

Minutes of the Public Meeting of the Monroe Township Board of Education which was held virtually on March 18, 2020 at Brookside Elementary School.

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

**ATTENDANCE**

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

**JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT**

Mr. Paul Rutsky

**STAFF PRESENT**

Dr. Dori Alvich, Superintendent of Schools  
Dr. Adam Layman, Assistant Superintendent of Schools  
Mr. Michael C. Gorski, Business Administrator/Board Secretary

**MEMBERS OF THE PUBLIC** – approximately 113

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

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Monroe Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted March 13, 2020:

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

A motion was made by Mr. Riback and seconded by Ms. Kolupanowich that the Board of Education suspend the operation of Bylaw #0164 and Bylaw #0167 to: (1) Permit the Board to conduct only one public forum at this evening's public meeting; (2) Limit public forum to no more than ten minutes in duration; and (3) Limit the statements made by each member of the public to no more than one and one-half minutes' in duration. Roll call 6-4-0-0-0 motion carried Ms. Arminio, Mr. Chiarella, Mr. Nikitinsky and Mr. Tufano voting no.

**APPROVAL OF MINUTES**

A motion was made by Mr. Chiarella and seconded by Mr. Tufano to approve the minutes for the Public Board of Education Meeting, January 22, 2020. Motion carried with Ms. Arminio abstaining.

Minutes of the Public Meeting of the Monroe Township Board of Education which was held virtually on March 18, 2020 at Brookside Elementary School.

A motion was made by Mr. Paluri and seconded by Mr. Tufano to approve the minutes for the Closed Session Meeting, January 22, 2020. Motion carried with Ms. Arminio abstaining.

## **PRESENTATIONS:**

### **PRESENTATION & PUBLIC HEARING OF THE PRELIMINARY 2020/2021 SCHOOL BUDGET**

Dr. Alvich, Dr. Layman and Mr. Gorski presented the 2020-2021 Preliminary Budget. The presentation included facility needs, curriculum needs, instructional equipment, transportation needs (new busses and vans), projected student enrollment, funding, and revenue sources. Dr. Alvich stated that board members previously received the 20/21 Budget presentation and it has placed on the district website over the weekend for public viewing.

A motion was made by Ms. Kolupanowich and seconded by Ms. DeMaio 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 2020/21 Tentative General Fund Budget be adopted in the amount of \$124,959,075 and a Tentative General Fund Local Tax Levy in the amount of \$108,062,274 and a Tentative Special Revenue Fund in the amount of \$1,228,254 and a Tentative Debt Service Budget in the amount of \$10,706,738 and a Tentative Debt Service Local Tax Levy in the amount of \$10,494,073. Whereby, the Tentative 2020/21 Budget totals \$136,894,067; and

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

Whereas, such state aid amounts are:

For 2020/21 the Categorical Special Education Aid is \$4,075,644; and

For 2020/21 the Categorical Security Aid is \$103,764; and

For 2020/21 the Categorical Transportation Aid is \$2,753,019; and

For 2020/21 the Debt Service Aid is \$212,665; and

Whereas, the Monroe Township Board of Education has estimated a State Aid amount pursuant to application; and for 2020/21 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 2020/21 school year.

Now, Therefore Be It Resolved, that the Monroe Township Board of Education hereby establishes the school district travel maximum for the 2020/21 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 2020/21 General Fund Budget; and

Be It Further Resolved that members of the Monroe Township Board of Education authorize and approve a withdrawal from the “Capital Reserve Account” in the amount of \$180,000 to “Fund 12 Construction Services”, account #12-000-400-450, for the emergent renovation of the Oak Tree Elementary School Media Center to create two additional instructional classrooms, which project is included in the District’s Long Range Facilities Plan and has been assigned an approved project number of 3290-060-20-1000; and lead paint remediation at Barclay Brook Elementary for which an amendment to the District’s Long Range Facilities Plan has been submitted and a project number has been applied for; and

Whereas, due to the consistent student enrollment growth, facilities needs, and other priorities set forth in the Board’s Budget Philosophy resolution, the Board is budgeting to maximum spending authority including the full remaining previous years unused spending authority of \$1,458,098.

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. Tufano expressed concern regarding the use of excess surplus, adding that if the District did not receive additional state aid this year further cuts would have had to be made.

Mr. Paluri inquired about the limited expansion of curriculum and staffing; the increase in revenue passed through to the community; whether the District will be in compliance with OSHA with limiting capital outlay projects; if Monroe’s administration costs are comparable to other districts; and why the switch to Aetna for health benefits. Mr. Gorski responded that all new positions are teachers or bus driver positions. Dr. Alvich responded that the limited expansion to curriculum do include updates that are necessary based on NJQSAC and state requirements and laws. Regarding the increased fees for community, Mr. Gorski explained that administration is proposing to increase the fees for the ECE and Falcon Care Programs by 10%. Mr. Gorski reminded the Board that from inception the fees for both programs were 10% below what BASC was charging. Mr. Gorski added that the iPad insurance will be increased as well, and administration will be looking into advertising on buses and grounds to help elevate increases to parents. Lastly, Mr. Gorski added that Monroe’s administrative costs compare favorably to other districts according to the Taxpayers Guide to Educational Spending.

Mr. Chiarella inquired what this Budget does to help replenish the Capital Reserve Fund. Mr. Gorski responded that the Capital Reserve Fund currently has a balance of \$750,000.00 which is reserved for the Long Range Facility Plan. Mr. Gorski stated that he is recommending a transfer of \$180,000.00 from that fund. Mr. Chiarella stressed the importance of the fund and how the Board needs to make sure an attempt is made to have a cushion in this account for any unforeseen future projects that are needed.

Ms. Arminio requested the definition of the full spending authority statement in the resolution and inquired if it pertains to going beyond the cap. Mr. Gorski provided clarification on the statement and added that there is no unused spending authority or banked capped for next year.

#### **PUBLIC FORUM ON 2020/2021 BUDGET**

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Resident – inquired if this means that there will be no excess surplus moving forward for the 21/22 Budget.

Student K.M. – inquired if the budget cuts are severe for the 2021/2022 Budget will programs be cut. Mr. Gorski responded that the goal is not to cut programs or services.

Michael Weinert – inquired how many board members have children that attend the ECE or Falcon Care programs. Mr. Weinert stated that the program is making \$500,000.00 and a rate increase seems a lot for parents to bare.

Student M.K. – inquired about any technology cuts they were made for the Middle School in the Budget.

Gazella Borha – inquired about the potential advertisement revenue that has been mentioned and if the District has any sponsors for advertising yet.

Roshni Shah – inquired about the percentage of the fee for the increase in Falcon Care.

Ram Ranganath – inquired about the fees that will be passed on to parents and questioned why they should be passed these on to the parents if you can go over the 2% cap. Mr. Ranganath also questioned if additional revenue is being left on the table by not expanding the Falcon Care and ECE programs as he has heard that there is need for growth and other potential revenue sources.

Prakash Parab – questioned what the plan would be if something should happen to the boiler at Applegarth since a replacement is not in the Budget. Next, Mr. Parab inquired what Monroe's Administrative Costs are compared to other districts in the county. Lastly, Mr. Parab inquired about the increase for the average accessed home.

Mr. Riback announced that he will allow two more speakers.

Carl Forman – inquired how many new classroom trailers will be required, where they will be placed and what will be the impact on the Budget from them.

Krishna Tekale – thanked administration on a job well done with the Budget.

Chrissy Skurbe – regarding Mr. Paluri's comment about cuts for students within the two mile radius for next year, Ms. Skurbe inquired if he was referring to bus cuts.

Betty Saborido - inquired about any cuts that would or have been made to special education programs.

Roll call to approve the 2020/2021 Preliminary Budget 10-0-0-0-0 motion carried.

### **COMMITTEE REPORTS**

Ms. Rupa Siegel, Chairperson of the Policy Committee, reported that the committee reviewed many policies this month. The Educational Advocacy Committee requested that they review

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policies that can help the district generate revenue. The committee is presenting several policies on the agenda this evening.

Mr. Andy Paluri, Chairperson of the Educational Advocacy Committee, reported that the committee met on March 12<sup>th</sup> and would like to encourage moving forward with the letter writing campaign.

Mr. Paul Rutsky, Chairperson of the Finance Committee, thanked administration for getting the Budget to come in under cap without any cuts to programs and services.

### **PUBLIC FORUM-**

Predeep Melam – commented on Mr. Gorski’s use of the word enjoying.

Ms. Buzzner – inquired about the possibility of introducing a swim program that would have minimal impact on the Budget.

Roshni Shah – stated that as a parent with two small children she is pleased that the board of education meetings are being conducted virtual.

Prakash Parab 33 Dyana Drive – requested that the plans for the High School are revised to included 25 classrooms instead of the six being considered.

Robert Howell – clarified a previous speaker’s intention on becoming a donor for a swim club for the High School and how she would go about doing that.

Chrissy Skurbe – inquired about the status of the letter writing campaign the Education Advocacy Committee is proposing. Ms. Skurbe expressed concern with the 10% increase in the Falcon Care/ECE Programs, adding that is it a significant increase for those parents.

### **ASSISTANT SUPERINTENDENT REPORT**

Dr. Layman thanked the staff for all their efforts in getting the remote learning program up and running so quickly and efficiently. Dr. Layman expressed kudos to the parents for the challenges they are now facing with educating children at home.

### **SUPERINTENDENT’S REPORT**

#### **PERSONNEL**

A motion was made by Ms. Kolupanowich and seconded by Ms. DeMaio that Personnel Items A-S be approved by consent roll call. 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 Ms. Kolupanowich and seconded by Mr. Tufano that Board Action Items A-L be approved by consent roll call. Roll call 10-0-0-0-0. Motion carried. 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. Paluri and seconded by Mr. Tufano that Board Action Items A-G be approved by consent roll call. Roll Call 10-0-0-0-0. Motion carried with Ms. Arminio recusing on Item E/ Travel Resolution. 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**

Mr. Riback thanked the administrative team, follow board members, district staff and parents and students for all their efforts in dealing with this ever changing situation. Mr. Riback suggested following the suggestions from the experts, stay safe, continue to work together, and be kind to each other,

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

A motion was made by Mr. Tufano and seconded by Ms. Arminio that members of the Monroe Township Board of Education direct the Board to request that Mayor Tamburro immediately halt all current and future construction in Monroe Township, as increasing enrollment in the Monroe Township School District is negatively impacting the District financially and may result in cuts to programs for, and services to, our students in the future.

Mr. Chiarella stated that he will support this resolution because the residents are under a tremendous amount of strain not only with the taxes but also with the infrastructure in the town.

Ms. Arminio stated that this is resolution is long overdue as the Board has been reluctant to approach the town council, who is responsible for the development and the increased enrollment. Ms. Arminio added that we need to push for results, we continue to go to the State for funds and it's time to go to the source of the problem, adding that the benefits are going to the developers and the costs are going to the District and residents.

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

Realizing that it has not been an easy task, Ms. DeMaio, Mr. Chiarella, Ms. Arminio, Mr. Rutsky and Ms. Siegel thanked the staff and administration for their efforts in getting the school ready for on-line learning.

Mr. Tufano clarified a statement made by him at last month's meeting regarding Mr. Paluri's absence from a meeting. Mr. Tufano stated that his comment was not made to be admonishing Mr. Paluri's absence or that he is irresponsible and doesn't show up, he was simply stating that Mr. Paluri wasn't aware of the discussion due to his absence.

Mr. Chiarella wished Mr. Madreperla well on his retirement. Mr. Chiarella expressed concern with the use of district fields during this time. Dr. Alvich stated that she will address the situation.

Mr. Paluri reported that there are a few assembly bills being considered possibly relating to Covid-19 expenses and they should be followed closely.

### **NEXT PUBLIC MEETING**

Minutes of the Public Meeting of the Monroe Township Board of Education which was held virtually on March 18, 2020 at Brookside Elementary School.

Mr. Riback stated that the next public meeting of the Monroe Township Board of Education will convene at 7:00 p.m. on Monday, April 27, 2020.

**ADJOURNMENT**

A motion was made by Mr. Chiarella and seconded by Ms. Arminio that the meeting be adjourned. Motion carried. The public meeting adjourned at 8:55 p.m.

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/>.



**Wednesday, March 18, 2020**  
**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**

**BARCLAY BROOK ELEMENTARY SCHOOL**  
**GYMNASIUM**  
**358 BUCKELEW AVENUE**  
**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**

### **Subject                      A. BOARD MEMBERS**

Meeting                      Mar 18, 2020 - 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  
 Mr. Adi Nikitinsky  
 Mr. Andy Paluri  
 Mr. Steven Riback  
 Ms. Rupa Siegel  
 Mr. Peter Tufano



JAMESBURG BOARD MEMBER REPRESENTATIVE (See Note 2)

Mr. Paul Rutsky

STUDENT BOARD MEMBERS

Ms. Kayleigh Craver

Mr. Manan Shah

**4. STATEMENT**

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**Subject A. STATEMENT**

Meeting Mar 18, 2020 - 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 13, 2020:

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, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 5. APPROVAL OF MINUTES

Access Public

Type Information

Public Board of Education Meeting, January 22, 2020  
 Closed Session Meeting, January 22, 2020

## Executive File Attachments

[Draft 01.22.20 Closed Session minutes.pdf \(95 KB\)](#)[Draft Public 01.22.20 Minutes.pdf \(213 KB\)](#)**6. STUDENT BOARD MEMBERS' REPORT**

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**7. PRESENTATIONS**

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**Subject A. PRESENTATION & PUBLIC HEARING OF THE PRELIMINARY 2020/2021 SCHOOL BUDGET**

Meeting Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 7. PRESENTATIONS

Access Public

Type  
PRESENTATION & PUBLIC HEARING OF THE PRELIMINARY 2020/2021 SCHOOL BUDGET

## 8. COMMITTEE REPORTS

## 9. PUBLIC FORUM

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

Meeting Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 9. PUBLIC FORUM

Access Public

Type  
See Note 3.

## 10. ASSISTANT SUPERINTENDENT'S REPORT

**Subject A. ASSISTANT SUPERINTENDENT'S REPORT**

Meeting Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 10. ASSISTANT SUPERINTENDENT'S REPORT

Access Public

Type

## 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

**Subject A. ENROLLMENT**

Meeting Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

### I. ENROLLMENT

| Schools       | 2/29/20 | 2/28/19 | 2/28/18 | 2/28/17 | 2/29/16 |
|---------------|---------|---------|---------|---------|---------|
| Applegarth    | 447     | 446     | 413     | 374     | 320     |
| Barclay Brook | 328     | 337     | 349     | 367     | 379     |
| Brookside     | 423     | 404     | 414     | 427     | 426     |
| Mill Lake     | 541     | 553     | 578     | 606     | 658     |
| MTMS          | 1788    | 1715    | 1660    | 1664    | 1663    |

|             |      |      |      |      |      |
|-------------|------|------|------|------|------|
| Oak Tree    | 755  | 724  | 698  | 696  | 633  |
| Woodland    | 307  | 352  | 412  | 418  | 405  |
| High School | 2410 | 2331 | 2299 | 2165 | 2088 |
| Total       | 6999 | 6862 | 6823 | 6717 | 6542 |

## I. ENROLLMENT (CONT'D)

### Out of District Placement

| School                       | Monroe  |          |            | Jamesburg |          |            |
|------------------------------|---------|----------|------------|-----------|----------|------------|
|                              | January | February | Difference | January   | February | Difference |
| Academy Learning Center      | 5       | 5        |            | 3         | 3        |            |
| Archway Upper                | 1       | 1        |            |           |          |            |
| Bonnie Brae                  |         |          |            | 1         | 0        | -1         |
| Bridge Academy               | 1       | 1        |            |           |          |            |
| Center for Lifelong Learn    | 3       | 3        |            |           |          |            |
| Center School                | 2       | 2        |            |           |          |            |
| Childrens Center of Monm.    | 1       | 1        |            | 1         | 1        |            |
| Coastal Learning Center      |         |          |            | 1         | 1        |            |
| Collier                      | 2       | 2        |            |           |          |            |
| CPC High Point               | 1       | 1        |            |           |          |            |
| Douglass Develop. Center     | 2       | 1        | -1         |           |          |            |
| Eden                         | 4       | 4        |            |           |          |            |
| Franklin Twp. Public Schools | 1       | 1        |            |           |          |            |
| Lakeview School              | 1       | 1        |            |           |          |            |
| Manchester Regional Day      | 1       | 1        |            |           |          |            |
| New Roads Parlin             | 1       | 1        |            |           |          |            |
| New Roads Somerset           | 2       | 3        | +1         |           |          |            |
| NuView Academy               | 0       | 1        | +1         |           |          |            |
| Mercer Elementary            | 1       | 1        |            |           |          |            |
| Newgrange School             | 1       | 1        |            |           |          |            |
| Newmark Elementary           | 1       | 1        |            |           |          |            |
| Rock Brook School            | 1       | 1        |            |           |          |            |
| Rugby                        | 2       | 2        |            |           |          |            |
| Schroth School               | 2       | 2        |            |           |          |            |
| Shore Center                 | 2       | 2        |            |           |          |            |
| Total                        | 38      | 39       |            | 6         | 5        |            |

## STAFF COUNT

|  |                 |
|--|-----------------|
| Monroe Township School District<br>Staff Count as of March 1, 2020 |                 |
| Department   | Number of Staff |
| Superintendent Office  |                 |
| Superintendent   | 1               |
| Secretary  | 2               |
| Human Resources  | 3               |
| Assistant Superintendent Office                                    |                 |
| Assistant Superintendent   | 1               |
| Secretary  | 2               |
| 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                               | 546.5 |
| Classroom Paraprofessionals/Media Ctr |       |
| Paraprofessionals - Full-time         | 106   |
| Paraprofessionals - Part-time         | 52    |
| Media Coordinator                     | 4     |
| Educational Services Professionals    |       |
| LDTC                                  | 8     |
| School Social Worker                  | 8     |
| School Psychologist                   | 12    |
| Physical Therapist                    | 2     |
| Occupational Therapist                | 6     |
| Behavior Specialist/BCBA              | 3     |
| Nurse                                 | 14    |
| Media Specialist                      | 8     |
| School Counselor                      | 22    |
| Reading Specialist                    | 6     |
| 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                | 8     |
| Facilities                            |       |
| Director                              | 1     |
| Supervisor/Building Manager           | 3     |
| Secretary                             | 1     |
| Custodial/Maintenance                 | 70    |
| Transportation                        |       |
| Director                              | 1     |
| Coordinator                           | 1     |
| Specialist                            | 1     |
| Dispatcher                            | 1     |
| Secretary                             | 1     |
| Driver                                | 67    |
| 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                           | 50   |
| Falcon Care/ECE   |      |
| Director  | 1    |
| Clerk   | 1    |
| Teacher/Teacher Aides   | 6    |
| Site Coordinator, Group Leader, Asst Group Leader (Part-time) | 25   |
| Total District Staff as of 3/01/2020                          | 1185 |

**Subject B. HOME INSTRUCTION**

Meeting Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

**II. HOME INSTRUCTION**

|       |           |    |         |   |            |            |
|-------|-----------|----|---------|---|------------|------------|
| 79109 | MTHS      | 11 | CST     | McDonald, Harris, Countryman, Ballard, Alagna, Therapeutic Outreach | 7/1/2019   |            |
| 91198 | OTS       | 2  | CST     | Rubenstein/Seitz, Therapeutic Outreach                              | 7/1/2019   |            |
| 90582 | Mill Lake | 3  | Medical | Huey-Collucci   | 9/27/2019  |            |
| 92693 | Oak Tree  | 1  | Medical | Rispoli   | 9/23/2019  |            |
| 84142 | MTHS      | 12 | CST     | Vogtman   | 9/16/2019  |            |
| 86173 | MTHS      | 9  | Medical | Wall, Parker  | 9/17/2019  |            |
| 94202 | Oak Tree  | 3  | Medical | Ballard   | 10/15/2019 |            |
| 91710 | MTHS      | 11 | 504     | Friedman, Simmonds, Lithgow, Tervo                                  | 10/7/2019  |            |
| 95333 | MTHS      | 10 | 504     | Casarella, Feminella, Stranieri, Lustgarten                         | 10/17/2019 | 2/24/2020  |
| 91732 | MTHS      | 11 | Medical | Mackenzie, Sanguiliano  | 10/22/2019 | 2/15/2020  |
| 82610 | OOD       | 12 | CST     | ESCNJ   | 11/12/2019 | 12/11/2019 |
| 83807 | MTHS      | 11 | Medical | Lyons, Comey  | 9/12/2019  |            |
| 86836 | MTMS      | 8  | Medical | Van Driesen, Consiglio, Alkema, DuBois, Lawson                      | 12/4/2019  |            |
| 85024 | MTMS      | 8  | Medical | Hoehler, Heyl, Consiglio, Russo, DuBois                             | 12/4/2019  | 3/3/2020   |
| 89750 | WES       | 5  | Medical | PESI  | 1/2/2020   | 1/6/2020   |
| 83908 | MTHS      | 11 | Medical | Weinstein, Simmonds, ESCNJ  | 12/13/2019 |            |
| 94181 | MTHS      | 9  | Medical | Parker, Granett, Cohen, Kasternakis, ESCNJ                          | 12/13/2019 |            |
| 94366 | MTHS      | 11 | CST     | Lyons, ESCNJ  | 12/18/2019 | 2/20/2020  |
| 84263 | MTHS      | 11 | Medical | Casarella, Schwartz   | 12/20/2019 |            |

|       |          |    |         |  |            |            |
|-------|----------|----|---------|--|------------|------------|
| 90602 | MTMS     | 8  | CST     | Lyons, Heyl, Dewey, Tervo                      | 10/17/2019 |            |
| 85623 | MTHS     | 10 | Medical | Stranieri, DuBois, ESCNJ                       | 12/18/2019 |            |
| 85433 | MTHS     | 11 | Medical | Puelo, Baum, Simmonds, Seid, ESCNJ             | 12/16/2019 |            |
| 8161  | MTHS     | 11 | CST     | Ballard  | 12/19/2019 |            |
| 92412 | MTMS     | 5  | Medical | UBHC   | 1/2/2020   | 1/9/2020   |
| 87639 | MTMS     | 7  | Medical | Ponsini, Guernsey, Babin, Santos               | 1/15/2020  |            |
| 86382 | MTHS     | 10 | Admin   | Kelleher                                       | 12/16/2019 | 12/20/2019 |
| 82610 | OOD      | 12 | CST     | Ballard, Santostefano, Kearney, Pusz, Guthartz | 1/14/2020  |            |
| 89750 | WES      | 5  | Medical | LearnWell                                      | 1/6/2020   | 1/13/2020  |
| 89750 | WES      | 5  | Medical | PESI   | 1/15/2020  | 3/2/2020   |
| 84142 | MTHS     | 12 | CST     | Vogtman, ESCNJ                                 | 1/23/2020  |            |
| 87512 | MTMS     | 7  | Medical | PESI   | 12/12/2019 | 1/29/2020  |
| 85740 | OOD      | 8  | CST     | Scasserra, ESCNJ                               | 2/3/2020   |            |
| 89493 | MTMS     | 6  | Medical | PESI   | 1/22/2020  |            |
| 93567 | Oak Tree | K  | Medical | Rispoli  | 1/15/2020  | 2/3/2020   |
| 86726 | MTMS     | 8  | Medical | Forlenza, Lyons                                | 12/18/2019 |            |
| 93650 | MTHS     | 9  | Admin   | Simmons, EXCNJ, Olszeweski, Russo, DuBois      | 1/29/2020  | 2/12/2020  |
| 89499 | MTMS     | 6  | Medical | Alkema, Harris, Lawson, Russo, DuBois          | 1/17/2020  |            |
| 86054 | MTHS     | 9  | Medical | SilverGate Prep                                | 2/5/2020   |            |
| 94431 | MTHS     | 10 | CST     | Sharma   | 2/18/2020  | 3/2/2020   |
| 83686 | MTHS     | 11 | Admin   | Kelleher, Simmonds                             | 2/21/2020  | 3/5/2020   |
| 86586 | MTHS     | 10 | Admin   | Sharma, ESCNJ                                  | 2/21/2020  | 2/27/2020  |

**Subject C. FIRE/LOCKDOWN DRILLS**

Meeting Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

**III. FIRE/LOCKDOWN DRILL**

Applegarth School ----- February 12, 2020  
 Barclay Brook School ----- February 3, 2020  
 Brookside School ----- February 3, 2020  
 Mill Lake School ----- February 20, 2020  
 Monroe Middle School----- February 3, 2020  
 Oak Tree School ----- February 3, 2020  
 Woodland School ----- February 3, 2020  
 Monroe High School ----- February 24, 2020

**Lockdown**

Applegarth School----- February 21, 2020  
 Barclay Brook School----- February 20, 2020  
 Brookside School ----- February 19, 2020  
 Mill Lake School ----- February 28, 2020  
 Monroe Middle School----- February 19, 2020  
 Oak Tree School ----- February 18, 2020

Woodland School ----- February 13, 2020  
 Monroe High School ----- February 26, 2020

**Subject D. PERSONNEL**

Meeting Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Action

Recommended Action It is recommended that the Board approve the attached personnel items A through S through consent roll call.

IV. PERSONNEL

- A. It is recommended that the Board accept the resignation, due to retirement, of **Mr. Scott Madreperla**, assistant principal at the High School, effective September 1, 2020.
- B. It is recommended that the Board accept the resignation of **Mr. Jeff Shanfield**, teacher of special education at the High School, effective May 5, 2020.
- C. It is recommended that the Board accept the resignation of **Ms. Jeanette Haligowski**, paraprofessional at the High School, effective April 1, 2020.
- D. It is recommended that the Board accept the resignation of **Ms. Stephanie Sacharanski**, paraprofessional in the Transportation Department, retroactive to March 13, 2020.
- E. It is recommended that the Board approve a medical leave of absence to **Ms. Kathleen Majewski**, LDTC at Applegarth School, retroactive to March 2, 2020 through March 17, 2020 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. Majewski may be entitled to.
- F. It is recommended that the Board approve a medical leave of absence to **Ms. Marni Vicich**, teacher of French at the High School, effective April 14, 2020 through June 30, 2020 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. Vicich may be entitled to.
- G. It is recommended that the Board approve a medical leave of absence to **Ms. Jennifer Wirth**, teacher of grade 1 at Mill Lake School, effective May 6, 2020 through June 30, 2020 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. Wirth may be entitled to.
- H. It is recommended that the Board approve a medical leave of absence to **Ms. Kathryn Mercado**, Behavior Specialist for the District, effective March 30, 2020 through April 28, 2020 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. Mercado may be entitled to.
- I. It is recommended that the Board approve a medical leave of absence to **Ms. Norma Jo Bomba**, security guard at the High School, retroactive to February 24, 2020 through March 20, 2020 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. Bomba may be entitled to.

- J. It is recommended that the Board approve a medical leave of absence to **Mr. Richard Redziniak**, custodian at the High School, retroactive to February 27, 2020 through April 21, 2020. It is further recommended that this leave shall be unpaid except to the extent of any days to which Mr. Redziniak may be entitled to.
- K. It is recommended that the Board approve an extended medical leave of absence to **Ms. Kathy Antonicelli**, paraprofessional at the High School, retroactive to January 16, 2020 through January 31, 2020 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. Antonicelli may be entitled to.
- L. It is recommended that the Board approve an unpaid leave of absence to **Ms. Lucia O'Scannell**, paraprofessional at Woodland/Transportation, retroactive to March 12, 2020 through March 13, 2020.
- M. It is recommended that the Board approve an unpaid leave of absence to **Ms. Carmela Valeriano**, paraprofessional at Mill Lake School, retroactive to March 11, 2020 through March 13, 2020.
- N. It is recommended that the Board approve a modification in the unpaid leave of absence under FMLA/NJFLA to **Mr. David Rattner** teacher of band at MTMS, effective February 24, 2020 through March 18, 2020. Mr. Rattner'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.
- O. It is recommended that the Board approve the return to work of **Mr. Joseph Capodanno**, bus driver in the Transportation Department, retroactive to March 16, 2020.
- P. It is recommended that the Board of Education approve the return to work of employee number 2645, retroactive to March 2, 2020. The Superintendent and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action of the Board of Education.
- Q. It is recommended that the Board approve the following certificated staff on the following step on guide for the 2019-2020 school year (\*pending satisfactory completion of pre-employment requirement):

| Employee            | School              | Position                                | Salary Guide  | Account No.            | Date                           | Reason for hire               |
|---------------------|---------------------|---|---|------------------------|--------------------------------|-------------------------------|
| Nancy Frederick*    | Mill Lake           | Special Education teacher               | \$246/day   | 11-213-100-101-000-093 | 3/19/20-5/8/20                 | Leave replacement             |
| Matthew Van Cleve*  | HS                  | Teacher of Math                         | Step 1 MA \$51,592+\$3450 pro-rated                                       | 11-140-100-101-000-093 | 3/23/20-6/30/20                | Leave replacement             |
| Shari Friedeman     | Mill Lake           | Teacher of Pre-K ABA                    | Step 11 MA \$86,927+\$3450 pro-rated                                      | 11-216-100-101-000-093 | retroactive to 3/9/20-5/8/20   | Transfer to leave replacement |
| Tiana Zerilli       | MTMS                | Teacher of music                        | \$246/day   | 11-130-100-101-000-080 | retroactive to 2/24/20-3/20/20 | Leave replacement             |
| Catherine Lestingi  | HS                  | Nurse for Youth & Government Conference | \$53.87/hr. 3.75 hours  | 11-000-213-100-000-098 | retroactive to 3/1/20          | New position                  |
| Danielle Lemunyon   | HS                  | Nurse for Youth & Government Conference | \$53.87/hr. 3.75 hours  | 11-000-213-100-000-098 | retroactive to 3/1/20          | New position                  |
| Kami Ives           | Applegarth/Oak Tree | Speech Language Specialist              | Step 9A MA 120% \$70,102 120% + \$3450 pro-rated less 20 days from summer | 11-000-216-100-000-098 | retroactive to 3/9/20-6/30/20  | Change in start date          |
| Nadine Logel        | Oak Tree            | Teacher of Kindergarten                 | \$246/day   | 11-120-100-101-000-060 | retroactive to 2/24/20-4/14/20 | Change in start date          |
| Stephanie Patterson | MTMS                | Teacher of special education            | 17% additional contract   | 11-213-100-101-000-093 | 5/8/20-6/30/20                 | Leave replacement             |



|                          |      |  |   |  |                                |                         |
|--------------------------|------|--|---|--|--------------------------------|-------------------------|
| Christopher Katona       | MTMS | Teacher of special education                               | 17% additional contract                           | 11-213-100-101-000-093   | 5/8/20-6/30/20                 | Leave replacement       |
| Ashley Buehler           | MTMS | Teacher of special education                               | 17% additional contract                           | 11-213-100-101-000-093   | 5/8/20-6/30/20                 | Leave replacement       |
| Daniel Fields            | MTMS | Teacher of special education                               | 17% additional contract                           | 11-213-100-101-000-093   | 5/8/20-6/30/20                 | Leave replacement       |
| Courtney Klecha          | HS   | Asst. Coach spring cross country                           | Volunteer   |  | Spring 2020                    | Volunteer               |
| Jennifer Miele           | MTMS | 7 <sup>th</sup> /8 <sup>th</sup> grade costume coordinator | \$1,000 stipend                                   | 11-401-100-000-098   | 2019-2020 school year          | Play                    |
| Deborah Force            | MTMS | Nurse for AYV chorus trip                                  | Instructional rate \$53.87 for 7 hours            | 11-000-213-100-000-098   | 6/2/20                         | Chorus trip             |
| Christopher Ciarlariello | HS   | NJAE Region Jazz Auditions                                 | Instructional rate \$53.87 for 3.0 hours          | 11-140-100-101-000-070   | Retroactive to 3/9/20          | Leave replacement       |
| Tiana Zerilli            | HS   | Elementary Honors Band 2020                                | Instructional rate \$53.87 for 7.0 hours          | 11-130-100-101-000-080<br>11-120-100-101-000-020<br>11-120-100-101-000-030<br>11-120-100-101-000-050 | Retroactive to 3/14/20         | Leave replacement       |
| Michael McDonald         | HS   | Unified Track Coach  | \$1721  | 11-402-100-100-000-098   | Retroactive to 3/2/20-6/30/20  | Resignation replacement |
| Joseph Eurell            | HS   | Asst. Baseball Coach                                       | Step 1 \$4681 50%                                 | 11-402-100-100-000-098   | Retroactive to 3/11/20-6/30/20 | New position            |
| Andrew Cohen             | HS   | Asst. Baseball Coach                                       | Step 1 \$4681 50%                                 | 11-402-100-100-000-098   | Retroactive to 3/11/20-6/30/20 | New position            |
| Emily-Ann Martin         | HS   | ELL support  | 1 hour twice a week at instructional rate \$53.87 | 20-231-200-101-000-098   | Retroactive to 3/17/20-5/28/20 | New position            |
| Diane Kaiser             | HS   | ELL support  | 1 hour twice a week at instructional rate \$53.87 | 20-231-200-101-000-098   | Retroactive to 3/17/20-5/28/20 | New position            |

R. It is recommended that the Board approve the following non-certificated staff on the following guides for the 2019-2020 school year (\*pending satisfactory completion of pre-employment requirement):

| Employee     | School     | Position                | Salary Guide                        | Account No.            | Date            | Reason for hire            |
|--------------|------------|-------------------------|-------------------------------------|------------------------|-----------------|----------------------------|
| Amy Batista* | Oak Tree   | Para – cafeteria        | Step 1 Reg. \$14.02 for 2.5 hrs.    | 11-000-262-107-000-060 | 4/14/20-6/30/20 | Transfer replacement       |
| Eva Purcell  | Applegarth | Spec. Ed. Para Resource | Step 6A \$16.32+\$2.00 for 6.75 hrs | 11-213-100-106-000-093 | 3/25/20-5/19/20 | Leave replacement transfer |

|                       |  |                           |   |   |                               |                                 |
|-----------------------|--|---------------------------|---|---|-------------------------------|---------------------------------|
| Eileen Loscalzo       | Mill Lake  | Spec. Ed. Para LLD        | Step 2 Spec. Ed+toileting \$14.12+\$2.00+\$2.50 for 3.75/hrs.                                 | 11-204-100-106-000-093                                | 3/19/20-6/30/20               | transfer                        |
| Jennifer Burkshot     | HS   | Spec. Ed. Para RC         | Step 6A Spec. Ed. \$16.32+\$2.00 for 7.0/hrs.   | 11-213-100-106-000-093                                | 3/19/20-6/30/20               | Resignation replacement         |
| Dana Santangelo       | Mill Lake  | Para cafeteria            | Step 1 Reg. \$14.02 for 2.5 hrs.  | 11-000-262-107-000-040                                | Retroactive to 3/4/20-6/30/20 | transfer                        |
| Karen Walker          | HS   | Paraprofessional          | Hourly step on guide for 2.0 hrs.   | 11-000-262-107-000-070                                | Retroactive to 2/20/20        | Para for snowball dance         |
| Maria Holmann         | HS   | Paraprofessional          | Hourly step on guide for 2.0 hrs.   | 11-000-262-107-000-070                                | Retroactive to 2/20/20        | Para for snowball dance         |
| Rosa Pieron           | HS   | Paraprofessional          | Hourly step on guide for 2.0 hrs.   | 11-000-262-107-000-070                                | Retroactive to 2/20/20        | Para for snowball dance         |
| Sandra Micciulla      | HS   | Paraprofessional          | Hourly step on guide for 2.0 hrs.   | 11-000-262-107-000-070                                | Retroactive to 2/20/20        | Para for snowball dance         |
| Donna Cianchetta      | HS   | Paraprofessional          | Hourly step on guide for 2.0 hrs.   | 11-000-262-107-000-070                                | Retroactive to 2/20/20        | Para for snowball dance         |
| Thomas Taylor         | HS   | Paraprofessional          | Hourly step on guide for 2.0 hrs.   | 11-000-262-107-000-070                                | Retroactive to 2/20/20        | Para for snowball dance         |
| Catherine Heizer      | HS   | Paraprofessional          | Hourly step on guide for 2.0 hrs.   | 11-000-262-107-000-070                                | Retroactive to 2/20/20        | Para for snowball dance         |
| Shamea Peters         | Falcon Care  | Group Leader              | \$16/hr. for 3.5 hours  | 65-990-320-100-000-098                                | 2/21/20-6/30/20               | Change in start date            |
| Patricia Lee          | Board Office/Transportation/Barclay Brook/Monroe Commons | Custodian                 | Step 6+2 <sup>nd</sup> shift+black seal \$25.85+\$1.00 +\$750 BS for 8 hours/day              | 11-000-262-100-000-098                                | 6/1/20-6/30/20                | Retirement replacement transfer |
| Elizabeth Ruckdeschel | Falcon Care  | Asst. Group Leader        | \$15/hr. for 3.5 hrs.   | 65-990-320-100-000-098                                | 3/10/20-6/30/20               | Change in start date            |
| Cecilia Perrotta      | Barclay Brook  | Principal's secretary     | Step 3 of the 12 months guide \$51,874+\$1337 principal secretary stipend pro-rated 7.25 hrs. | 11-000-240-105-000-010                                | 3/2/20-3/26/20                | Leave replacement Extension     |
| Francine Sorrento     | Barclay Brook  | 10 months secretary       | Step 1 on 10 month secretary guide 103.57% \$42,728 pro rated                                 | 11-000-240-105-100-010                                | Retroactive 3/2/20-3/26/20    | Leave position extension        |
| Frances Ondayko       | Barclay Brook  | PM Kindergarten cafeteria | Step 7 Reg. \$17.07 1.75 additional hours   | 11-000-262-107-000-010 60% 11-190-100-106-000-010 40% | Retroactive 2/28/20-3/26/20   | Leave replacement extension     |

|                   |               |                                |   |  |                                |                             |
|-------------------|---------------|--------------------------------|---|--|--------------------------------|-----------------------------|
| Kathleen Domilici | Barclay Brook | Am Kindergarten cafeteria      | Step 3 Reg. \$14.27 for an additional 3 hours | 11-000-262-107-000-010 26%<br>11-190-100-106-000-010 74% | Retroactive to 2/28/20-3/26/20 | Leave replacement extension |
| Gail Cocorikis    | MTMS          | Para After School substitute   | Hourly step on guide                          | 11-213-100-106-000-093                                   | 3/1/20-6/30/20                 | After school substitute     |
| Andrew Isola      | HS            | Asst. baseball coach volunteer | Volunteer                                     |  | 3/11/20-6/30/20                | Assistant coach volunteer   |

S. It is recommended that the Board approve the following substitutes for the 2019-2020 school year:

**Certificated**

Sadaf Ahmed  
Regina Caruso  
Andrew Cohen  
Nancy Frederick  
Mia Ingui  
Christina Miele  
Andrea Ponn  
Kylie Porzl  
Lesley Saunders  
Samina Siddiqui  
Jullian Friedman  
Andrew Cohen

Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Teacher  
Substitute Nurse  
Substitute Coach

**Non-Certificated**

Lisa Crothers  
Amanda McCormack

Substitute Paraprofessional  
Substitute Volunteer Coach

Executive File Attachments  
[resumes.pdf \(195 KB\)](#)

**Subject**

**E. BOARD ACTION**

Meeting Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Action

Recommended Action It is recommended that the Board approve the attached board action items A through L through consent roll call.

**v. BOARD ACTION**

- A. It is recommended that the Board approve the previously submitted list of requests for Staff Professional Development.
- B. It is recommended that the Board approve the previously submitted list of requests for Field Trips.
- C. It is recommended that the Board approve the previously submitted Student Suspension Report for the month of February 2020.
- D. It is recommended that the Board approve the following curriculum for the 2019-2020 school year:

Reading I  
Reading II

- E. It is recommended that the Board approve a correction in the amount of the previously submitted Agreement between the Middlesex County Arts and Education Center and the Monroe Township School District for the 2019-2020 school year for students in grade 6-8 (\$845 per student includes transportation) and students in grades 9-12 (\$860 per student includes transportation) to attend the Arts and Education program for a total cost of \$29,770.00.
- F. It is recommended that the Board approve the following out of district placement for the 2019-2020 school year:

| Student No. | School                       | Start Date     | Tuition           |
|-------------|------------------------------|----------------|-------------------|
| 94431       | Rutgers Day School           | March 3, 2020  | \$370.81 per diem |
| 90680       | Center for Lifelong Learning | April 14, 2020 | \$297 per diem    |

- G. It is recommended that the Board reaffirm the following Policies and Regulations:

|                          |                              |
|--------------------------|------------------------------|
| Policy & Regulation 6160 | Grants from Private Sources  |
| Policy 6164              | Advertising on School Buses  |
| Policy & Regulation 7230 | Gifts, Grants, and Donations |

- H. It is recommended that the Board approve the following Policies for a first reading:

|             |                                |
|-------------|--------------------------------|
| Policy 4216 | Dress and Grooming             |
| Policy 6162 | Corporate Sponsorships         |
| Policy 6163 | Advertising on School Property |

- I. It is recommended that the Board approve the following Policy for a second and final reading:

|             |                      |
|-------------|----------------------|
| Policy 8420 | Emergency Evacuation |
|-------------|----------------------|

- J. It is recommended that the Board of Education approve the previously submitted Sidebar Agreement between the Board and the Monroe Township Education Association regarding additional classes. The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Sidebar Agreement.

- K. **2019-2020 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** for the period 12/18/20-1/22/20

| <u>Date</u> | <u>School</u> | <u>Incident</u>                         | <u>Cost to District</u> |
|-------------|---------------|---|-------------------------|
| 2/12/20     | HS            | substance possession                    |                         |
| 2/12/20     | HS            | substance violation - use confirmed     |                         |
| 2/26/20     | HS            | theft                                   |                         |
| 3/2/20      | HS            | fight                                   |                         |
| 3/6/20      | HS            | substance violation - refused screening |                         |

- L. 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 from the January 22, 2020 Board meeting:

207182  
207355

207490  
207660  
207739

#### File Attachments

[Policies & Reg. Reaffirm.pdf \(527 KB\)](#)  
[Policies for first reading.pdf \(978 KB\)](#)  
[policy for final reading.pdf \(243 KB\)](#)  
[Professional Development.pdf \(838 KB\)](#)

#### Executive File Attachments

[Reading I.pdf \(15,135 KB\)](#)  
[Reading II.pdf \(17,592 KB\)](#)  
[County Arts.pdf \(92 KB\)](#)  
[February 2020 Suspensions.pdf \(246 KB\)](#)  
[Field Trip Requests - March 18, 2020.pdf \(82 KB\)](#)  
[SideBar.pdf \(120 KB\)](#)

## 12. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

| Subject            | A. BOARD ACTION  |
|--------------------|--|
| Meeting            | Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA                                     |
| Category           | 12. 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 G)

#### A. PROFESSIONAL APPOINTMENTS:

1. It is recommended that members of the Monroe Township Board of Education approve **Educational Service Commission of New Jersey** to provide School Psychologist Services at a rate of \$70.00 per hour for the 2019/2020 school year.
2. It is recommended that the members of the Monroe Township Board of Education approve **John Leone Sound Systems LLC**, PO Box 969, North Elizabeth, NJ 07208 to provide microphone rentals for the March 2020 7<sup>th</sup>/8<sup>th</sup> Grade Play and rehearsals at a cost not to exceed \$3,500.00.
3. It is recommended that the members of the Monroe Township Board of Education approve **Sean Ferguson**, 8 Colleen Way, Neptune, NJ 07752 as a Musician for the 2020 7<sup>th</sup>/8<sup>th</sup> Grade Play and Rehearsals at a total rate of \$600.00.
4. It is recommended that the members of the Monroe Township Board of Education approve **Seaver Owen**, 26 St. Germain Drive, Clark, NJ 07066 as a Musician for the 2020 7<sup>th</sup>/8<sup>th</sup> Grade Play and Rehearsals at a total rate of \$600.00.

#### B. TRANSFER #7

It is recommended that members of the Monroe Township Board of Education approve Transfer #7 for January, 2020 for Fiscal Year 2019/2020 as previously submitted.

#### C. BILL LIST

It is recommended that the bills totaling \$13,925,230.94 for February 2020 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

#### D. SECRETARY'S FINANCIAL & CASH REPORT

In accordance with N.J.A.C. 6A:23-2-11(c) 4, Be It Resolved that the Board of Education hereby certifies that it is in receipt of the Financial Reports for January 2020, 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 2020 Secretary's Report indicates that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in accordance with N.J.A.C. 6A:23-2.11(a).

#### E. 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 Board Member Mandated Training**

| <b>Board Member</b> | <b>Date</b>    | <b>Workshop Title</b>    | <b>Travel &amp; Mileage Reimbursement</b> | <b>Workshop Fee</b>         |
|---------------------|----------------|--------------------------|---|-----------------------------|
| Michele Arminio     | March 19, 2020 | Governance IV - Mandated | N/A Web-based training                    | No charge for NJSBA members |

**F. SPECIAL REVENUE FUNDS**

It is recommended that the members of the Monroe Township Board of Education approve the previously submitted amended 2019/2020 ESEA Grant Application.

G. It is recommended that members of the Monroe Township Board of Education acknowledge and accept receipt of the Demographer's Report from Ross Haber and Associates dated February 20, 2020.

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

Michael C. Gorski, CPA  
Prepared by

March 18, 2020  
Meeting Date

## File Attachments

[Financials.pdf \(3,904 KB\)](#)

[ESEA Grant Application 19.20 Ammended.pdf \(733 KB\)](#)

[Demographer Report.pdf \(260 KB\)](#)

**13. BOARD PRESIDENT'S REPORT****14. OTHER BOARD OF EDUCATION BUSINESS****15. NEXT SCHEDULED BOARD OF EDUCATION MEETING APRIL 27, 2020**

|                |  |
|----------------|--|
| <b>Subject</b> | <b>A. NEXT SCHEDULED BOARD OF EDUCATION MEETING APRIL 27, 2020</b> |
| Meeting        | Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA   |
| Category       | 15. NEXT SCHEDULED BOARD OF EDUCATION MEETING APRIL 27, 2020       |
| Access         | Public   |
| Type           |  |

The next scheduled Board of Education Meeting is scheduled for Monday, April 27, 2020 7:00 p.m. at the Monroe Township High School.

**16. ADJOURNMENT**

|                |  |
|----------------|--|
| <b>Subject</b> | <b>A. NOTES</b>  |
| Meeting        | Mar 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA |
| Category       | 16. 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.