

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

ATTENDANCE

Ms. Michele Arminio
Ms. Kathleen Belko
Ms. Karen Bierman
Mr. Ken Chiarella
Mr. Adi Nikitinsky
Mr. Andy Paluri
Ms. Rupa Siegel
Ms. Chrissy Skurbe
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

STUDENT BOARD MEMBER REPRESENTATIVES

Ms. Kayleigh Craver
Ms. Samaara Jain

ATTORNEY PRESENT

Mr. Vito Gagliardi, Porzio, Bromberg & Newman, P.C.

MEMBERS OF THE PUBLIC – approximately 104

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 February 12, 2021:

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 Ms. Belko and seconded by Mr. Tufano to approve the minutes for the Public Board of Education Meeting, January 04, 2021. Motion carried.

A motion was made by Mr. Tufano and seconded by Ms. Skurbe to approve the minutes for the Closed Session Meeting, January 04, 2021. Motion carried.

A motion was made by Mr. Tufano and seconded by Ms. Skurbe to approve the minutes for the Public Board of Education Meeting, January 20, 2021. Motion carried.

A motion was made by Mr. Tufano and seconded by Ms. Bierman to approve the minutes for the Closed Session Meeting, January 20, 2021. Motion carried.

Ms. Arminio welcomed the student board member representatives who are participating virtually for the first time this evening.

STUDENT BOARD MEMBERS' REPORT

Ms. Craver stated that the Hybrid classes have been working well. Ms. Craver reported that the Barclay Brook/Brookside PTO will be hosting a Harlem Wizard Night and a Virtual Paint Night. The PTO is looking for volunteers to create presentations for the upcoming Cultural Fair. Next, Ms. Craver reported that students at Barclay Brook and Mill Lake organized a Valentine's Day Card Drive for local assisted living facilities; for Black History Month, Woodland School is celebrating by creating a banner to honor the accomplishments of African Americans. Woodland's Physical Education Teacher Mr. Ross Schultz has created a challenge where students will count their steps to help them virtually walk to Camden Aquarium and several Mill Lake 1st and 3rd Grade students organized a sock drive. Lastly, Ms. Craver reported that at Applegarth School, the 5th Grade Student Council Representatives are reading books to the 4th Grade about the achievements of African Americans in honor of Black History Month. At Applegarth it is also Random Week of Kindness where they are creating bingo boards utilizing kind activities and they will be collecting food donations for McFoods until the end of March.

Ms. Jain reported that Oak Tree Elementary School will begin virtual fundraising for the American Heart Association, and they established a book exchange program which is placed in front of the school. Ms. Jain also reported that J.C. Pohl, author of Teen Truth, talked to the middle school students about different ways to build self-efficiency and resilience. At the High School, the Rho Kappa Honor Society is celebrating Black History Month by spotlighting famous New Jersey African Americans; the Environmental Action Club created a podcast called Every Action Counts; and the Science National Honor Society hosted Dr. Mike, a guest speaker, who discussed how he became a doctor and offered information to those who may be interested in the field.

Ms. Arminio asked Ms. Jain if there was anything that she wanted to offer or contribute. Ms. Jain stated that she was glad that families were able to vote on the mandatory afternoon issue. Ms. Jain added that by the afternoon sessions being optional, it now allows students to get more individualized personal instruction from their teachers for help if they choose.

PRESENTATION OF THE 2019/20 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Mr. Gerard Stankiewicz of the auditing firm of Samuel Klein and Company stated that the Board was previously provided a copy of the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance for fiscal year ending June 30, 2020. Mr. Stankiewicz provided a review of the CAFR and Management Report. Mr. Stankiewicz explained that the audit is a year-long event during which samples are taken from several areas including payroll, minutes, accounts payable, food service operation, capital projects, student activity funds, grant activity to ensure compliance, and bank reconciliations to ensure that they agree with the general ledger. Lastly, Mr. Stankiewicz stated that there were no recommendations and that the audit was an unmodified clean opinion.

Mr. Gorski presented highlights from the CAFR and AMR and stated that it will be posted on the district website for the public to view.

Mr. Paluri inquired how much of the excess surplus was related to savings resulting from the school closures. Mr. Gorski stated that the District realized some savings, but they were offset by a decrease in Falcon Care and Early Childhood Enrichment revenues and higher expenses due to costs related to the pandemic. Mr. Gorski estimated that the savings from the closure of schools which contributed to the excess surplus was around \$600,000 to \$700,000. Mr. Gorski added that instituting a purchase order freeze, the lack of snow removal, utilizing purchasing consortiums and competitive bidding added to the growth in excess surplus.

Mr. Paluri also inquired about the stats remaining the same as prior years for the population and per capita information listed within the CAFR. Mr. Stankiewicz explained that the source of that data is from the Census Bureau and their numbers have not changed he believes since 2010. Obtaining current data is one of the challenges faced. Mr. Stankiewicz added that he believes that an updated Census will be available near September 2021.

Regarding the loss in the Food Service Fund, Ms. Skurbe inquired about the statement of making up the loss with the net income from prior years and how much that loss was. Mr. Stankiewicz

reported that the loss was \$33,365 and explained the guidelines of utilizing prior year's earnings. Next, for the public's benefit, Ms. Skurbe requested that Mr. Stankiewicz explain the difference between this audit and a forensic audit. Ms. Arminio inquired how the randomizing of samples is performed.

Mr. Rutsky reminded the Board that this audit had no recommendations and no negative comments in a year that closed out in the chaos of this pandemic. Mr. Rutsky thanked and congratulated Mr. Gorski, Dr. Alvich, Dr. Layman and the business office staff.

A motion was made by Mr. Chiarella and seconded by Mr. Tufano to approve the following resolution by consent roll call: It is recommended that the members of the Monroe Township Board of Education accept and approve the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings - Financial, Compliance and Performance, and hereby approve and authorize the submission of the required Corrective Action Plan (C.A.P.) to the County Office indicating that there are no recommendations for fiscal year ending June 30, 2020. Roll call 10-0-0-0-0. Motion carried.

COMMITTEE REPORTS

Mr. Peter Tufano, Chairperson of the Buildings, Grounds & Transportation Committee, stated that the committee met on February 10th. The committee chair opened the meeting with a statement identifying the urgent need to address student growth. Prior to the meeting all members of the committee had been provided with the February 2020 demographic study. He then asked those members of the committee and administration who had attended a site visit to the Claremont Elementary School in Franklin Township to share their observations, thoughts, and opinions on the school. The consensus was that it was a beautiful well laid out school that had shortcomings in the area of the HVAC system and some floor finishes but overall, it was a construction type that the board members would like to see further researched and considered for future construction in Monroe. A lengthy and in-depth discussion followed amongst all members reviewing various options for construction to address student growth. Dr. Alvich provided a PowerPoint presentation which was a recap of previous design options reviewed by the Board in 2020. At the conclusion of the meeting, committee members offered suggestions to the chair for a resolution to be presented at the upcoming public meeting that would authorize administration to proceed with a limited design study and await direction from the Board.

A motion was made by Mr. Tufano and seconded by Ms. Skurbe to approve the following resolution by consent roll call:

As recommended by the Building Grounds and Transportation Committee of the Monroe Township Board of Education, I hereby move that the Board of Education: (1) Authorize and Direct Administration to engage in a Limited Design Study to explore the cost of construction of a new school facility similar to The Claremont Elementary School located in Franklin Township New Jersey, to be constructed on land owned by the Board located at 227 Applegarth Road, Monroe Township NJ and (2) Authorize and direct District Administration to solicit proposals for professional services including but not limited to the Architect and Cost Engineers previously contracted by Franklin Township Board of Education that designed The Claremont Elementary School for reasons of cost efficiency and consistency and (3) to Authorize and direct Administration to engage the District architect and engineer of record to update the project cost

estimates for additions to Barclay Brook School, Brookside School, and The Monroe Township High School. 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 this action of the Board of Education.

Mr. Paluri stressed concerns with not receiving the demographic report, utilizing the same architect and engineers that constructed the Franklin Park School, and the Board not going through the bidding process for the professionals. Mr. Gorski explained that the resolution is only requesting a design study to explore the costs not construct it. Mr. Gorski added that that the District participates in competitive contracting and the professionals that would conduct that study are exempt from the bidding process. Mr. Tufano added that for the benefit of the taxpayers, the committee is seeking this big-ticket item at the least possible cost to them.

Ms. Siegel inquired what it is about the Claremont School that makes the committee feel that it is a good fit for the District. Mr. Tufano responded that the school was constructed quickly, it is a steel building with brick, an inexpensive facility for the amount of use, and it would serve well in our District. Mr. Tufano added that there was concern with the heating system and the floor in the common area. Dr. Alvich highlighted some of the features that the school has as well as the areas of concern that Mr. Tufano reported. Mr. Paluri suggested holding another meeting where photos could be shared, and the committee could highlight some of the construction to possibly gain some comfort level for the taxpayers and other board members.

Ms. Belko called the question which was seconded by Mr. Nikitinsky. Mr. Gorski read the resolution again and took roll call. Roll call 9-1-0-0-0. Motion carried with Mr. Paluri voting no.

Ms. Chrissy Skurbe, Chairperson of the Policy Committee, stated that the committee met and reviewed the policies listed on the agenda this evening and reported the following:

Policy 0155/Board Committees: the committee added the Community Engagement and Communications Committee and requested that all committee meetings be recorded, and the language be added to the policy as well.

Policy 8310/Public Records: the committee changed the wording for the Accounting Supervisor/Office Manager to Assistant Business Administrator, recommended that OPRA Requests can be requested electronically, the OPRA Request form will be posted on the website, and that the Custodian of Records will acknowledge receipt of the request.

Regulation 8310/Public Records: the committee added the following to Section B: including but not limited to emails, text messages, and other forms of electronic communication. For number 8, the committee added that a request for records shall be in writing, hand delivered, mail, or sent electronically.

Policy 1648/ Restart and Recovery Plan: Appendix N corrected the end time of Oak Tree School to 12:55pm.

ByLaw 0164.6: no changes were recommended.

Ms. Siegel inquired about the costs associated with the committee meetings being recorded. Dr. Alvich reported that there will be additional cost for IT personnel.

Ms. Chrissy Skurbe, Chairperson of the Community Engagement & Communication Committee, reported that the committee met on February 9th. Mr. Nikitinsky was chosen to be vice chair for the committee. The committee spoke about building the public's trust through increasing communication and leveraging technology to increase communication. The committee requested utilizing the District's Facebook page to communicate with the public. The committee discussed advertising opportunities to bring revenue into the District. Lastly, Dr. Layman stated that community engagement and communication was at the heart of the strategic plan discussions, and he thinks this committee could mesh nicely and could work with the short, medium, and long-term goals set up in the strategic planning process. Ms. Arminio suggested this committee review and discuss that part of the strategic plan at future meetings. Dr. Alvich said it was something she was going to discuss later in the week at the meeting with School Boards.

Mr. Ken Chiarella, Chairperson of the Finance Committee, reported that the committee met and was provided a presentation of the Comprehensive Annual Financial Report and Auditor's Management Report. Mr. Chiarella thanked Mr. Gorski, Ms. Allen, and the Business Office team

Kathleen MacDonald, Director of Transportation requested to auction six 54 passenger busses made in years 2005 through 2008 through GovDeals.com. Mr. Chiarella reported that utilizing GovDeals.com has been shown to be more lucrative than trading them in.

Mr. Chiarella reported that the committee was updated on the breakfast and lunch program. In January, the District served 10,709 breakfasts over fourteen days. They are now serving 765 breakfast and lunch meals daily, exceeding the predicted amount of 625. Profit from this initiative is now expected to be \$80,000. The committee was pleased with the results. Mr. Chiarella stated that it is important to remember that it is not all about making a profit, the district is providing a tremendous service to the families and hopes that no stigma is shown to those utilizing it.

Next, Mr. Chiarella thanked Mr. Rutsky and Kerryann Holster, Jamesburg Board Member, for attending the meeting and providing pertinent details of the Jamesburg Settlement Agreement. Mr. Chiarella reported that Jamesburg has been over budgeted on tuition beyond actual costs for the last few years; they paid an additional \$100,000 out of surplus to get the indebtedness down; and paid for more students than they have been sending. Next, Mr. Chiarella reported that the indebtedness at its high was 1.9 million and is now down to 1.5 million. Lastly, Mr. Chiarella reiterated that the students from Jamesburg are district students and are and should be viewed equally as the Monroe resident students are.

Mr. Paluri inquired if the District has received the Township Tax Payment. Mr. Gorski responded that the District received fourteen out of the nineteen million dollars due for the February payment. Mr. Gorski further reported that he received a call from Mr. George Lang, Township CFO, explaining that the shortage was due to the pandemic impacting the collection of tax revenues as well as the snowstorm, which prevented residents from paying their taxes. Mr.

Lang advised that the shortfall would be made good in approximately two weeks' time. Pursuant to Ms. Arminio's request, Mr. Gorski inquired what the percentage of residents paying their taxes was and he reported that it was approximately 97%. Mr. Gagliardi recommended sending a demand letter to the Township as a prerequisite should the need for legal action become necessary. Ms. Arminio suggested that Mr. Gorski draft a non-adversarial letter with Mr. Gagliardi's assistance.

Ms. Kathleen Belko, Chairperson of the Curriculum Committee, reported that the committee met earlier this evening and reported the following:

Administration and the Board received some questions from the community regarding curriculum and reported that administration will be sharing information regarding that at a future curriculum committee meeting.

Dr. Calella presented the committee with a proposed formation of an Adelante Club, a club that would be open to all students interested in experiencing Hispanic and Latinx heritage and culture through social gatherings that provide an array of activities, such as cultural presentations, holiday celebrations, and community outreach. Currently they are doing a pilot with this program.

The committee was presented with Class Craft, which is an interactive application used to enhance student engagement in both social emotional learning through a reward system that is woven into a role-playing game where students earn rewards through meeting teacher goals and objectives. Ms. Belko added that this is currently a pilot program that 100 to 200 students could participate in through the end of this school year. There will be a cost for this next year if the Board moves forward with it for next year.

Next, Ms. Susan Gasko presented curriculum documents for Dynamics of Geometry. The math series is taught with project-based learning and differentiated activities. Technology sections can be embedded in for remote learning and suggestions to guide teachers who may be new to this environment. Specific technology-based activities can be used in person or remotely.

Next, Mr. Randy Flaum presented on the Practical Communication program for the TAPS Program (students that have aged out of 9th-12th). The curriculum for students with disabilities is designed to provide instructional and social opportunities in situations. Ms. Belko reported that this curriculum has helped during the on-line environment. Students have had time to work on speaking, listening, cooperation, interpersonal communication, self-management, empathy, and conflict management skills.

Dr. Layman informed the committee that technology department looking at making the Course of Studies interactive which could make it more user friendly for the student and parents as they build their schedules.

Mr. Adi Nikitinsky, Chairperson of the Personnel Committee, reported that the committee met and reviewed some leave replacement positions and the vacancy report. Mr. Nikitinsky further

reported that the Board will be reviewing eight resumes for the in-house counsel position this evening.

PUBLIC FORUM

Doug Poye 4 Tamarack Road – inquired if the Claremont School is an elementary or middle school and if the proposed school would be built on the Applegarth property. Regarding Mr. Tufano’s resolution, Mr. Poye inquired why there would be additions made to Barclay Brook and Brookside Schools because enrollment at those schools has dropped over the last four years.

Brian Fabiano 19 Patricia Place – inquired what the current enrollment is for Jamesburg students is and if they are below the 10% limit to have a sitting sending district representative on the board. Mr. Fabiano stated that he was pleased to hear that the Communication Committee is looking to increase communication and utilize the district’s Facebook page. Lastly, Mr. Fabiano inquired why there has not been any communication regarding the recent acts of racism with the Zoom incident.

Ravi Cheruvu 14 Byrne Court – stated that last year some board members went to visit a school in Edison to compare for a Monroe project and requested multiple bids of contractors to avoid any conflicts and now they want to proceed with this project with only one architect. Mr. Cheruvu questioned why and reminded the Board that they should not compromise quality by going cost effectively because fast and cheap will not result in good quality.

Michael Olesky 50 Mayberry Avenue – inquired if the first public forum can be held before any Board action is taken. Mr. Olesky also inquired if there is a written remaining life assessment for Applegarth School and what is the long laundry list of major projects in the district that need to be completed. Mr. Olesky asked that they be further defined with costs and a schedule. Lastly, Mr. Olesky suggested developing a maintenance plan.

Pradeep Melam 4 Jake Place – regarding the financial audit, Mr. Melam inquired about a 10% discount that was given to Jamesburg for transportation fees.

Sarah Aziz 3 Launcelot Drive – recommended that the Board receive a cost break out for each project in the design study, adding that the combined project could cost one hundred million dollars and the district may not be able to pass a referendum that high. Next, Ms. Aziz reminded the Board that Claremont School was built in 2014 and the cost to build that school in 2021 would be considerably higher. Lastly, Ms. Aziz inquired if all the policies and bylaws that are being revised by the committee are subjected to attorney review prior to being submitted for approval.

Charles Dipierro 404 Spotswood Gravel Hill Road – stressed concern regarding the short fall with the tax payment from the township and inquired when the five million dollars is expected. Mr. Dipierro inquired how much money was collected from the CARES Act in 2020.

Prakash Parab 33 Dayna Drive – inquired what the cost per student is in Jamesburg School District. Mr. Parab also inquired if the curriculum is offering options for students that are interested in electrical and plumbing as there currently is a shortage in those fields. Next, Mr.

Parab stated that the governor passed a resolution that districts must continue to pay contractors for special education during the pandemic and inquired if those contractors are actually working or just being paid and if they aren't being paid how much is it saving.

Betty Saborido 2 Barrymore Drive – expressed concern regarding a comment that was made during a committee meeting where the term highflyer was used to describe students.

The Board took a five-minute recess and returned to public at 10:22 p.m.

ASSISTANT SUPERINTENDENT REPORT

Dr. Layman thanked the staff, parents, and community for all their efforts during this pandemic.

Dr. Layman reported that the state assessments including the NJ SLA and DLM Assessments have been delayed and will not occur before April 5th. Next, Dr. Layman reported that he and Dr. Alvich attended a Stem Honors Research Presentation today where students displayed projects they developed.

Dr. Layman reported on the following clubs:

Members of the National English Honor Society (NEHS) served as guest readers on Zoom, for Applegarth, Brookside, Oak Tree, and Barclay Brook Schools. Members are also participating in the Reading Buddies Program run by the Monroe Public Library. In this program, our NEHS students are helping young children with reading stories, reading comprehension, and learning vocabulary. Those same members are participating in a Senior Pen Pal Program in which they write letters to cheer up the local senior citizens who have been particularly hard hit and isolated by the pandemic.

STEM professionals are scheduled to talk to the Science National Honor Society about their careers and have a question-and-answer session in the next few weeks.

Thirty students on the Economics and Finance Team successfully competed in the Wharton High School Challenge, a global investment strategy competition for high school students run by the University of Pennsylvania. This year there were nearly 1,000 teams representing over 35 countries competing.

The Middle School Percussion Ensemble did a phenomenal job with their presentation of individual performances.

SUPERINTENDENT'S REPORT

2020-2021 EDUCATIONAL SUPPORT PROFESSIONAL OF THE YEAR

Dr. Alvich stated that due to the pandemic the presentation of the 2019/21 Educational Support Professional of the Year was not able to be held at in-person meeting. Dr. Alvich reported that each recipient will receive a plaque and then provided a slide presentation and congratulated the following award recipients:

Educational Support Professional of the Year

Ava Purcell

Applegarth

Janet Hyman	Barclay Brook
Rosemary Otero	Brookside
Wendy Cerbie	Central Office
Theresa Eustaquio	Middle School
Kris Cauda	Mill Lake
Thomas Chepulis	High school
Marc Jimenez	Oak Tree
Margaret Nesby	Transportation
Sandy Brillantes-Hess	Woodland

Dr. Alvich shared a presentation on Social & Emotional Learning (SEL) and all the great programs throughout the district. The presentation included some of the practices that the Whole Child Committee are using to support the social and emotional needs of the students.

Next, Dr. Alvich reported that 56 staff members and 155 students tested positive for Covid-19 and 21 staff members and 57 students were required to quarantine due to their possible exposure. The weekly positive cases in the township are going down and there is a possibility that the district schools may be able to open more days in the future.

PERSONNEL

A motion was made by Mr. Paluri and seconded by Ms. Skurbe that Personnel Items A-AH 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. Paluri and seconded by Mr. Tufano that Board Action Items A-O 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. Tufano and seconded by Ms. Belko that Board Action Items A-G 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

Ms. Arminio reported that in an effort to make some positive changes there may be some changes to the committee meetings and times. Regarding a comment made during public forum, requesting the placement of the public forum on the agenda, Ms. Arminio stated that they will keep that in mind and try to make some changes to address it.

OTHER BOARD OF EDUCATION BUSINESS

Mr. Tufano reported that Mayor Dalina expressed interest with working together with the Board to better our school system and community.

A motion as made by Mr. Tufano and seconded by Ms. Bierman that the members of the board of education extend an invitation to Mr. Stephen Dalina, Mayor of Township of Monroe, to attend the April board of education meeting to discuss the master plan and its impact on enrollment. It is further recommended that the Board Secretary and Board President draft a letter inviting him. Roll call 10-0-0-0-0. Motion carried.

Mr. Paluri spoke about a public outcry regarding a recent attack against the Sikh community and students during a middle school zoom presentation. Mr. Paluri stated that the community does not feel that the school leadership is taking accountability and called on the perpetrators to be held accountable for their misconduct.

Next, Mr. Paluri reported that he was approached by a physician association that is conducting pre Covid-19 testing free of charge and will forward that information to Dr. Alvich.

Mr. Rutsky thanked Dr. Alvich and Dr. Layman for their work on the Social & Emotional Learning Initiatives. Next, Mr. Rutsky reported and congratulated student Anthony Riccardella who rolled a 300 in a bowling game last week. Lastly, Mr. Rutsky said that he understands that according to statute, the Board is not required to have a representative from Jamesburg if the percentage of students drop below 10%, but they can if they choose and that would speak volumes to the character of the Board that votes.

Ms. Arminio reported that she and Mr. Gagliardi had a discussion regarding utilizing the option of extending the agreement with the Porzio, Newman and Bromberg until March 31st while interviews are being conducted for the in-house counsel position. Mr. Gagliardi suggested rather than voting every month on extending the agreement with them, the Board could pass a resolution to extend the agreement to June 30, 2021 and once an in-house attorney is in place create a mechanism where they are not authorized to do anything unless the Board specifically authorizes them in writing to.

A motion was made by Ms. Belko and seconded by Mr. Tufano that the Board of Education extend the contract with the Porzio firm through June 30, 2021, subject to specific authorization from the Board President as to the services the firm would provide once an in-house counsel is in place. Roll call 10-0-0-0-0. Motion carried.

PUBLIC FORUM

Andrea LoSacco - (comment submitted electronically)

Please have no illusions about the quality of on-line learning vs in person. Monroe Twp. might be better than some, but that is a very low bar. The children are suffering mental health as well as academic effects that may take years to correct. Honor roll students are now failing. The science supports getting kids back full time! Demand a plan for a QUICK return of all students to a full day of learning!

Steve Riback 23 Riviera Drive - (comment submitted electronically)

I'd like to thank the board for considering the proposed plan to replace the Applegarth School. As you know that plan was probably the most popular one being considered by the last BOE but

on hold because of the pandemic and economic conditions at the time. It also had the support of Dr. Alvich. A lot of discussion and work went into it and I think it's a plan that meets the needs of our community.

Now, the information you brought back on the Claremont School in Franklin Park looks interesting, but I did note a red flag: the biggest problem there is the HVAC system which was recommended by their architect. Why would you want to consider using that firm after clearly making such a costly error in judgement? The firm we used for the high school was spot on. The building came in ahead of schedule and under budget with no structural/engineering problems.

Regina Giacomini 27 Bard Drive - (comment submitted electronically)

I would like my questions to be read by Mr. Gorski and all to be read before any of them are answered.

1. What is the district going to do to help our special needs population get back everything they have lost during the pandemic? At this point I don't feel that additional therapy is enough and want to encourage you to extend ESY to include the full summer

2. Will the necessary work needed at the Middle School including the roof be part of the next referendum and will there be a new adhoc committee created?

3. Since Mr. Nikitinsky does work through his personal company for the MTEA doesn't that make him a conflicted board member meaning he cannot vote on the union contract nor be a part of the negotiation process? If not, can you please explain why.

Sarah Aziz 3 Launcelot Drive – stated that she hopes the changes to the committee meetings that was mentioned earlier include Mr. Paluri and Mr. Rutsky being assigned to the finance and bg&t committees. Ms. Aziz also stated that she was shocked and sadden by the raciest attack on the Sikh students and hope that the perpetrators are held accountable.

Tim Eosso 2 Allison Court – reported that he met with Drs. Alvich and Layman and Athletic Director Sean Dowling regarding political and parental interference with sports and clubs. Mr. Eosso requested that there be an investigation regarding the letter he and his wife sent.

Brian Fabiano 19 Patricia Place – requested the Ms. Arminio refer to board policy 141.2 Section 3 regarding the sending district representation. Mr. Fabiano inquired why Mr. Gorski choose to provide a 10% discount to Jamesburg for transportation instead of applying that savings to their indebtedness. Mr. Fabiano stated that the raciest Zoom incident needs to be addressed by the superintendent not the school principal, as the community needs to know what the district stands for. Lastly, Mr. Fabiano cautioned board members about speaking out on social media.

Pradeep Melam 4 Jake Place – inquired how much savings (dollar amount) in fuel costs with our contractors did the district realize and how much was given to Jamesburg.

Prakash Parab 33 Dayna Drive – spoke regarding the raciest attack on the Sikh community through the zoom presentation. Mr. Parab spoke about school funding. Next, Mr. Parab stated that he was pleased to hear that the Board will invite the mayor to a meeting. Lastly, Mr. Parab stated that it is wrong that the schools are opening with teachers that cannot get vaccinated.

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):

- Harassment, Intimidation and Bullying
- Review of applications for In-House Counsel

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. Paluri and seconded by Mr. Tufano that the members of the Board of Education go into closed session. Motion carried.

Adjourned to Closed Session at 11:42 p.m.

Returned to Public Meeting at 12:04 a.m.

PUBLIC FORUM - None

NEXT PUBLIC MEETING

Ms. Arminio stated that the next public meeting of the Monroe Township Board of Education will convene at 7:00 p.m. on Monday, February 22, 2021.

ADJOURNMENT

A motion was made by Ms. Belko and seconded by Ms. Bierman that the meeting be adjourned. Motion carried. The public meeting adjourned at 12:06 a.m.

Respectfully submitted,



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



Wednesday, February 17, 2021
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	Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	3. ROLL CALL
Access	Public
Type	Information
Ms. Michele Arminio Ms. Kathleen Belko Ms. Karen Bierman Mr. Ken Chiarella Mr. Adi Nikitinsky Mr. Andy Paluri Ms. Rupa Siegel Ms. Chrissy Skurbe 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 Feb 17, 2021 - 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 February 12, 2021:

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.

5. APPROVAL OF MINUTES

Subject A. APPROVAL OF MINUTES

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 5. APPROVAL OF MINUTES

Access Public

Type Information

Public Board of Education Organizational Meeting, January 4, 2021
 Closed Session Meeting, January 4, 2021
 Public Board of Education Meeting, January 20, 2021
 Closed Session Meeting, January 20, 2021

Executive File Attachments

[Draft 01.04.21 Public Minutes.pdf \(195 KB\)](#)
[Draft 01.04.21 Closed Session Minutes.pdf \(99 KB\)](#)
[Draft 01.20.21 Public minutes.pdf \(245 KB\)](#)
[Draft 01.20.21 Closed Session Minutes.pdf \(45 KB\)](#)

6. STUDENT BOARD MEMBERS' REPORT

7. PRESENTATIONS

Subject **A. PRESENTATION OF THE 2019/20 COMPREHENSIVE ANNUAL FINANCIAL REPORT**

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 7. PRESENTATIONS

Access Public

Type

PRESENTATION OF THE 2019/20 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Executive File Attachments
[CAP 19.20.pdf \(130 KB\)](#)

8. COMMITTEE REPORTS

9. PUBLIC FORUM -AGENDA ITEMS ONLY

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

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 9. PUBLIC FORUM -AGENDA ITEMS ONLY

Access Public

Type

See Note 3.

10. ASSISTANT SUPERINTENDENT'S REPORT

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

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 10. ASSISTANT SUPERINTENDENT'S REPORT

Access Public

Type

11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Subject **A. PRESENTATION 2020-2021 EDUCATIONAL SUPPORT PROFESSIONAL**

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type

Subject **B. ENROLLMENT**

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

II. ENROLLMENT

Schools	1/31/21	1/31/20	1/31/19	1/31/18	1/31/17
Applegarth	453	443	444	412	372
Barclay Brook	301	329	334	346	365
Brookside	403	417	401	413	425
Mill Lake	457	543	551	575	601
MTMS	1788	1783	1713	1663	1659
Oak Tree	774	745	726	690	687
Woodland	313	308	352	411	416
High School	2466	2402	2328	2302	2166
Total	6955	6970	6849	6812	6691

OUT OF DISTRICT STUDENTS

School	Monroe			Jamesburg		
	December	January	Difference	December	January	Difference
Academy Learning Center	7	7		3	3	
Archway Upper	1	1				
Bridge Academy	1	1				
Center for Lifelong Learn	4	4				
Center School	1	1				
Coastal Learning Center				1	1	
Cornerstone Day School	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	2	2				
Newgrange School	1	1				
Newmark Elementary	0	0				
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	41	41		5	5	

STAFF ENROLLMENT

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	5
Payroll	3
Benefits	1
Legal	
Board Attorney	0
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	558.5
Classroom Paraprofessionals/Media Ctr	
Paraprofessionals - Full-time	115
Paraprofessionals - Part-time	41
Media Coordinator	4
Educational Services Professionals	
LDTC	8
School Social Worker	7
School Psychologist	12
Physical Therapist	2
Occupational Therapist	6
Behavior Specialist/BCBA	2
Nurse	14
Media Specialist	8
School Counselor	22
Reading Specialist	6
SAC	1
Speech	16
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	67
Transportation	
Director	1

Coordinator	1
Specialist	1
Dispatcher	0
Secretary	1
Driver	65
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	35
Falcon Care/ECE	
Director	1
Clerk	1
Teacher/Teacher Aides	5
Site Coordinator, Group Leader, Asst Group Leader (Part-time)	24
Total District Staff as of 2/1/2021	1166

Subject**C. HOME INSTRUCTION**

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

III. HOME INSTRUCTION

ID #	School	Grade	Reason	Home Instruction Report	Effective Date	End Date
79109	MTHS	12	CST	McDonald, Harris, Ballard, Alagna	9/3/2020	
91198	OTS	5	CST	Rubenstein/Seitz	9/3/2020	
85602	MTHS	12	Medical	Wolk, Whinna, ESCNJ	9/2/2020	
85433	MTHS	12	Medical	McGrory, Di Meola, Donovan, Lyons, ECSNJ	10/2/2020	
93509	MTHS	11	Medical	New Home IBHC	11/9/2020	12/22/2020
83666	MTHS	12	Medical	Youngblood, Warner, Jessop, ESCNJ	10/28/2020	
86900	MTHS	9	Medical	DeMarco	12/2/2020	
92518	AES	5	Medical	Poland	12/23/2020	
86815	MTHS	9	Medical	LearnWell	1/12/2021	1/15/2021

Subject**D. FIRE/LOCKDOWN DRILLS**

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

IV. FIRE/LOCKDOWN DRILL

Applegarth School -----	January 27, 2021
Barclay Brook School -----	January 22, 2021
Brookside School -----	January 29, 2021
Mill Lake School -----	January 29, 2021
Monroe Middle School-----	January 27, 2021
Oak Tree School -----	January 21, 2021
Woodland School -----	January 21, 2021
Monroe High School -----	January 21, 2021

Lockdown

Applegarth School-----	January 29, 2021
Barclay Brook School-----	January 20, 2021
Brookside School -----	January 25, 2021
Mill Lake School -----	January 22, 2021
Monroe Middle School-----	January 29, 2021
Oak Tree School -----	January 25, 2021
Woodland School -----	January 19, 2021
Monroe High School -----	January 21, 2021

Subject E. PERSONNEL

Meeting Feb 17, 2021 - 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 AH

V. PERSONNEL

- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Susanna Sullivan**, teacher of Language Arts at MTMS, effective June 30, 2021.
- B. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Natalie Michael**, teacher of grade 4 at Woodland School, effective June 30, 2021.
- C. It is recommended that the Board accept the resignation of **Ms. Millie Donofrio**, bus driver in the Transportation Department, retroactive to January 1, 2021.
- D. It is recommended that the Board accept the resignation of **Mr. Donald Seevers III**, custodian at the High School, effective February 16, 2021.
- E. It is recommended that the Board accept the resignation of **Ms. Nichol Mihalenko**, Payroll Coordinator for the District, effective March 4, 2021.
- F. It is recommended that the Board accept the resignation of **Mr. Andrew Biroc**, Group Leader at Falcon Care, retroactive to February 8, 2021.
- G. It is recommended that the Board rescind the contract of **Ms. Lauren Petillo**, kindergarten leave replacement at Mill Lake School, retroactive to January 19, 2021.

- H. It is recommended that the Board approve a medical leave of absence to **Mr. Jim Simmonds**, maintenance mechanic for the District, retroactive to January 20, 2021 through January 29, 2021. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Mr. Simmonds may be entitled.
- I. It is recommended that the Board approve a medical leave of absence to **Mr. Eric Pettersson**, lead custodian at Woodland School, retroactive to January 4, 2021 through January 18, 2021. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Mr. Pettersson may be entitled.
- J. It is recommended that the Board approve a medical leave of absence to **Mr. David Tessein**, custodian at Mill Lake School, retroactive to January 28, 2021 through February 10, 2021. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Mr. Tessein may be entitled.
- K. It is recommended that the Board approve a medical leave of absence to **Ms. Jocelyn Munoz**, Site Coordinator at Falcone Care, retroactive to February 1, 2021 through February 19, 2021. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Munoz may be entitled.
- L. It is recommended that the Board approve a medical leave of absence to **Ms. Sara Munoz**, Assistant Group Leader Falcone Care, retroactive to February 1, 2021 through February 10, 2021. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Munoz may be entitled.
- M. It is recommended that the Board approve a medical leave of absence to **Ms. MaryAnn Morelli**, purchasing secretary in the Business Office, retroactive to January 28, 2021 pending further action of the Board. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Morelli may be entitled.
- N. It is recommended that the Board approve a medical leave of absence to **Ms. Maria Bartomeo**, paraprofessional at MTMS, retroactive to February 1, 2021 through February 15, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Bartomeo may be entitled to.
- O. It is recommended that the Board approve a medical leave of absence to **Ms. Stacey D'Aversa**, media coordinator at Mill Lake School, retroactive to February 1, 2021 through February 15, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. D'Aversa may be entitled to.
- P. It is recommended that the Board approve a medical leave of absence to **Ms. Suzanne Goff**, paraprofessional at MTHS, retroactive to February 1, 2021 through May 31, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Goff may be entitled to.
- Q. It is recommended that the Board approve a medical leave of absence to **Ms. Diane Matthews**, security at MTHS, retroactive to January 25, 2021 through February 9, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Matthews may be entitled to.
- R. It is recommended that the Board approve an extended medical leave of absence to **Mr. Michael Shearn**, maintenance/custodian for the District, retroactive to January 4, 2021 through February 8, 2021. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Mr. Shearn may be entitled.
- S. It is recommended that the Board approve an extended medical leave of absence to **Ms. Jamie Neues**, teacher of language arts at the High School, retroactive to February 16, 2021 pending further action of the Board, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Neues may be entitled to.
- T. It is recommended that the Board approve a medical leave of absence to **Mr. Geoffrey Szeto**, teacher of special education at Brookside School, retroactive to January 25, 2021 through February 5, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Mr. Szeto may be entitled to.

- U. It is recommended that the Board approve a maternity leave of absence to **Ms. Katherine Sheppard**, teacher of language arts at MTMS, effective April 26, 2021 through November 19, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Sheppard may be entitled to.
- V. It is recommended that the Board approve a maternity leave of absence to **Ms. Tanya D'Agostino**, teacher of grade 4 at Applegarth School, effective May 21 2021 through June 17, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. D'Agostino may be entitled to.
- W. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Trisha Abrams**, teacher of grade 3 at Mill Lake School, effective March 26, 2021 through June 30, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Abrams may be entitled to.
- X. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Ashley Shur**, teacher of grade kindergarten at Mill Lake School, effective March 2, 2021 through June 15, 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, 2020 through June 30, 2023. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Shur may be entitled to.
- Y. It is recommended that the Board approve an unpaid intermittent leave of absence under FMLA/NJFLA to **Ms. Laura Coletti**, teacher of Culinary Arts at MTMS, retroactive to February 1, 2021 through February 27, 2021. Ms. Coletti's unpaid days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et. seq., as appropriate.
- Z. It is recommended that the Board approve an extended medical leave of absence to **Ms. Catherine Ahimovic**, Assistant Group Leader at Falcon Care effective April 17, 2021 through June 30, 2021. 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.
- AA. It is recommended that the Board approve an unpaid leave of absence under NJFLA to **Mr. Michael Cappel**, teacher of science at MTMS, retroactive to February 1, 2021 through March 19, 2021.
- AB. It is recommended that the Board approve the following certificated staff as Mentors and PD Trainers for the 2021-2022 school year:
- MENTOR**
Ralph Zamrzycki - High School
- PD Trainer**
Raquel Longo - Oak Tree
- AC. It is recommended that the Board approve the following salary guide changes retroactive to February 1, 2021 through June 30, 2021:
- Cori D'Albero - Step 4 BA+15
Karen Berecsky - Step 10A MA
Mary Babin - Step 4 MA
Sarah Cummings - Step 7 MA
Samantha Casarella - Step 7 MA
Meaghan Ewanis - Step 4 BA+15
- AD. It is recommended that the Board appoint **Ms. Magdalena Fidura**, Acting Principal at Mill Lake School at a salary of \$111,086, prorated effective March 1, 2021 through June 30, 2021 (account no. 11-000-240-103-000-040).
- AE. It is recommended that the Board appoint **Ms. Kelly Grotrian**, Acting Assistant Principal at Barclay Brook/Mill Lake Schools, at a salary of \$96,681 prorated effective March 1, 2021 (pending successful completion of pre-employment requirements) through June 30, 2021 (account no. 11-000-240-103-000-020 50% 11-000-240-103-000-040 50%).
- AF. It is recommended that the Board approve the following certificated staff on the following step on guide (*pending satisfactory completion of pre-employment requirement):

Name	School	Position	Salary	Date	Acct No.	Reason
Christine Eberhard*	Applegarth	Teacher of Physical Ed.	Step 7A MA 40% \$59,762+\$3450 pro rated	2/18/21-6/30/21	11-120-100-101-000-050	Resignation replacement tenure track
Caitlin Somma*	District	Social worker	Step 5 MA \$58,312 115% +\$3450 prorated less 10 days in the summer	4/19/21-6/30/21	11-000-219-104-000-093	Retirement replacement Tenure track
Krysti Brandt	District	Board Certified Behavior Analyst	Step 6 MA 54,852+\$3450 115% less 10 days in summer	TBD-6/30/21	11-000-219-104-000-093	Transfer to resignation position
Ashley Speers*	Mill Lake	Teacher of kindergarten	Step 1 BA \$51,797 pro rated	3/1/21-6/15/21 or until such time as the classroom teacher returns	11-110-100-101-000-040	Leave replacement
Michael Quint	MTMS	Teacher of Science	Step 1 BA \$51,797 pro rated	Retroactive to 2/1/21-3/23/21 or until such time as the classroom teacher returns	11-130-100-101-000-080	Leave replacement
Gayle Rubinstein	MTMS/OT	Teacher of Music	Step 1 BA \$51,797 pro rated	2/17/21-3/2/21 or until such time as the classroom teacher returns	11-130-100-101-000-080 50% 11-120-100-101-000-060 50%	Leave replacement extension of contract
Nicole Glessman	Brookside	Teacher of grade 4	Step 1 MA \$51,797+\$3450 prorated	Retroactive to 2/10/21-4/9/21 or until such time as the classroom teacher returns	11-120-100-101-000-020	Leave replacement extension of contract
Nicole Tolnes	Mill Lake	Teacher of grade 3	Step 1 MA \$51,797+\$3450 pro rated	3/27/21-6/30/21 or until such time as the classroom teacher returns	11-120-100-101-000-040	Leave replacement extension of contract
Rochelle Kapel	MTMS	Teacher of Spec. Ed.	17% additional contract	Retroactive to 12/7/20-6/30/21	11-213-100-101-000-080	Correction in dates
Ashlee Kovacs	MTMS	Teacher of Spec. Ed.	17% additional contract	Retroactive to 12/7/20-6/30/21	11-213-100-101-000-080	Correction in dates
Lauraine Wright	MTMS	Teacher of Spec. Ed.	17% additional contract	Retroactive to 12/7/20-6/30/21	11-213-100-101-000-080	Correction in dates
Kerri Kirchner	MTMS	Teacher of Spec. Ed.	17% additional contract	Retroactive to 12/7/20-6/30/21	11-213-100-101-000-080	Correction in dates
Frank Bonich	MTMS	Teacher of	17% additional	Retroactive	11-130-	Rescind –

		Health/Physical Education	contract	to 11/30/20-1/8/21	100-101-000-080	duplicate appointment
Misty Drake	MTMS	Teacher of Health/Physical Education	17% additional contract	Retroactive to 11/30/20-1/8/21	11-130-100-101-000-080	Rescind – duplicate appointment
Gary Snyder	MTMS	Teacher of Health/Physical Education	17% additional contract	Retroactive to 11/30/20-1/8/21	11-130-100-101-000-080	Rescind – duplicate appointment
Salvatore Profaci, Jr.	HS	Teacher of Business	Step 1 MA \$51,797+\$3450	Retroactive 2/1/21-6/30/21	11-140-100-101-000-070	Modification in salary
Kathy Czizik	Mill Lake	Kindergarten	51% additional contract	Retroactive to 2/1/21-2/12/21	11-110-100-101-000-040	Leave replacement
Kerry Curran	HS	Head softball coach	Step 1 \$7205	Spring 2021	11-402-100-100-000-070	stipend
Martin Griffin	HS	Instrumental Music afterschool support	Instructional rate \$53.87 for 2 hours per week	Retroactive to 1/28/21-4/13/21	20-231-100-101-000-070	Title funds new position
Christopher Ciarlariello	HS	Instrumental Music afterschool support	Instructional rate \$53.87 for 2 hours per week	Retroactive to 1/28/21-4/13/21	20-231-100-101-000-070	Title funds new position
Arielle Siegel	HS	Chorus/Music Theory after school support	Instructional rate \$53.87 for 2 hours per week	Retroactive to 1/28/21-4/13/21	20-231-100-101-000-070	Title funds new position
Diane Kaiser	HS	ELL Language Arts afterschool support	Instructional rate \$53.87 for 2 hours per week	Retroactive to 1/28/21-4/13/21	20-231-100-101-000-070	Title funds new position
Emily Martin	HS	ELL Language Arts afterschool support	Instructional rate \$53.87 for 2 hours per week 50%	Retroactive to 1/28/21-4/13/21	20-231-100-101-000-070	Title funds new position
Sarah Adams	HS	ELL Language Arts afterschool	Instructional rate \$53.87 for 2 hours per week 50%	Retroactive to 1/28/21-4/13/21	20-231-100-101-000-070	Title funds new position
Nancy Markwell	MTMS	Teacher of math	22.7% additional contract	Retroactive to 9/9/20-1/22/21	11-130-100-101-000-080	Leave position - correction
Laurie Budrewicz	MTMS	Teacher of math	22.7% additional contract	Retroactive to 9/9/20-1/22/21	11-130-100-101-000-080	Leave position - correction
Bart Mix	MTMS	Teacher of math	22.7% additional contract	Retroactive to 9/9/20-1/22/21	11-130-100-101-000-080	Leave position - correction
Laurie Budrewicz	MTMS	Teacher of Math	22.7% additional contract	Retroactive to 1/25/21-6/30/21	11-130-100-101-000-080	Leave position - correction
Nancy Markwell	MTMS	Teacher of Math	22.7% additional contract	Retroactive to 1/25/21-6/30/21	11-130-100-101-000-080	Leave position - correction
Parker Schmidt	MTMS	Teacher of Math	22.7% additional contract	Retroactive to 1/25/21-6/30/21	11-130-100-101-000-080	Leave position - correction

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

Name	School	Position	Salary	Date	Acct No.	Reason
Sebastian Mroz*	Oak Tree	Custodian	Entry level second shift \$20.72+\$1.00 sec. shift for 8 hours/day	3/1/21-6/30/21	11-000-262-100-000-060	Transfer replacement

Ilyssa Schwartz*	Barclay Brook	Spec. Ed. Para	Step 1 Spec. Ed +toileting and ed degree \$14.32+\$2.00+\$2.50+\$1.00 for 3.75/hrs	3/1/21-6/30/21	11-212-100-106-000-010	Resignation replacement
Michelle Ferguson	Oak Tree	Para – main office	Step 4 Reg. \$14.75 for 3.75/hrs.	Retroactive to 2/1//21-6/30/21	11-000-262-107-000-060	Change in start date
Ryan McDonald	MTMS	Para – Autistic	Step 4 Spec. Ed+toileting+ed. Degree. \$14.75+\$2.00+\$2.50+\$1.00 for 6.75 hrs.	Retroactive to 9/1/20-6/30/21	11-214-100-106-000-080	Correction
Kevin Mayne	Mill Lake	Custodian	Boiler license premium \$750	Retroactive to 11/4/20-6/30/21	11-000-262-100-000-040	Salary adjustment
Jacquelyn Butkiewicz	Mill Lake	Para – Kindergarten	Step 4 Reg. \$14.75 for 6.75 hours	Retroactive to 1/11/21-3/3/21	11-190-100-106-000-040	Leave replacement
Erica Frank	Mill Lake	Spec. Ed. Para Aut.	Step 2 Spec. Ed.+toileting+ed degree \$14.42+\$2.00+2.50+\$1.00 for 3.75 hrs.	Retroactive to 2/1/21-6/30/21	11-214-100-106-000-040	Resignation replacement - transfer
Lisa Church	MTMS	Spec. Ed Para	Hourly step on guide for 1.5 hours per after school club activity	Retroactive 1/25/21-6/4/21	11-213-100-101-000-080	After school clubs
MaryAnn Loschiavo	MTMS	Spec. Ed Para	Hourly step on guide for 1.5 hours per after school club activity	Retroactive 1/25/21-6/4/21	11-213-100-101-000-080	After school clubs
Dina DiMatteo-Avitto	MTMS	Spec. Ed Para	Hourly step on guide for 1.5 hours per after school club activity	Retroactive 1/25/21-6/4/21	11-213-100-101-000-080	After school clubs
Andrew Biroc	Falcon Care	Group Leader	\$16 hr for 5.5 hrs.	Retroactive to 2/4/21-2/5/21	65-990-320-100-000-098	change in start date
Sandra Micciulla	HS	Spec. Ed. Para	\$1.00/hr for ed degree	Retroactive to 2/1/21-6/30/21	11-213-100-106-000-070	Modification in salary
Kristine Brown	Oak Tree	Spec. Ed. Para	\$1.00/hr for ed degree	Retroactive to 2/1/21-6/30/21	11-213-100-106-000-060	Modification in salary
Rochelle Epstein	Barclay Brook	Spec. Ed. Para	\$1.00/hr for ed degree	Retroactive to 2/1/21-6/30/21	11-215-100-106-000-010	Modification in salary

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

Certificated

Joshua Chanley
Kavita Kalyankar
Kyle Knotts
Debra Palella
Jan Ritter
Gayle Rubinstein

Substitute Teacher
Substitute Teacher
Substitute Teacher
Substitute Teacher
Substitute Teacher
Substitute Teacher

Non- Certificated

Kevin Wilcon
Broderick Halpin

Substitute Security
Substitute Computer Technician

Executive File Attachments
resumes (1).pdf (904 KB)

Subject F. BOARD ACTION

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Action

VI. BOARD ACTION (It is recommended that the Board approve the attached board action items A through O.)

- 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 Student Teachers for the 2020-2021 school year.
- C. It is recommended that the Board approve the previously submitted list of Field Trips for the 2020-2021 school year.
- D. It is recommended that the Board approve the previously submitted Student Suspension Report for the month of January 2021.
- E. It is recommended that the Board approve the previously submitted 2021-2022 school calendar.
- F. It is recommended that the Board approve the Monroe Township School Extended School Year Program effective July 1, 2021 through August 12, 2021 (ESY closed on July 5th, 2021) from 9:00 a.m. to 1:00 p.m. at Oak Tree School.
- G. It is recommended that the Board approve the previously submitted agreement between Staff Development Workshops and the Monroe Township School District to provide a webinar for parents of ESL/Bilingual students presented by Meredith Alvaro on February 18, 2021 in the amount of \$1,700.
- H. It is recommended that the Board approve the previously submitted agreement between Staff Development Workshops and the Monroe Township School District to provide a webinar for parents of special education students presented by Meredith Alvaro on February 23, 2021 in the amount of \$1,700.
- I. It is recommended that the Board approve Melinda Mangin, Ph.D., Associate Professor of Education at Rutgers University, as a guest speaker to discuss her books and publications on transgender students to MTMS staff. There is no cost to the District.
- J. It is recommended that the Board approve the previously submitted agreement between Teen Truth and the Monroe Township Middle School for a virtual Professional Development Workshop for MTMS staff on March 15, 2021 and March 22, 2021 in the amount of \$1,450.00.
- K. It is recommended that the Board approve the previously submitted revised Monroe Township Restart and Recovery Plan.
- L. 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
91338	Center for Lifelong Learning	2/16/21	\$303 per diem

- M. 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 20, 2021 Board meeting:

220449

N. It is recommended that the Board approve the following Bylaw, Policies and Regulation for a first reading:

Bylaw 155	Board Committees
Policy 1648	Restart and Recovery
Policy & Reg. 8310	Public Records

O. It is recommended that the Board approve the following Bylaw/Policy for a second and final reading:

Bylaw 0164.6 Remote Public Board Meetings During a Declared Emergency

File Attachments

Professional Dev..pdf (345 KB)
 Student Teacher 2_17_2021 .pdf (24 KB)
 SUSPENSION JANUARY 2021.pdf (46 KB)
 School Calendar 2021.2022.Board Approval 2-17-2021.pdf (409 KB)
 Bylaw 0164.6.pdf (216 KB)
 Monroe Township Restart and Recovery Plan February 2021.pdf (2,116 KB)
 Field Trip Request 2-17-21.pdf (225 KB)
 Policies for First Read.pdf (5,600 KB)

Executive File Attachments

Staff Development workshop.pdf (62 KB)
 Staff Development workshop 2.pdf (63 KB)
 Teen Truth PD.pdf (101 KB)

12. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

Subject	A. BOARD ACTION
Meeting	Feb 17, 2021 - 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.

A. PROFESSIONAL APPOINTMENTS:

- It is recommended that members of the Monroe Township Board of Education approve **Ben Schwartz**, 64 Drake Place, Colonia, NJ 07067 for the 2020/21 Marching Band Wind Arrangement at a total fee of \$2,000.00.
- It is recommended that members of the Monroe Township Board of Education approve **Robert Peterson**, 1050 S. Stapley Drive, Unit 53, Mesa, AZ 85204 as a Marching Band Drill Designer for the 2020/21 Marching Band at a total fee of \$4000.00.
- It is recommended that members of the Monroe Township Board of Education approve **Eric Kassay**, 42 Sewell Avenue Piscataway, NJ 08854 as a Marching Band Assistant/Choreographer at a total fee of \$1954.00 for the 2020/21 school year.

B. TRANSFER #6

It is recommended that members of the Monroe Township Board of Education approve Transfer #6 for December 2020 for Fiscal Year 2020/21 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 December 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 December 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 \$11,453,585.38 for December 2020 be ratified by the Board. The bills have been reviewed and certified by the Board Secretary.

E. BILL LIST

It is recommended that the bills totaling \$11,779,212.32 for January 2021 be ratified by the Board. The bills have been reviewed and certified by the Board Secretary.

F. BI-ANNUAL REPORT

In accordance with N.J.A.C. 6A:23-2.11(2) 4, it is recommended that members of the Monroe Township Board of Education approve the Board Secretary's and Treasurer's Summary Reports for the six months ending December 31, 2020.

G. DISPOSAL OF SURPLUS PROPERTY

WHEREAS, the Monroe Township Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board of Education is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby approves the sale of property no longer usable for school purposes as follows:

- a. The sale of the surplus property shall be conducted through **GovDeals.com**. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and are also available in the office of the Monroe Township Board of Education Business Administrator/Board Secretary.
- b. The sale will be conducted online, and the address of the auction site is govdeals.com.
- c. The sale is being conducted pursuant to Local Finance Notice 2008-09.
- d. The surplus property to be sold includes the items listed below:

#	YEAR	MAKE	CAPACITY	VIN
052	2005	International	54	4DRBUAAP15B972924
061	2006	International	54	4DRBUAAP75B986682
062	2006	International	54	4DRBUAAP95B986683
063	2006	International	54	4DRBUAAP05B986684
064	2006	International	54	4DRBUAAP25B486685
085	2008	International	54	4DRBUAAM78A545246

- e. The surplus properties as identified shall be sold in an "as is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- f. The Monroe Township Board of Education reserves the right to accept or reject any bid submitted.

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

Michael C. Gorski, CPA
Prepared by

February 17, 2021
Meeting Date

File Attachments
[Financials 02.17.21.pdf \(7,149 KB\)](#)

13. BOARD PRESIDENT'S REPORT

14. OTHER BOARD OF EDUCATION BUSINESS

15. PUBLIC FORUM

Subject A. PUBLIC FORUM (See Note 3)

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 15. PUBLIC FORUM

Access Public

Type Information

See Note 3.

16. CLOSED SESSION RESOLUTION

Subject A. CLOSED SESSION RESOLUTION

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 16. CLOSED SESSION RESOLUTION

Access Public

Type

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

- Harassment, Intimidation and Bullying
- Review of applications for In-House Counsel

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.

17. PUBLIC FORUM - CLOSED SESSION ITEMS ONLY

Subject A. PUBLIC FORUM (See Note 3)

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 17. PUBLIC FORUM - CLOSED SESSION ITEMS ONLY

Access Public

Type Information

See Note 3.

18. NEXT SCHEDULED BOARD OF EDUCATION MEETING FEBRUARY 22, 2021

Subject A. NEXT SCHEDULED BOARD OF EDUCATION MEETING FEBRUARY 22, 2021

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 18. NEXT SCHEDULED BOARD OF EDUCATION MEETING FEBRUARY 22, 2021

Access Public

Type

The next scheduled Board of Education Meeting is scheduled for February 22, 2021 7:00 p.m.

19. ADJOURNMENT

Subject **A. NOTES**

Meeting Feb 17, 2021 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 19. 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.