

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 90

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 and electronic notice provided by having the date, time, and place thereof posted November 11, 2020:

1. At all schools,
2. On the District website at <https://www.monroe.k12.nj.us/>,
3. Home News Tribune,
4. Cranbury Press, and
5. Filed with the Clerk of the Municipality.

Instructions for making a public comment:

1. To make a public comment, please use the “raise hand” feature.
2. When you are called on to speak during public forum your microphone status will be set to UNMUTE. Please do not attempt to UNMUTE yourself as this may cause your microphone to stay MUTED.
3. When called upon, you will be given the option to share your device’s camera with the rest of the panelists and attendees during your speaking time. If you choose to do this simply click the “video camera” icon.

4. After you are unmuted, please state your name and address. Each statement made by a participant shall be limited to four minutes' duration, or less, in accordance with Board Bylaw 0167.
5. After you are finished speaking you will be muted and your permission to share your camera will be disabled.
6. Please turn off the "raise hand" feature.

APPROVAL OF MINUTES

A motion was made by Mr. Tufano and seconded by Ms. DeMaio to approve the minutes for the Public Board of Education Meeting, October 14, 2020. Motion carried.

A motion was made by Mr. Paluri and seconded by Mr. Tufano to approve the minutes for the Closed Session Meeting, October 14, 2020. Motion carried.

PRESENTATIONS

BOARD & DISTRICT GOALS

Mr. Riback presented the Board with an update on the 2020/21 Board Goals. Mr. Riback provided information on the status and actions accomplished for each of the following Board Goals:

Goal #1: Continue to support the strategic plan and the district's efforts through the pandemic.

Goal #2: Continue to evaluate and adopt a plan for enrollment growth and facility needs.

Goal #3: Continue professional development for board members and achieve Board Certification through NJSBA's Academy Program in 2021. Boardsmanship training to be included within this goal to improve effectiveness of the board. (2-year goal)

Ms. Arminio inquired about finance training for the Board, which had been previously requested. Dr. Alvich responded that the training will be included in Goal#3 and details will be presented with the action plans when they are developed.

Next, Dr. Alvich provided a status update and action plans on the following 2020/21 District Goals:

Goal #1: Engage the school community in the development of a strategic action plan for Monroe Township School District.

Goal #2: Develop a referendum project by working with the community using the latest enrollment projections to address student growth.

Goal #3: Revise as necessary and execute the MTSD Restart and Recovery Plan for the 2020-2021 school year. This will include meeting all health and safety requirements in NJDOE The Road Back document, assessing all students and addressing learning needs, and incorporating social emotional practices to support students, staff, and families.

Dr. Alvich stated that as recommended by NJSBA there will be regular updates on the Goals throughout the year.

The presentation can be found on the district website or at the following link:

<https://www.monroe.k12.nj.us/cms/lib/NJ01000268/Centricity/Domain/1/Announcements/2020-2021/2020%202021%20District%20and%20Board%20goals%20action%20plans.pdf>

COMMITTEE REPORTS

Mr. Andy Paluri, Chairperson of the Educational Advocacy Committee, stated that the committee met on November 10th. Mr. Paluri reported that he is very disappointed to report that the meeting with the legislators will not be taking place. Mr. Riback informed the committee that the letters to the developers were sent, but unfortunately the Township was advised not to co-sign the letter. The letters were sent to JSM, K. Hovnanian, Lennar, and Toll Brothers. Mr. Riback reported that none of the developers have responded yet. Due to the lack of response, Mr. Riback revised the letter and read it to the committee. Next, Mr. Paluri reported that the committee discussed corporate sponsorships and advertising on school property. Lastly, Mr. Paluri reported that Mr. Gorski provided the committee with details regarding the recent legislation involving establishing a Public Bank Implementation Board.

Mr. Peter Tufano, Chairperson of the Buildings, Grounds & Transportation Committee, reported that the committee met on October 7th and discussed the following:

An Eagle Scout project proposed by student Nishk Patel, where he would like to refurbish the garden at Applegarth Elementary School. The committee approved the project and some board members offered their personal assistance and tools.

Mr. Gorski presented the New Jersey School Insurance Group Safety Grant Award check in the amount of \$42,948.39. Mr. Gorski and Mr. Feldman provided a pictorial presentation of the new playground installed at Mill Lake School. The safety award was used to purchase the new playground. Committee members asked specific questions about materials and expressed their appreciation for the grant funds.

Lastly, Mr. Tufano reported that the committee was presented with an overview of the school re-opening preparation. Mr. Gorski shared that information with the full Board.

Ms. Rupa Siegel, Chairperson of the Policy Committee, reported that the committee met and discussed the following policies and recommended revisions for board approval:

Bylaw 0164.6/Remote Public Board Meeting During a Declared Emergency -The Director of the Division of Local Government Services promulgated emergency regulations, which establish standard protocols for remote public meetings during a Governor-declared emergency. The Board's new Bylaw 0164.6 is in compliance with these new regulations. The Board's Policy service, Strauss Esmay, has recommended that the Board adopt Bylaw 0164.6 with one reading.

P1620/Administrative Employment Contracts - The policy has been revised in response to a recent Appellate Court case. The Court overturned a Commissioner of Education decision regarding the public notice and hearing requirement for an administrative contract. Policy 1620 has been revised to reflect P.L. 2019, Chapter 169 which abolished the Superintendent salary caps.

P1648/Restart and Recovery Plan - Has been updated to include that it is mandatory for students to wear face coverings in the school building. Changes were made throughout the policy to reflect the requirement of wearing face masks in the building subject to several exceptions.

P1648.03/Restart and Recovery Plan – Full-Time Remote Instruction – A new policy guide which is mandated. This policy was developed to incorporate the full-time remote instruction option.

P6440/Cooperative Purchasing - Policy has been revised to include updated definitions for lead agency, registered numbers, cooperative purchasing systems, and joint purchasing systems.

P7440 and R7440/School District Security - The policy has been updated to align with the law and is effective with the 2020/21 school year. The regulation has been updated to include the yearly audit. The district has been doing this school safety audit for several years.

P7450/Property Inventory - The policy was updated due to a change in the law. The policy has been revised to more accurately reflect the definitions of equipment and supply. The revised policy also includes language from the NJDOE's chart of accounts that states the Board will use the criteria outlined in the revised definitions to make distinctions when recording property inventory in the district.

P 8420/Emergency and Crisis Situations – The policy was revised to include that individuals employed in the school district in a substitute capacity are provided with information and training on the school district's practices and procedures on school safety and security.

For the educational piece for the month from the policy committee, Ms. Siegel shared some information that she received from a recent NJSBA webinar regarding communications during a pandemic. The information can be found in the policy committee meeting notes on the district website.

Mr. Paluri inquired about the policy which dictates the order of the meeting agenda and noted that several members of the public have complained about the public forum being late in the agenda. Mr. Riback suggested that the new Board revisited the policy.

Mr. Paul Rutsky, Chairperson of the Finance Committee, reported that the committee met and were informed of two donations. The first, a donation of \$1,776.00 from PPG Industries, Blackbaud Giving Fund, a donor advised fund which was directed by the donor to give money to Oak Tree Elementary School. The second was a \$5,000.00 donation from ITSERVE Alliance. Pursuant to a solicitation letter from Dr. Alvich it was awarded and directed for technology use.

Next, Mr. Rutsky reported that the committee was provided an update on the following state reports: CMP / M-1 Comprehensive Maintenance Plan and related schedule; ASSA Application for State School Aid; DRTRS District Report of Transported Resident Students; Debt Service Report; and NJ Smart.

Lastly, Mr. Rutsky reported that at the next finance meeting they will be presented with information on the auctioning of retired school buses through GovDeals.

Ms. Kathy Kolupanowich, Chairperson of the Personnel Committee, reported that the committee reviewed the revised job description of the Benefits Coordinator and recommended it for approval by the Board.

Ms. Jill DeMaio, Chairperson of the Curriculum Committee, reported that the committee met earlier this evening and reviewed the following curriculum documents: Health and Physical Education Grade 11 and Grade 12; Strength and Conditioning I; AP Capstone; and World Language Pathways

PUBLIC FORUM

Brian Fabiano 19 Patricia Place – congratulated the newly elected school board members. Mr. Fabiano suggested that the new Board work to eliminate campaign donations from developers and engineers. Regarding the re-opening of the schools, Mr. Fabiano suggested that the District is “late to the game” as other districts have been open and are now moving to remote due to the increasing number of cases. Mr. Fabiano inquired about the shortage of filters which caused a delay in opening for the high school. Next, Mr. Fabiano inquired about the bid process and how contractors were being selected for the expenditures under the CARES Act. Mr. Fabiano also inquired if there is a security risk with the windows being open and if the product that was purchased for making wipes will be used for something else. Lastly, Mr. Fabiano questioned why there was a photo taken accepting a donation from ITServe Alliance prior to the Board accepting the donation.

Pradeep Melam 4 Jake Place – inquired if the ASSA Report is prepared and has been submitted. Mr. Melam inquired about the number of Jamesburg students listed in the October 15, 2020 count for the ASSA Report. Mr. Melam inquired if a daily count is taken for the number of students attending Monroe from Jamesburg.

Betty Saborido 2 Barrymore Drive – regarding the new playground at Mill Lake School, Ms. Saborido stated that it looks fabulous and inquired if there are any plans to add wheelchair swings to any of the elementary schools.

Ram Ranganath 6 Owens Drive – forfeited his allotted time so Dr. Alvich and Mr. Gorski could respond to some of Mr. Fabiano’s questions. Mr. Gorski responded to the question regarding the CARES Act and Dr. Alvich responded to the questions regarding the solution for the wipes, photo op for the donation, last minute postponement of the high school opening and the security risk of windows being open.

Krishna Tekale 11 Jake Place – echoed Mr. Fabiano’s comments relating to being “late to the game” on the re-opening of schools. Next, Mr. Tekale questioned what the plan was regarding with the growing numbers of cases. Lastly, Mr. Tekale inquired what the next steps are now that letters have sent to the developers requesting donations.

Santhosh Shan 6 Morgan Way- inquired about the re-opening plan.

Prakash Parab 33 Dayna Drive – spoke regarding the re-opening plan and the increase in cases in Middlesex County. Mr. Parab suggested air quality and sewer sampling to detect if the virus is present. Mr. Parab requested that administration define what is meant by education excellence and look at where the district was a few years ago, and where it is now. Lastly, Mr. Parab spoke about the overcrowding in the schools and suggested how developers and new residents could help.

Debra Palella 15 Louise Lane – stated that she was pleased to see the students return to school and added that there seems to be a lot of happy students and parents. Ms. Palella inquired about a rumor circulating that there is a shortage of teachers and substitutes.

Ravi Cheruvu 14 Byrne Court – stated that Middle School teachers are using several types of media such as Zoom and Google Classroom and inquired why they all are not using the same platform.

Sarah Aziz 3 Launcelot Drive - stated that she is very disappointed that the meeting with the legislators was cancelled and inquired why it was.

Chrissy Skurbe 21 Preakness Drive – stated that it was mentioned at several committee meetings that the meeting with the legislators was cancelled for obvious reasons and she does not believe that the public knows what those obvious reasons are. Ms. Skurbe requested that it be explained. Ms. Skurbe expressed disappointment that the meeting was cancelled and that the current Board is not holding the elected officials “to the fire”. Lastly, Ms. Skurbe stated that the letter that was sent to the developers should have been targeted to the engineers and consulting companies.

Rene Kokoska 231 Mounts Mill Road - forfeited her allotted time so Mr. Riback can further respond to Ms. Skurbe’s statement.

ASSISTANT SUPERINTENDENT REPORT

Dr. Layman thanked all staff for their coordination and cooperation as we navigate through the school year. Dr. Layman stated that the district is continuing to transition to the Hybrid Synchronous model.

Next, Dr. Layman reported that the Patriots Warriors Club at the High School is going to be working on a special project for our veterans. Many of the VA hospitals and VA homes have been hit particularly hard with COVID this year and they would like to let them know that the community supports them during this difficult time. They are reaching out to the entire Monroe school community asking students and families to record a short video clip thanking our veterans for their service.

Lastly, Dr. Layman reported that the Fall Virtual MTHS Coffee house which showcases students performing choral and instrumental acts. Dr. Layman congratulated the student performers and the MTHS performing arts department including the MTHS Choir Director, Mrs. Siegel.

SUPERINTENDENT’S REPORT

Dr. Alvich reported that the District celebrated Falcon Families Rock last week, a program created by the Whole Child Committee. Dr. Alvich reported that the District welcomed hybrid and special education students back to school this week. Dr. Alvich thanked all staff and families for all that they are doing to do what is best for the students and staff.

PERSONNEL

A motion was made by Ms. Arminio and seconded by Mr. Tufano that Personnel Items A-BG 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 Mr. Tufano and seconded by Ms. Kolupanowich that Board Action Items A-K 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 Ms. Kolupanowich and seconded by Mr. Rutsky that Board Action Items A-I 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 Business Administrator's Report is attached to the official set of minutes.

BOARD PRESIDENT REPORT

Mr. Riback read a follow-up letter that he composed to the developers and made a motion which was seconded by Ms. DeMaio to have the follow-up letter to the developers approved by the Board and authorize the Board Secretary/Business Administrator to transmit a copy to Lennar, Hovnanian, JSM and Toll Brothers.

Mr. Chiarella stated that while he appreciates the effort, he is doubtful that it will go anywhere. Mr. Chiarella added that it was disappointing to learn that the developer's engineers donated to the board vice president's election campaign. Mr. Chiarella further stated that perhaps the Board should be looking at suing the Township and developers and suing the mayor and elected officials for accepting the money from the developers.

Roll call 7-3-0-0-0. Motion carried with Mr. Chiarella, Mr. Nikitinsky and Mr. Tufano voting no.

OTHER BOARD OF EDUCATION BUSINESS

Ms. Arminio stated that she plans to attend the December 2nd planning board meeting where they will be discussing Environmental Resource Inventory, which is a supplemental report to the Master Plan and an amendment to the Affordable Housing Element. Ms. Arminio informed the Board and community that there will be a public forum on those topics and encouraged all concerned to sign onto the meeting as well.

Mr. Chiarella congratulated Ms. Belko, Ms. Bierman and Ms. Skurbe on their election to the board of education and wished all the retirees well.

Mr. Paluri wished Mr. Beyer and the other retirees well and thanked Ms. Smith for the services that she provided the Board and District. Mr. Paluri suggested having the next board attorney attend future boe meetings. Mr. Paluri thanked Dr. Alvich, Dr. Layman, Mr. Gorski and all the staff for the fantastic job they are doing during this pandemic.

Ms. Kolupanowich, Ms. DeMaio, Ms. Siegel, Mr. Rutsky and Mr. Riback congratulated all the retirees and thanked Ms. Smith for her services to the District.

Mr. Paluri suggested having a “coffee with a professional” program with high school juniors to provide some guidance about different professions.

Ms. Siegel reported that she attended the NJSBA County Meeting where Mr. Rutsky was recognized for becoming a certified board member.

Mr. Rutsky provided an explanation of the Jamesburg Tuition Agreement.

Understanding that residents are disappointed that the meeting with the legislators being cancelled, Mr. Paluri stated that he will continue to look at other options to hold a meeting with the legislators where the community can provided public input.

PUBLIC FORUM

Brian Fabiano 19 Patricia Place – commended Mr. Chiarella for speaking up about the developers donating money to a school board election campaign. Mr. Fabiano suggested that the Board not have a personal relationship with the next attorney. Next, Mr. Fabiano inquired what the advantages are of opening the schools now while the numbers are increasing. Mr. Fabiano stated that he has witnessed students on the athletic fields standing a foot apart not wearing masks and would like to know what is being done about it. Lastly, Mr. Fabiano stated that he believes it is a conflict of interest that Mr. Paluri sits on the planning board which approves the developments that are affecting the District.

Prakash Parab 33 Dayna Drive – stated that his comment about air and sewer sampling was not answered and hopes it will be followed up with a letter. Mr. Parab suggested rotating the board committee members.

CLOSED SESSION RESOLUTION

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

- Discussion regarding Memorandum of Agreement in connection with a new collective negotiations agreement between the Board and the Monroe Township Education Association.
- Discussion regarding legal representation

Minutes of the Public Meeting of the Monroe Township Board of Education which was held virtually on November 18, 2020.

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

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

Adjourned to Closed Session at 9:34 p.m.

Returned to Public Meeting at 10:20 p.m.

A motion was made by Mr. Chiarella and seconded by Mr. Tufano to approve the Memorandum of Agreement between the Monroe Township Board of Education and the Monroe Township Education Association for the period of July 1, 2020 through June 30, 2023. Roll call 10-0-0-0-0. Motion carried.

A motion was made by Ms. Arminio and seconded by Mr. Tufano to extend the agreement with Porzio, Bromberg & Newman P.C. through February 28, 2021 under the same terms and conditions as previously approved by the Board with an option to extend it through March 31, 2021. Roll call 10-0-0-0-0. Motion carried.

PUBLIC FORUM

Betty Saborido 2 Barrymore Drive - expressed disappointment that Ms. Jennifer Biddick, Special Education Teacher was resigning. Ms. Saborido commended and thanked Ms. Biddick for the service she provided district students over the years. Ms. Saborido suggested reviewing the special education program to include new updated programs especially in the autism classes.

Prakash Parab 33 Dayna Drive – thanked the members for approving the teacher’s contract.

NEXT PUBLIC MEETING

Mr. Riback stated that the next public meeting of the Monroe Township Board of Education will convene at 7:00 p.m. on Wednesday, December 9, 2020.

ADJOURNMENT

A motion was made by Mr. Riback and seconded by Ms. DeMaio that the meeting be adjourned. Motion carried. The public meeting adjourned at 10:32 p.m.

Respectfully submitted,



Michael C. Gorski, CPA
Business Administrator/Board Secretary

Minutes of the Public Meeting of the Monroe Township Board of Education which was held virtually on November 18, 2020.

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/index.php?folder=Board+of+Education>



Wednesday, November 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

VIRTUAL MEETING
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	Nov 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

Ms. Samaara Jain

4. STATEMENT

Subject A. STATEMENT

Meeting Nov 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 and electronic notice provided by having the date, time, and place thereof posted November 11, 2020:

1. At all schools,
2. On the District website at <https://www.monroe.k12.nj.us/>,
3. Home News Tribune,
4. Cranbury Press, and
5. Filed with the Clerk of the Municipality.

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2. When you are called on to speak during public forum your microphone status will be set to UNMUTE. Please do not attempt to UNMUTE yourself as this may cause your microphone to stay MUTED.
3. When called upon, you will be given the option to share your device's camera with the rest of the panelists and attendees during your speaking time. If you choose to do this simply click the "video camera" icon.
4. After you are unmuted, please state your name and address. Each statement made by a participant shall be limited to four minutes' duration, or less, in accordance with Board Bylaw 0167.
5. After you are finished speaking you will be muted and your permission to share your camera will be disabled.
6. Please turn off the "raise hand" feature.

5. APPROVAL OF MINUTES

Subject A. APPROVAL OF MINUTES

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

Category 5. APPROVAL OF MINUTES

Access Public

Type Information

Public Board of Education Meeting, October 14, 2020
Closed Session Meeting, October 14, 2020

Executive File Attachments

[Draft 10.14.20 Closed Session Minutes.pdf \(96 KB\)](#)[Revised Draft 10.14.20 Public minutes..pdf \(472 KB\)](#)**6. PRESENTATIONS**

Subject **A. BOARD AND DISTRICT GOALS ACTION PLAN**

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

Category 6. PRESENTATIONS

Access Public

Type

7. COMMITTEE REPORTS

8. PUBLIC FORUM -AGENDA ITEMS ONLY

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

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

Category 8. PUBLIC FORUM -AGENDA ITEMS ONLY

Access Public

Type

See Note 3.

9. ASSISTANT SUPERINTENDENT'S REPORT

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

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

Category 9. ASSISTANT SUPERINTENDENT'S REPORT

Access Public

Type

10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Subject **A. ENROLLMENT**

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

Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

I. ENROLLMENT

Schools	10/31/20	10/31/19	10/31/18	10/31/17	10/31/16
Applegarth	451	431	442	410	366
Barclay Brook	294	326	334	339	355
Brookside	401	416	401	408	426
Mill Lake	454	536	553	569	598
MTMS	1781	1774	1704	1661	1656
Oak Tree	769	717	709	693	678

Woodland	314	307	349	411	417
High School	2473	2395	2333	2308	2170
Total	6937	6902	6825	6799	6666

OUT OF DISTRICT

School	Monroe			Jamesburg		
	September	October	Difference	September	October	Difference
Academy Learning Center	6	7	+1	3	3	
Archway Upper	1	1				
Bridge Academy	1	1				
Center for Lifelong Learn	4	4				
Center School	1	1				
Childrens Center of Monm.						
Coastal Learning Center				1	1	
Cornerstone Day School	0	1	+1			
CPC High Point	1	1				
Douglass Develop. Center	1	1				
Eden	4	4				
Franklin Twp. Public Schools	1	1				
Hawkswood	1	1				
Lakeview School	1	1				
Manchester Regional Day	1	1				
New Roads Somerset	2	2				
NuView Academy	1	1				
Mercer Elementary	1	1				
Newgrange School	1	1				
Newmark Elementary	1	0	-1			
Reed Academy	1	1				
Rock Brook School	1	1				
Rutgers Day School	2	2				
Rugby	2	2		1	1	
Schroth School	2	2				
Shore Center	2	2				
Total	39	40		5	5	

**Monroe Township School District
Staff Count as of November 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	5
Secretary	1
Instructional	
Teacher	559.5
Classroom Paraprofessionals/Media Ctr	
Paraprofessionals - Full-time	114
Paraprofessionals - Part-time	43
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	68
Transportation	
Director	1
Coordinator	1
Specialist	1
Dispatcher	0
Secretary	1
Driver	66
Mechanics	4
Paraprofessionals - Part-time	14
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	36
Falcon Care/ECE	
Director	1
Clerk	1
Teacher/Teacher Aides	5
Site Coordinator, Group Leader, Asst Group Leader (Part-time)	23
Total District Staff as of 11/01/2020	1173

Subject B. HOME INSTRUCTION

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

Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

II. HOME INSTRUCTION

ID #	School	Grade	Reason	Home Instruction Report	Effective Date	E
79109	MTHS	12	CST	McDonald, Harris, Ballard, Alagna	9/3/2020	
91198	OTS	5	CST	Rubenstein/Seitz	9/3/2020	
86075	MTHS	10	CST	ESCNJ	9/8/2020	
85602	MTHS	12	Medical	Wolk, Whinna, ESCNJ	9/2/2020	
86976	MTHS	9	Medical	LearnWell	9/13/2020	9
89093	MTMS	6	Medical	Zimms, Hoehler, Lawson, DuBois	9/3/2020	1
86302	MTHS	10	Medical	LearnWell	9/9/2020	1
87512	MTMS	8	Medical	LearnWell	10/7/2020	1
85433	MTHS	12	Medical	McGrory, Di Meola, Donovan, Lyons, ECSNJ	10/2/2020	
83811	MTHS	12	Medical	LearnWell	10/14/2020	
86302	MTHS	10	Medical	Thumm, Stranieri, Cox, Hardt	10/26/2020	
90146	WES	5	Medical	RUBHC	10/29/2020	

Subject C. FIRE/LOCKDOWN DRILLS

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

Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

III. FIRE/LOCKDOWN DRILL

Applegarth School ----- October 20, 2020

Barclay Brook School ----- October 7, 2020

Brookside School -----	October 27, 2020
Mill Lake School -----	October 15, 2020
Monroe Middle School-----	October 21, 2020
Oak Tree School -----	October 14, 2020
Woodland School -----	October 28, 2020
Monroe High School -----	October 23, 2020

LOCKDOWN

Applegarth School-----	October 29, 2020
Barclay Brook School-----	October 13, 2020
Brookside School -----	October 20, 2020
Mill Lake School -----	October 19, 2020
Monroe Middle School-----	October 26, 2020
Oak Tree School -----	October 16, 2020
Woodland School -----	October 16, 2020
Monroe High School -----	October 27, 2020

Subject D. PERSONNEL

Meeting Nov 18, 2020 - 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 BG

IV. PERSONNEL

- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Gregor Beyer**, Supervisor of Athletics, Health, and Physical Education, effective January 1, 2021.
- B. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Deborah Stapenski**, teacher of Business at the High School, effective February 1, 2021.
- C. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Christina Basile**, teacher of special education at the High School, effective July 1, 2021.
- D. It is recommended that the Board accept the resignation, due to retirement, of **Mr. Philip Piccolo**, head custodian at the High School effective December 1, 2020.
- E. It is recommended that the Board accept the resignation of **Ms. Mary Smith**, general counsel for the Board effective January 4, 2021.
- F. It is recommended that the Board accept the resignation of **Ms. Elizabeth Feder**, kindergarten teacher at Mill Lake School, effective December 23, 2020.
- G. It is recommended that the Board accept the resignation of **Ms. Carly Ponzio**, special education teacher at Applegarth School, retroactive to October 15, 2020.
- H. It is recommended that the Board accept the resignation of **Mr. Jason Andreadis**, teacher of physical education at Applegarth School, effective December 26, 2020.
- I. It is recommended that the Board accept the resignation of **Mr. Michael Fattibene**, teacher of physical education at Barclay Brook School, effective January 2, 2021.
- J. It is recommended that the Board accept the resignation of **Ms. Anna Tawil**, paraprofessional at Brookside School retroactive to November 6, 2020.
- K. It is recommended that the Board accept the resignation of **Ms. Natalie Weinhofer**, paraprofessional at Barclay Brook School retroactive to November 14, 2020.

- L. It is recommended that the Board accept the resignation of **Ms. Diana Saeed**, paraprofessional at Oak Tree School, retroactive to November 16, 2020.
- M. It is recommended that the Board accept the resignation of **Ms. Brooke Mendelewski**, paraprofessional at Mill Lake School, effective November 9, 2020.
- N. It is recommended that the Board accept the resignation of **Ms. Mary Lata**, paraprofessional at Oak Tree School, retroactive to November 16, 2020.
- O. It is recommended that the Board accept the resignation of **Ms. Margaret Lopez**, paraprofessional at Barclay Brook School, effective December 1, 2020.
- P. It is recommended that the Board accept the resignation of **Ms. Laura Granett**, as co-advisor (50%) of the Social Studies National Honor Society at the High School retroactive to November 16, 2020
- Q. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Elizabeth Ruckdelschel**, Falcon Care Assistant, retroactive to October 1, 2020 through October 15, 2020.
- R. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Mr. Craig Bagley**, Maintenance/Custodial Supervisor, retroactive to October 20, 2020 through November 2, 2020.
- S. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Mr. Robert Tonkery**, security at the High School, retroactive to October 26, 2020 through November 6, 2020.
- T. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Kathleen Watlington**, paraprofessional at Barclay Brook School, retroactive to November 16, 2020 through November 20, 2020.
- U. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Swarna Damodaran**, paraprofessional at Oak Tree School, effective December 1, 2020 through December 14, 2020.
- V. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Mr. Jeffrey VanLiew**, custodian at the High School, retroactive to October 26, 2020 through October 30, 2020.
- W. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Mr. James Simmonds**, maintenance mechanic for the district, retroactive to November 4, 2020 through November 17, 2020.
- X. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Marisa Farinola**, paraprofessional at Applegarth School, retroactive to November 9, 2020 through November 20, 2020.
- Y. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Luz Roca**, paraprofessional in the Transportation Department, retroactive to October 28, 2020 through November 2, 2020.
- Z. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Mr. Albert Pulsinelli**, Network Operations Manager for the District , retroactive to November 9, 2020 through November 20, 2020.
- AA. It is recommended that the Board approve a paid sick leave under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Amandalee Fretz**, teacher of basic skills at Oak Tree School, retroactive to November 16, 2020 through December 1, 2020.
- AB. It is recommended that the Board approve a leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Amandalee Fretz**, teacher of basic skills at Oak Tree School, effective December 2, 2020 through December 31, 2020. Ms. Fretz's leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.

- AC. It is recommended that the Board approve a leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Katelyn Lee**, teacher of mathematics at the High School, retroactive to November 16, 2020 through December 23, 2020. Ms. Lee's leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.
- AD. It is recommended that the Board approve a leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Lisa Zimmer**, teacher of basic skills at Brookside School, effective November 30, 2020 through December 23, 2020. Ms. Zimmer's leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.
- AE. It is recommended that the Board approve a leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Linda Chui**, teacher of Spanish at MTMS, effective November 30, 2020 through December 31, 2020. Ms. Chui's leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.
- AF. It is recommended that the Board approve a leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Mr. Michael Cappel**, teacher of science at MTMS, retroactive to November 16, 2020 through December 31, 2020. Mr. Cappel's leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.
- AG. It is recommended that the Board approve a leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Debra Tabbitts**, paraprofessional at Mill Lake School, retroactive to November 16, 2020 through December 31, 2020. Ms. Tabbitts' leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.
- AH. It is recommended that the Board approve a leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Erin Davison**, paraprofessional in the Transportation Department, retroactive to November 16, 2020 through December 4, 2020. Ms. Davison's leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.
- AI. It is recommended that the Board approve an extended leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Marie Maresca**, paraprofessional for Falcon's Nest at the High School, retroactive to November 13, 2020 through December 2, 2020. Ms. Maresca's leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.
- AJ. It is recommended that the Board approve a leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Sandra Leloia**, paraprofessional at Mill Lake School, retroactive to November 16, 2020 through December 31, 2020. Ms. Leloia's leave days will be counted against her entitlement to leave pursuant to the FFCRA and the Family and Medical Leave Act, as appropriate.
- AK. It is recommended that the Board approve a medical leave of absence to **Ms. Kimberlee Martini**, paraprofessional at Barclay Brook School, retroactive to September 30, 2020 through October 9, 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. Martini may be entitled to.
- AL. It is recommended that the Board approve a medical leave of absence to **Ms. Kimberly Mazza**, CST secretary at the High School, retroactive to November 4, 2020 through January 12, 2021, 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. Mazza may be entitled to.
- AM. It is recommended that the Board approve a medical leave of absence to **Ms. AnnMarie Popper**, paraprofessional at Mill Lake School, retroactive to November 16, 2020 through December 23, 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. Popper may be entitled to.
- AN. It is recommended that the Board approve a medical leave of absence to **Ms. Michele Virelles**, special education teacher at Woodland School, retroactive to October 29, 2020 through January 29, 2021 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. Virelles may be entitled to.

- AO. It is recommended that the Board approve a medical leave of absence to **Ms. Janina Snagusky**, teacher of language arts at the High School, effective November 30, 2020 through February 26, 2021 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. Snagusky may be entitled to.
- AP. It is recommended that the Board approve a medical leave of absence to **Ms. Diane Arcaro**, media coordinator at Oak Tree School, retroactive to November 16, 2020 through December 1, 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. Arcaro's may be entitled to.
- AQ. It is recommended that the Board approve a medical leave of absence to **Mr. Ronald Herrick**, teacher of health and physical education at MTMS, effective November 18, 2020 through March 12, 2021 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. Herrick may be entitled to.
- AR. It is recommended that the Board approve a maternity leave of absence to **Ms. Taryn Yoelson**, school counselor at MTMS, effective January 11, 2021 through January 10, 2022 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. Yoelson may be entitled to.
- AS. It is recommended that the Board approve a maternity leave of absence to **Ms. Danielle Drust**, K-12 Supervisor of Science and Social Studies, effective January 4, 2021 through March 12, 2021. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Drust may be entitled to.
- AT. It is recommended that the Board approve a revised maternity leave of absence to **Ms. Kathryn Echevarria**, teacher of Health/Physical Education at MTMS, retroactive to October 16, 2020 through January 8, 2021 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. Echevarria may be entitled to.
- AU. It is recommended that the Board approve a change in the end date of the extended maternity leave of absence to **Ms. Katherine Rosso**, teacher of grade 2 at Barclay Brook School, retroactive to September 1, 2020 through November 10, 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. Rosso may be entitled.
- AV. It is recommended that the Board approve an unpaid leave of absence under FMLA/NJFLA to **Ms. Lisa Zimmer**, teacher of basic skills at Brookside School, effective January 4, 2021 through February 26, 2021. Ms. Zimmer'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.
- AW. It is recommended that the Board approve a medical leave of absence to **Ms. Catherine Ahimovic**, Assistant Group Leader at Falcon Care retroactive to November 16, 2020 through December 23, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Ahimovic may be entitled.
- AX. It is recommended that the Board approve a revision in the end date of the medical leave of absence to **Ms. Kim Poll**, bus driver in the Transportation Department, retroactive to October 8, 2020 through November 16, 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. Poll may be entitled to.

- AY. It is recommended that the Board rescind the leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Renee Hardt**, teacher of Language Arts at the High School, retroactive to November 16, 2020 through December 23, 2020.
- AZ. It is recommended that the Board rescind the leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Tamar Lopez**, teacher of grade 2 at Mill Lake, retroactive to November 16, 2020 through December 15, 2020.
- BA. It is recommended that the Board rescind the leave of absence under the Families First Coronavirus Response Act ("FFCRA") to **Ms. Kimberly Ruotolo**, teacher of Language Arts at the High School, effective November 16, 2020 through December 24, 2020.
- BB. It is recommended that the Board approve the following certificated staff for the After School TAG Program for the 2020-2021 school year teachers at the rate of \$116.34 per session (1.5 hrs.):
- MTMS (account no. 11-130-100-101-000-080)**
 Meaghan Ewanis - STEM teacher
 Dana Oberheim - substitute
 Sarah Cummings - substitute
- BC. It is recommended that the Board approve the correction in the account number of the following certificated staff at the High School for after school support ELL at the instructional rate \$53.87 for 2 hours per week (account no. 20-231-100-101-000-070):
- Nicole Gross
 Emily Martin
 Sara Adames
 Michael Wall
- BD. It is recommended that the Board approve a correction in the start date of **Ms. Betty Jo Prince**, as Interim Assistant Principal at Barclay Brook/Mill Lake, at a salary of \$425/day, retroactive to October 19, 2020 through November 18, 2020 (*pending satisfactory completion of pre-employment requirement) (account no. 11-000-240-103-000-010, 11-000-240-103-000-040).
- BE. It is recommended that the Board approve the following certificated staff on the following step on guide (pending contract negotiations) (*pending satisfactory completion of pre-employment requirement):

Name	School	Position	Salary	Account No.	Effective Date	Reason
Joseph Luckenbill*	Barclay Brook	Teacher of physical education	Step 2 BA\$51,842 pro rated	11-120-100-101-000-010	12/21/20-6/30/21	Resignation replacement tenure track
Melissa DeMauro	Brookside	Teacher of grade 3	Step 1 BA \$51,592 pro rated	11-120-100-101-000-020	11/16/20-12/23/20 or until such time when the classroom teacher returns	Leave replacement extension of contract
Randy Royle	MTMS	Teacher of physical education	Step 1 BA \$51,592 pro rated	11-130-100-101-000-080	Retroactive to 10/26/20-1/12/21 or until such time when the	Change in dates leave replacement

					classroom teacher returns	
Alyssa Rosenberg	Barclay Brook	Teacher of grade 2	Step 2 BA \$51,842 pro rated	11-120-100-101-000-010	Retroactive to 9/1/20-11/10/20	Change in end date
Alyssa Rosenberg	Barclay Brook	Teacher of grade 1	Step 2 BA \$51,842 pro rated	11-120-100-101-000-010	11/11/20-6/30/21 or until such time when the classroom teacher returns	Change in start date
Meghan Granger	MTMS	School counselor	17% additional section	11-000-218-104-000-080	Retroactive to 11/16/20-12/18/20	Leave replacement
Taryn Yoelson	MTMS	School counselor	17% additional section	11-000-218-104-000-080	Retroactive to 11/16/20-12/18/20	Leave replacement
Dana Oberheim	MTMS	School counselor	17% additional section	11-000-218-104-000-080	Retroactive to 11/16/20-12/18/20	Leave replacement
Nicole Gomes	MTMS	School counselor	17% additional section	11-000-218-104-000-080	Retroactive to 11/16/20-12/18/20	Leave replacement
Nicole Pontarollo	MTMS	School counselor	17% additional section	11-000-218-104-000-080	Retroactive to 11/16/20-12/18/20	Leave replacement
Julianne LeBron	MTMS	School counselor	17% additional section	11-000-218-104-000-080	Retroactive to 11/16/20-12/18/20	Leave replacement
Karen Berecsky	Woodland	After School Detention	Non-instructional rate of \$44.85	11-120-100-101-000-030	Retroactive to 9/3/20-6/21/21	New position
Sharon Budelman	HS	Teacher of Special Education	Step 9A BA \$70,102 pro rated	11-213-100-101-	Retroactive to 11/9/20-6/30/21	Change in start date

				000-070		
Sandra Bubnowski	HS	Teacher of Language Arts	17% additional contract	11-140-100-101-000-070	Retroactive to 9/3/20-12/23/20	Leave replacement extension
Eileen Simmonds	HS	Teacher of spec. ed.	17% additional contract	11-213-100-101-000-070	Retroactive to 9/1/20-11/10/20	Change in end date
Michael McDonald	HS	Teacher of spec. ed.	34% additional contract	11-213-100-101-000-070	Retroactive to 9/1/20-11/10/20	change in end date
Jena Rose	HS	Teacher of spec. ed.	17% additional contract	11-213-100-101-000-070	Retroactive to 9/1/20-11/9/20	change in end date
Denise DiMeola	HS	Teacher of spec. ed.	17% additional contract	11-213-100-101-000-070	Retroactive to 9/1/20-11/9/20	change in end date
Cybele Posner	MTMS	Teacher of Spanish	17% additional section	11-130-100-101-000-080	11/30/20-12/23/20	Leave replacement
Jessica Consiglio	MTMS	Teacher of Spanish	17% additional section	11-130-100-101-000-080	11/30/20-12/23/20	Leave replacement
Silvia Gonzalez	MTMS	Teacher of Spanish	17% additional section	11-130-100-101-000-080	11/30/20-12/23/20	Leave replacement
Emily Martin	HS	ELL Math afterschool support	Hourly instructional rate \$53.87 for 2 hours per week 5/50	20-231-100-101-000-070	Retroactive to 11/16/20-1/27/21	New position Title Funds
Sarah Adams	HS	ELL Math afterschool support	Hourly instructional rate \$53.87 for 2 hours per week 5/50	20-231-100-101-000-070	Retroactive to 11/16/20-1/27/21	New position Title Funds
Diana Kaiser	HS	ELL Language	Hourly instructional	20-231-	Retroactive to	New position

		Arts afterschool support	rate \$53.87 for 2 hours per week	100- 101- 000- 070	11/16/20- 1/27/21	Title Funds
Christopher Ciarlariello	HS	Chorus/Music Theory	Hourly instructional rate \$53.87 for 2 hours per week 50/50	20- 231- 100- 101- 000- 070	Retroactive to 11/16/20- 1/27/21	New position Title Funds
Arielle Siegel	HS	Chorus/Music Theory	Hourly instructional rate \$53.87 for 2 hours per week 50/50	20- 231- 100- 101- 000- 070	Retroactive to 11/16/20- 1/27/21	After school Title Funds
Martin Griffin	HS	Instrumental Music	Hourly instructional rate \$53.87 for 2 hours per week 50/50	20- 231- 100- 101- 000- 070	Retroactive to 11/16/20- 1/27/21	After school Title Funds
Christopher Ciarlariello	HS	Instrumental Music	Hourly instructional rate \$53.87 for 2 hours per week 50/50	20- 231- 100- 101- 000- 070	Retroactive to 11/16/20- 1/27/21	After school Title Funds
Jessica Snyder	MTMS	Child Study Team	20% additional contract	11- 000- 219- 104- 000- 080	Retroactive to 11/16/20- TBD	Resignation replacement
Frances Schwartz	MTMS	Child Study Team	20% additional contract	11- 000- 219- 104- 000- 080	Retroactive to 11/16/20- TBD	Resignation replacement
Emily Raphel	MTMS	Child Study Team	20% additional contract	11- 000- 219- 104- 000- 080	Retroactive to 11/16/20- TBD	Resignation replacement
Rachel Zettel	MTMS	Child Study Team	20% additional contract	11- 000- 219- 104- 000- 080	Retroactive to 11/16/20- TBD	Resignation replacement
Justine Crecca	MTMS	Child Study Team	20% additional contract	11- 000- 219- 104- 000- 080	Retroactive to 11/16/20- TBD	Resignation replacement
Shane	HS	Teacher of LA	17%	11-	Retroactive	Leave

Bigelow			additional contract	140-100-101-000-070	to 11/16/20-11/25/20	replacement
Andrea Feminella	HS	Teacher of LA	17% additional contract	11-140-100-101-000-070	11/30/20-2/25/21	Leave replacement extension
Catherine Simmons	HS	Teacher of LA	17% additional contract	11-140-100-101-000-070	11/30/20-2/25/21	Leave replacement extension
Renata MacKenzie	HS	Teacher of LA	17% additional contract	11-140-100-101-000-070	Retroactive to 9/3/20-11/13/20	Leave replacement change in end date
Amanda McCormack	HS	Teacher of LA	17% additional contract	11-140-100-101-000-070	11/30/20-2/26/21	Leave replacement extension
Katharine Fitzgerald	HS	Teacher of Math	34% additional contract	11-140-100-101-000-070	11/16/20-12/23/20	Leave replacement
Tracy Sherr	HS	Teacher of Math	34% additional contract	11-140-100-101-000-070	11/16/20-12/23/20	Leave replacement
Peter Ruckdeschel	HS	Teacher of Math	17% additional contract	11-140-100-101-000-070	11/16/20-12/23/20	Leave replacement
George Meyers	HS	Asst. Wrestling Coach	Step 1 \$5071	11-402-100-100-000-070	Retroactive to 11/1/20-4/1/21	Coaching position

BF. It is recommended that the Board approve the following non-certificated staff on the following guides (pending contract negotiations) (*pending satisfactory completion of pre-employment requirement):

Name	School	Position	Salary	Account No.	Effective Date	Reason
Lisa Crothers*	Barclay Brook	Spec. Ed. Para MD	Step 1 Spec. Ed. 14.02+\$2.00+\$2.50 for toileting for 3.75 hrs.	11-212-100-106-	Retroactive to 11/16/20-6/30/21	Transfer replacement

				000-010		
Andrew Biroc*	Falcon Care	Group Leader	\$16 hr. for 5.5 hrs.	65-990-320-100-000-098	11/19/20-6/30/21	Transfer replacement
Jennifer Lesser*	Mill Lake	Para café	Step 1 Reg. Ed \$14.02 for 2.5 hrs.	11-000-262-107-000-040	11/30/20-6/30/21	Transfer replacement
Lori Smith*	Oak Tree	Para cafe	Step 1 Reg. Ed \$14.02 for 2.5 hrs.	11-000-262-107-000-060	11/30/20-6/30/21	Resignation replacement
Wendy Cerbie	Barclay Brook	Principal's Secretary	Step 3 12 month \$51,874 103.57% plus princ. Sec. stipend \$1337 pro rated	11-000-240-105-000-010	12/21/20-6/30/21	Retirement replacement
Shelly Tessein	Central Office	Benefits Coordinator	Step 4 \$46,733.10+\$2,000 base adjustment pro rated	11-000-251-100-000-095	12/14/20-6/30/21	Transfer replacement
Maureen Cutrone	HS	10 month secretary	Step 1 ten month \$42,728 pro rated	11-000-219-105-000-093	11/23/20-1/12/21	Leave replacement
Jessica Balz	Barclay Brook	Spec. Ed Para LLD	Step 1 Spec. Ed+toileting \$14.02+\$2.00+\$2.50 for 6.75 hours	11-204-100-106-000-010	Retroactive to 11/16/20-6/30/21	transfer
Laura Cassamassino	MTMS	Spec. Ed Para 1:1	Step 7 Spec. Ed. \$17.07+\$2.00 for 6.75 hours	11-213-100-106-000-080	Retroactive to 10/1/20-6/30/21	Correction in account number
Sarah Munoz	Falcon Care	Asst. Group Leader	\$15.00/hr. for 3.5 hrs.	65-990-320-100-00-098	Retroactive to 11/23/20-6/30/21	Resignation replacement
Theresa Rapisardi	MTMS	Para	PD credits \$150	11-213-100-106-000-080	Retroactive to 10/19/20-6/30/21	PD credit
Sandra Carola	MTMS	Para	PD credits \$100	11-212-100-	Retroactive to	PD credit

				106-000-080	10/19/20-6/30/21	
Laura Spero	MTMS	Spec. Ed. Para RC	Step 3 Spec. Ed. \$14.27+\$2.00 for 6.75 hrs.	11-213-100-106-000-080	Retroactive to 10/30/20-6/30/21	Transfer replacement
Shari Sigismondo	Applegarth School	Spec. Ed. Para LLD	Step 8 Spec. Ed. +toileting \$18.98+\$2.00+\$2.50 for 6.75 hrs.+15 year longevity \$1125	11-204-100-106-000-050	Retroactive to 9/7/20-6/30/21	transfer
Thomas Taylor	HS	Para unified after school clubs	Step on guide 1.5 hours twice a week	11-213-100-106-000-070	2020-2021 school year	New position
Sandy Micciulla	HS	Para unified after school clubs	Step on guide 1.5 hours twice a week	11-213-100-106-000-070	2020-2021 school year	New position
Karen Walker	HS	Para unified after school clubs	Step on guide 1.5 hours twice a week	11-213-100-106-000-070	2020-2021 school year	New position
Rosa Pieron	HS	Para unified after school clubs	Step on guide 1.5 hours twice a week	11-213-100-106-000-070	2020-2021 school year	New position
Nancy McNulty	HS	Para unified after school clubs	Step on guide 1.5 hours twice a week	11-213-100-106-000-070	2020-2021 school year	New position
Donna Cianchetta	HS	Para unified after school clubs	Step on guide 1.5 hours twice a week	11-213-100-106-000-070	2020-2021 school year	New position
Maria Holman	HS	Substitute para unified after school clubs	Step on guide 1.5 hours twice a week	11-213-100-106-000-070	2020-2021 school year	New position
Renee Zappone	HS	Substitute para unified after school clubs	Step on guide 1.5 hours twice a week	11-213-100-106-000-070	2020-2021 school year	New position
Catherine	HS	Substitute	Step on guide 1.5	11-	2020-2021	New

Heizer		para unified after school clubs	hours twice a week	213-100-106-000-070	school year	position
Lucia O'Scannell	Woodland/ Transportation	Para	Step 8 Reg. Ed \$18.98 for 2.5 hours and Step 8 Spec. Ed. \$18.98+\$2.00 for 2.5 hrs.+\$100 PD	11-000-262-107-000-030 and 11-000-270-107-000-096	Retroactive to 9/1/20-11/15/20 and 1/1/20-6/30/21	Adjustment in contract
Lucia O'Scannell	Woodland/	Para	Step 8 Reg. Ed \$18.98 for 2.5 hours + \$100 PD	11-000-262-107-000-030	Retroactive to 11/16/20-12/31/20	Reduction in contract
Helder Salvador	Transportation	Para	Step 2 Spec. Ed. \$14.12+\$2.00 for 4.5 hrs.	11-000-270-107-000-096	Retroactive to 11/16/20-6/30/21	Increase in hours
Laura Allen	Business Office	Asst. Business Administrator	10 years longevity \$1000	11-000-251-100-000-095	Retroactive to 8/23/20-6/30/21	modification in contract to include longevity

BG. It is recommended that the Board approve the following substitutes for the 2020-2021 school year:

Certificated

Kimberly Barbuto
Ilana Filiault

Substitute Teacher
Substitute Teacher

Non-Certificated

Casey Filiault
Rosaleen Regan

Substitute Volunteer Coach
Substitute Avid Tutor

Executive File Attachments
[resume.pdf \(782 KB\)](#)

Subject

E. BOARD ACTION

Meeting

Nov 18, 2020 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category

10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access

Public

Type

Action

V. BOARD ACTION (Items A through K).

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 Student Suspension Report for the month of October 2020.

C. It is recommended that the Board of Education approve the previously submitted Agreement regarding substitute coverage between the Board and the Monroe Township Education Association. The Board President, the Superintendent of Schools and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Agreement.

D. It is recommended that the Board approve the previously submitted agreement between Staff Development Workshops, Inc. and the Monroe Township Board of Education to provide 13.5 hours of virtual instruction training for teachers in grades 2 and 3 on "Words Their Way" provided by Matt Hall for a cost of \$3,820.50 (Title Funds).

E. It is recommended that the Board approve the following curriculum document for the 2020-2021 school year:

Teen Pep
Civic Action
Media Maker K-5 (correction from 9/16/20 meeting, previously approved K-3)

F. It is recommended that the Board approve the previously submitted job description:

Benefits Coordinator

G. 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 October 14, 2020 Board meeting:

219789
219916

H. It is recommended to suspend Bylaw 0131 that requires two readings to adopt a Bylaw or Policy and adopt Bylaw 0164.6 with one reading to be in compliance with the new emergency regulations regarding remote meetings held during a Governor-declared emergency, N.J.A.C. 5:39-1.1 through 1.7, promulgated by Department of Community Affairs.

I. It is recommended that the board approve the following Policies and Regulations for a first reading:

P 1620	Administrative Employment Contracts
P 1648	Restart and Recovery Plan
P 1648.03	Restart and Recovery Plan – Full-time Remote Instruction
P 6440	Cooperative Purchasing
P & R 7440	School District Security
P 7450	Property Inventory
P 8420	Emergency and Crisis Situations

J. It is recommended that the Board approve the following Policies and Regulations for a second and final reading:

P & R 2464	Gifted and Talented Students
P & R 8320	Personnel Records

K. It is recommended that the Board approve the following out-of-district placement for the 2020-2021 school year:

Student No.	School	Start Date	Tuition
86075	Cornerstone Day School	10/19/20	\$400.40 per diem

93141	Academy Learning Center	10/26/20	\$248.00 per diem
95260	Mercer Elementary	11/16/20	\$274 per diem

File Attachments

[Bylaw 0164.6.pdf \(274 KB\)](#)
[Policy for first reading.pdf \(868 KB\)](#)
[Policy & Reg for second reading.pdf \(855 KB\)](#)
[October suspensions.xls \(41 KB\)](#)
[Professional Development.pdf \(352 KB\)](#)

Executive File Attachments

[Teen Pep.pdf \(25,325 KB\)](#)
[Civic Action In A Democracy_Part1.pdf \(73,612 KB\)](#)
[Civic Action In A Democracy_Part2.pdf \(69,642 KB\)](#)
[MTEA Agreement - Substitute Coverage.pdf \(1,133 KB\)](#)
[BENEFITS COORDINATOR - updated 10-29-20 \(2\).doc \(48 KB\)](#)
[workshop.pdf \(68 KB\)](#)

11. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

Subject

A. BOARD ACTION

Meeting Nov 18, 2020 - 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.

A. PROFESSIONAL APPOINTMENTS:

1. It is recommended that members of the Monroe Township Board of Education approve **Joseph Lesky III**, 103 S Wood Ave Unit 204 Linden, NJ 07036, as an Accompanist for the 2020/2021 6th Grade Play for a total fee of \$600.00.
2. It is recommended that members of the Monroe Township Board of Education approve **Joseph Lesky III**, 103 S Wood Ave Unit 204 Linden, NJ 07036, as a Choral Accompanist for the 2020/2021 7th/8th Grade Chorus Concerts for a total fee of \$300.00.
3. It is recommended that members of the Monroe Township Board of Education approve **Eric Kassay**, 42 Sewell Avenue Piscataway, NJ 08854, for Music Drill Support for the 2020 Summer Band Camp at a total fee of \$1100.00.

B. TRANSFER #3

It is recommended that members of the Monroe Township Board of Education approve Transfer #3 for September 2020 for Fiscal Year 2020/2021 as previously submitted.

C. SECRETARY'S FINANCIAL & CASH REPORT

In accordance with N.J.A.C. 6A:23-2.11(c) 4, Be It Resolved that the Board of Education hereby certifies that it is in receipt of the Financial Reports for September 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 September 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).

D. BILL LIST

It is recommended that the bills totaling \$12,589,465.51 for September 2020 be ratified by the Board. The bills have been reviewed and certified by the Board Secretary.

E. GRANT ACCEPTANCE /NEW JERSEY SCHOOL INSURANCE GROUP

It is recommended that members of the Monroe Township Board of Education acknowledge and formally accept an **ERIC North Safety Grant Award** in the amount of \$42,948.39 from New Jersey School Insurance Group to be utilized for the Mill Lake School Playground Safety Surfacing and Equipment Installation.

F. CONTRACT RENEWAL - LEIGHTRONIX VIEBIT

It is recommended that members of the Monroe Township Board of Education authorize and approve **G&G Technologies, Inc.**, 280 N. Midland Avenue, Building F, Suite 202, Saddle Brook, NJ 07663 to provide Web Media Hosting services through a shared services agreement with Monroe Township for a total cost of \$2,195.00, whereas the Monroe Township Board of Education's annual share will be \$1,097.50, for the period of December 1, 2020 to November 30, 2021. The rate has remained the same as last year.

G. DONATION

It is recommended that members of the Monroe Township Board of Education acknowledge and accept a charitable donation to the Monroe Township Board of Education in the amount of \$1,766.00 made on behalf of **PPG Industries Foundation** from The Blackbaud Giving Fund to be utilized by Oak Tree Elementary School.

H. DONATION

It is recommended that the members of the Monroe Township Board of Education accept and acknowledge the donation of \$5,000.00 from **ITServe Alliance CSR** for the identified need for additional student Chromebooks and Wi-Fi devices, or any use as recommended by the Superintendent of Schools in accordance with district policy regarding charitable donations.

I. CAFETERIA PLAN

It is recommended that the members of the Monroe Township Board of Education approve the previously submitted amended **Cafeteria Plan**, including a Health Flexible Spending Account and Dependent Care Flexible Spending Account, effective January 1, 2021. The Superintendent and the Business Administrator/Board Secretary are 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

November 18, 2020
Meeting Date

File Attachments
G&G Technologies, Inc..pdf (26 KB)
2021 Cafeteria Plan.pdf (132 KB)
Financials.pdf (3,356 KB)

12. BOARD PRESIDENT'S REPORT

13. OTHER BOARD OF EDUCATION BUSINESS

14. PUBLIC FORUM

Subject	A. PUBLIC FORUM (See Note 3)
Meeting	Nov 18, 2020 - 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 Nov 18, 2020 - 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):

- Discussion regarding Memorandum of Agreement in connection with a new collective negotiations agreement between the Board and the Monroe Township Education Association.
- Discussion regarding legal representation

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 Nov 18, 2020 - 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 DECEMBER 9, 2020

Subject A. NEXT SCHEDULED BOARD OF EDUCATION MEETING

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

Category 17. NEXT SCHEDULED BOARD OF EDUCATION MEETING DECEMBER 9, 2020

Access Public

Type

The next scheduled Board of Education Meeting is scheduled for December 9, 2020 7:00 p.m. at the Monroe Township High School.

18. ADJOURNMENT

Subject A. NOTES

Meeting	Nov 18, 2020 - 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 can do so by following the instructions below:

1. To make a public comment, please use the "raise hand" feature.
2. When you are called on to speak during public forum your microphone status will be set to UNMUTE. Please do not attempt to UNMUTE yourself as this may cause your microphone to stay MUTED.
3. When called upon, you will be given the option to share your device's camera with the rest of the panelists and attendees during your speaking time. If you choose to do this simply click the "video camera" icon.
4. After you are unmuted, please state your name and address. Each statement made by a participant shall be limited to four minutes' duration, or less, in accordance with Board Bylaw 0167.
5. After you are finished speaking you will be muted and your permission to share your camera will be disabled.
6. Please turn off the "raise hand" feature.

Members of the public may submit comments to submit@monroe.k12.nj.us via electronic mail or by written letter addressed to the Board Secretary. Public comments can be submitted up to eight hours prior to the start of the scheduled meeting. All submitted comments will be limited to four minutes' duration, or less in accordance with Board Bylaw 0167. Residents submitting comments will not be provided an opportunity to comment during Public Forum 1 or 2, as applicable.