Conference on School Climate & Culture Parlin, NJ**

| Board Member       | Date of Travel | Transportation, Tolls & Mileage Reimbursement | Workshop Fee             |
|--------------------|----------------|---|--------------------------|
| Patricia Lang      | 04/06/19       | Participant denies reimbursement              | No fee for NJSBA Members |
| Kathy Kolupanowich | 04/06/19       | Participant denies reimbursement              | No fee for NJSBA Members |
| Steve Riback       | 04/06/19       | Participant denies reimbursement              | No fee for NJSBA Members |

#### F. DONATION - BARCLAY BROOK/BROOKSIDE SCHOOL PTA



It is recommended that the members of the Monroe Township Board of Education accept and acknowledge a donation of \$10,000.00 by the **Barclay Brook/Brookside PTA** for the purpose of replacing a marque sign at Brookside School.

G. CONTRACT - NORMANDY STUDIO, INC.

It is recommended that the Monroe Township Board of Education approve **Normandy Studio, Inc.**, 400 Corporate Court, Suite F, South Plainfield, NJ 07080, as the portrait photographer for the Monroe Township High School during the 2019-2020 and 2020-2021 school years in accordance with the previously submitted agreement.

H. MTHS/ STOP-GAP INTERIOR ALTERNATIONS

WHEREAS, the Monroe Township Public School District Board of Education (the "Board"), a regular operating public school district in the State of New Jersey has identified an anticipated capital improvement project (the "Project") for which it wishes to seek the approval of the New Jersey Department of Education ("DOE"); and

WHEREAS, the anticipated Project identified by the Board is as follows:

- a. Monroe Township High School
  - i. **Stop-Gap Interior Alterations**

WHEREAS, the Board, through its architect DI Group Architecture, LLC ("the Architect"), intends to submit an application for this Project to the DOE for approval; and

WHEREAS, in connection with the anticipated Project, the Board has prepared an Amendment Request Form associated with its Long Range Facilities Plan (the "Plan") to include said Project; and

WHEREAS, the Board, through the Architect, intends to submit the Amendment to the Plan to the DOE for approval:

NOW THEREFORE, BE IT RESOLVED by the Board as follows:

- Section1. The Board hereby authorizes the Architect to submit to the DOE for approval an Application for said Project.
- Section 2. The Board hereby authorizes the Architect to submit to the DOE for approval the Amendment to the Plan incorporating the Project.

I. MTMS / PARTIAL BUILDING ROOF REPLACEMENT

WHEREAS, the Monroe Township Public School District Board of Education (the "Board"), a regular operating public school district in the State of New Jersey has identified an anticipated capital improvement project (the "Project") for which it wishes to seek the approval of the New Jersey Department of Education ("DOE"); and

WHEREAS, the anticipated Project identified by the Board is as follows:

- i. **Partial Building Roof Replacements**

WHEREAS, the Board, through its architect DI Group Architecture, LLC ("the Architect"), intends to submit an application for this Project to the DOE for approval; and

WHEREAS, in connection with the anticipated Project, the Board has prepared an Amendment Request Form associated with its Long Range Facilities Plan (the "Plan") to include said Project; and

WHEREAS, the Board, through the Architect, intends to submit the Amendment to the Plan to the DOE for approval:

NOW THEREFORE, BE IT RESOLVED by the Board as follows:

- Section1. The Board hereby authorizes the Architect to submit to the DOE for approval an Application for said Project.
- Section 2. The Board hereby authorizes the Architect to submit to the DOE for approval the Amendment to the Plan incorporating the Project.

J. MTMS / HOT WATER HEATER REPLACEMENT

WHEREAS, the Monroe Township Public School District Board of Education (the "Board"), a regular operating public school district in the State of New Jersey has identified an anticipated capital improvement project (the "Project") for which it wishes to seek the approval of the New Jersey Department of Education ("DOE"); and

WHEREAS, the anticipated Project identified by the Board is as follows:

- i. **Hot Water Heater Replacement Project**

WHEREAS, the Board, through its architect DI Group Architecture, LLC ("the Architect"), intends to submit an application for this Project to the DOE for approval; and

WHEREAS, in connection with the anticipated Project, the Board has prepared an Amendment Request Form associated with its Long Range Facilities Plan (the "Plan") to include said Project; and

WHEREAS, the Board, through the Architect, intends to submit the Amendment to the Plan to the DOE for approval:

NOW THEREFORE, BE IT RESOLVED by the Board as follows:

- Section1. The Board hereby authorizes the Architect to submit to the DOE for approval an Application for said Project.

Section 2. The Board hereby authorizes the Architect to submit to the DOE for approval the Amendment to the Plan incorporating the Project.

**K. MTMS / STOP-GAP INTERIOR ALTERATIONS**

WHEREAS, the Monroe Township Public School District Board of Education (the "Board"), a regular operating public school district in the State of New Jersey has identified an anticipated capital improvement project (the "Project") for which it wishes to seek the approval of the New Jersey Department of Education ("DOE"); and

WHEREAS, the anticipated Project identified by the Board is as follows:

**i. Stop-Gap Interior Alterations**

WHEREAS, the Board, through its architect DI Group Architecture, LLC ("the Architect"), intends to submit an application for this Project to the DOE for approval; and

WHEREAS, in connection with the anticipated Project, the Board has prepared an Amendment Request Form associated with its Long Range Facilities Plan (the "Plan") to include said Project; and

WHEREAS, the Board, through the Architect, intends to submit the Amendment to the Plan to the DOE for approval:

NOW THEREFORE, BE IT RESOLVED by the Board as follows:

Section1. The Board hereby authorizes the Architect to submit to the DOE for approval an Application for said Project.

Section 2. The Board hereby authorizes the Architect to submit to the DOE for approval the Amendment to the Plan incorporating the Project.

**L. CONTRACT RENEWAL - COMPUTER SOLUTIONS, INC.**

It is recommended that the Board of Education renew the previously submitted Agreement between **Computer Solutions, Inc.** and the Board for the provision of payroll and staff attendance processing services effective July 1, 2019 through June 31, 2020 for a fee of \$12,804.00.

**M. CONTRACT RENEWAL - PREVENTION SPECIALIST**

It is recommended that members of the Monroe Township Board of Education approve the previously submitted proposal between **Prevention Specialists Inc.**, 208 Monmouth Road, Suites 2 Oakhurst, NJ 07755 and the Monroe Township Board of Education for the purpose of compliance with Federal Motor Carrier Safety Regulations ("FMCSR") regarding driver substance abuse/alcohol misuse testing and non-dot testing for the time period of January 1, 2019 through December 31, 2019 for the following fees:

DOT Random Drug Testing-

Onsite Mobile Unit Testing \$68.00 per test

Onsite Secured Bathroom Testing \$58.00 per test

Non-Randomized Volume Based DOT Drug Tests at Lab Fixed Sites \$68.00 per test

DOT Alcohol Testing \$39.00 per test

DOT 49 CFR Part 40

Annual Compliance Support Fee \$470.00 per annum

Training & Education (pursuant to 49CFR Part 40)

\$58.00 per Supervisor (Online Supervisory Training)

\$50.00 per CDL Employee (Online Employee Education)

Non-DOT Testing -

Non DOT Drug Testing

(Lab Site Collection)\$46.00 per test

MRO Review for positives only \$15.00 per specimen review

**N. CLASS COMPOSER**

It is recommended that the Board of Education approve the Agreement between **Class Composer** and the Monroe Township Board of Education for a one-year subscription to Class Composer to be utilized as a pilot program at Barclay Brook School at a cost of \$699.00. The Business Administrator/Board Secretary is hereby authorized and directed to take all necessary steps to implement this action by the Board of Education.

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

Michael C. Gorski, CPA

Prepared by

March 18, 2019

Meeting Date

File Attachments

[Normandy Studio.pdf \(179 KB\)](#)

[CSI renewal 19.20.pdf \(37 KB\)](#)

Prevention Specialist 2019.pdf (640 KB)  
 Financials.pdf (3,984 KB)  
 Class Composer.pdf (862 KB)

## 12. BOARD PRESIDENT'S REPORT

## 13. OTHER BOARD OF EDUCATION BUSINESS

## 14. PUBLIC FORUM

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

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 14. PUBLIC FORUM

Access Public

Type Information

See Note 3.

## 15. CLOSED SESSION RESOLUTION

### Subject A. CLOSED SESSION RESOLUTION

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 15. 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):

- Harassment, Intimidation and Bullying

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

## 16. PUBLIC FORUM - CLOSED SESSION ITEMS ONLY

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

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 16. PUBLIC FORUM - CLOSED SESSION ITEMS ONLY

Access Public

Type Information

See Note 3.

## 17. NEXT SCHEDULED BOARD OF EDUCATION MEETING, MONDAY, APRIL 29, 2019

### Subject A. NEXT SCHEDULED BOARD OF EDUCATION MEETING MONDAY, APRIL 29, 2019

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 17. NEXT SCHEDULED BOARD OF EDUCATION MEETING, MONDAY, APRIL 29, 2019

Access Public

Type

The next scheduled Board of Education Meeting is scheduled for Monday, April 29, 2019 7:00 p.m. at the Monroe Township High School.

## 18. ADJOURNMENT

### Subject A. NOTES

Meeting Mar 18, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 18. 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.

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

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

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

- (1) Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district.
- (2) New capital construction to be utilized by sending district pupils.
- (3) Appointment, transfer or removal of teaching staff members providing services to pupils of the sending district, including any teaching staff member who is a member of the receiving district's central administrative staff.
- (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.