

Minutes of the Public Organization Meeting of the Monroe Township Board of Education held on January 03, 2023.

The meeting was called to order by the Acting Board Secretary at 7:00 p.m.

**STAFF PRESENT**

Ms. Chari Chanley, Superintendent of Schools

Dr. Adam Layman, Assistant Superintendent of Schools

**MEMBERS OF THE PUBLIC** – 30

**CALL TO ORDER**

The Acting 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 December 30, 2022:

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.

A motion was made by Ms. Fabiano and seconded by Ms. Rattner to appoint Nancy Tagliaferro as Acting Board Secretary for the meeting this evening. Motion carried.

Ms. Tagliaferro stated that tonight's meeting is a unique Board of Education Meeting where it begins without a Board President as Chair and as Acting Board Secretary it is her role to chair the meeting until such time as a successful nomination process for a Board President.

**PLEDGE OF ALLEGIANCE**

**ELECTION RESULTS**

After the Pledge of Allegiance, Ms. Tagliaferro stated that the Election Results have been certified by the Middlesex County Clerk of Elections, a copy has been placed in BoardDocs and copies are available on the bookcase for the public this evening. A copy of the election results will be maintained with the official set of minutes.

**STATUTORY OATH**

Ms. Tagliaferro administered the Statutory Oath to the following elected Board of Education Members:

Ms. Carmen Alvarez

Ms. Gail DiPane

Mr. Peter Tufano

Ms. Michelle Scott - Jamesburg Representative

A copy of the executed Statutory Oaths will be maintained with the official minutes.

**ROLL CALL**

**BOARD MEMBERS**

Ms. Carmen Alvarez  
Ms. Kathleen Belko  
Ms. Karen Bierman  
Ms. Gazala Bohra  
Ms. Gail DiPane  
Ms. Katie Fabiano  
Ms. Kate Rattner  
Ms. Michelle Scott, Jamesburg Representative  
Ms. Chrissy Skurbe  
Mr. Peter Tufano

**ELECTION OF BOARD PRESIDENT**

Ms. Tagliaferro announced that nominations were in order for the election of Board President.

Ms. Belko nominated Ms. Skurbe for the position of Board President. Mr. Tufano seconded the nomination.

Ms. Alvarez nominated Ms. Rattner for the position of Board President. Ms. DiPane seconded the nomination.

Ms. Tagliaferro announced that since there were no other nominations, the nominations for the position of Board President were closed.

**Ms. Skurbe for Board President:**

| <u>Roll Call:</u>   | <u>Vote:</u> |
|---------------------|--------------|
| Ms. Carmen Alvarez  | No           |
| Ms. Kathleen Belko  | Yes          |
| Ms. Karen Bierman   | Yes          |
| Ms. Gazala Bohra    | Yes          |
| Ms. Gail DiPane     | No           |
| Ms. Katie Fabiano   | No           |
| Ms. Kate Rattner    | No           |
| Ms. Michelle Scott  | Yes          |
| Ms. Chrissy Skurbe  | Yes          |
| Mr. Peter Tufano    | Yes          |
| Roll call 6-4-0-0-0 |              |

**Ms. Rattner for Board President:**

| <u>Roll Call:</u>  | <u>Vote:</u> |
|--------------------|--------------|
| Ms. Carmen Alvarez | Yes          |
| Ms. Kathleen Belko | No           |
| Ms. Karen Bierman  | No           |
| Ms. Gazala Bohra   | No           |

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|                     |     |
|---------------------|-----|
| Ms. Gail DiPane     | Yes |
| Ms. Katie Fabiano   | Yes |
| Ms. Kate Rattner    | Yes |
| Ms. Michelle Scott  | No  |
| Ms. Chrissy Skurbe  | No  |
| Mr. Peter Tufano    | No  |
| Roll call 4-6-0-0-0 |     |

Ms. Tagliaferro announced that Ms. Skurbe was elected Board President of the Monroe Township Board of Education. As the elected Board President, Ms. Skurbe began her role as Chair of the meeting.

### **ELECTION OF BOARD VICE PRESIDENT**

Ms. Skurbe announced that nominations were now open for the election of Vice President of the Board of Education.

Ms. Belko nominated Ms. Bierman for Vice President. Mr. Tufano seconded the nomination.

Ms. DiPane nominated Ms. Fabiano for Vice President. Ms. Alvarez seconded the nomination.

Ms. Skurbe announced that since there were no other nominations, the nominations for the position of Board Vice President were closed.

#### **Ms. Bierman for Board Vice President:**

| <u>Roll Call:</u>   | <u>Vote:</u> |
|---------------------|--------------|
| Ms. Carmen Alvarez  | No           |
| Ms. Kathleen Belko  | Yes          |
| Ms. Karen Bierman   | Yes          |
| Ms. Gazala Bohra    | Yes          |
| Ms. Gail DiPane     | No           |
| Ms. Katie Fabiano   | No           |
| Ms. Kate Rattner    | No           |
| Ms. Michelle Scott  | Yes          |
| Ms. Chrissy Skurbe  | Yes          |
| Mr. Peter Tufano    | Yes          |
| Roll call 6-4-0-0-0 |              |

#### **Ms. Fabiano for Board Vice President:**

| <u>Roll Call:</u>  | <u>Vote:</u> |
|--------------------|--------------|
| Ms. Carmen Alvarez | Yes          |
| Ms. Kathleen Belko | No           |
| Ms. Karen Bierman  | No           |
| Ms. Gazala Bohra   | No           |
| Ms. Gail DiPane    | Yes          |
| Ms. Katie Fabiano  | Yes          |
| Ms. Kate Rattner   | Yes          |

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|                     |    |
|---------------------|----|
| Ms. Michelle Scott  | No |
| Ms. Chrissy Skurbe  | No |
| Mr. Peter Tufano    | No |
| Roll call 4-6-0-0-0 |    |

Ms. Tagliaferro announced that Ms. Bierman was elected Vice President of the Monroe Township Board of Education.

### **CODE OF ETHICS**

Ms. Skurbe stated that all board members received the New Jersey School Board Association's Code of School Ethics Commission to review.

A motion was made by Ms. Belko and seconded by Ms. Fabiano that the members of the Monroe Township Board of Education acknowledge receipt of and acceptance of the New Jersey School Boards Association Code of Ethics. 10-0-0-0-0. Motion carried.

### **PUBLIC FORUM**

Doug Poye, Monroe Township – congratulated the newly appointed members of the Board. Mr. Poye encouraged all members to be mindful and be non-partisan with their comments and votes. While the Budget is in the development stage, Mr. Poye requested that the Board explore the matter of courtesy busing. Mr. Poye stated that students who live under two miles and are not transported may encounter safety hazards that have been created by township development without the consideration of the school district. Mr. Poye reported that other Boards of Education have Agreements with their Townships to bear the costs of transporting their effected students.

Pradeep Melam, Monroe Township – congratulated the newly appointed board members and the Jamesburg Representative for this year. Regarding budget cuts and courtesy busing, Mr. Melam requested that if cuts are necessary, they be made throughout the district and not just in the Oak Tree School area. Mr. Melam requested that all board members put the kids and education matters first over their personal beliefs and political affiliation. Regarding Board Goals, Mr. Melam suggested that the Board simplify their Goals and state what they are going to do about the referendum and state funding in the first six months. Lastly, Mr. Melam suggested that when forming committees, a liaison be assigned to work with township and state officials that could help with state funding.

Michele Arminio, Monroe Township – thanked the community and follow board members for their support over the nine years that she was a member of the Board of Education. Ms. Arminio expressed that over the last few months that she was on the Board, not all of the board members were duly informed of all of the information that was available to them. Ms. Arminio requested that in the future all members are provided information equally. Ms. Arminio wished the new Board well and requested that they make their decisions based on student achievement, student health and welfare, and the welfare of the community.

Patrice Faraone, Monroe Township – expressed concern that the former Jamesburg Representative was not on any committees and with that in mind, Ms. Faraone inquired how the new Representative could support Ms. Skurbe for Board President.

### **ORGANIZATIONAL ITEMS**

A motion was made by Ms. Belko and seconded by Ms. Rattner that the members of the Board of Education accept and approve Organizational Items A-D by consent roll call.

Regarding the start time for Item A/Meeting Date Schedule, Ms. Scott suggested that the Board consider starting closed session meetings at 6:00 p.m. and if needed hold another closed session later in the agenda. Ms. Belko stated that due to her work schedule she would be in favor if it, if the start time was 6:30 p.m. or 6:45 p.m.

Mr. Tufano stated that he feels that a large portion of the public meeting is spent on committee reports. Mr. Tufano inquired if the notes from those meetings could be placed on the agenda or website to eliminate the time spent providing a report, especially that the committee meetings are recorded for the benefit of the public. Ms. Skurbe suggested that committee reports remain on the agenda but are kept to a brief update in case a board member has a question prior to a vote.

A point of order was made by Ms. Belko as a motion was on the floor.

Ms. Rattner made a friendly amendment which was seconded by Ms. DiPane to the motion on the floor to amend the meeting start time in Item A/ Meeting Date Schedule to 6:30 p.m. Ms. Belko who second the motion on the floor could not except the amendment to the motion due to conflict with her work schedule. Both Ms. Rattner and Ms. DiPane withdrew their amendment.

Ms. Fabiano made a motion which was seconded by Ms. Bohra to move the start time of Board of Education Meetings to 6:30 p.m. to allow the board to go into closed session for a thirty-minute executive session and return to the public portion of the meeting at 7:00 p.m. Concerns were raised regarding the length of time that is wasted going to and from the closed meeting and how much would actually be accomplished within the thirty minutes. Ms. Belko called a point of order stated that the logistics could be worked out at another time.

Ms. Fabiano and Ms. Bohra agreed to amend their motion to have the closed session begin at 6:30 p.m. and members return to the public portion of the meeting at 7:15 p.m. Roll Call 9-1-0-0-0 motion carried with Ms. Belko voting no.

Roll call on Organizational Items A-D with the amended time change for the meetings 10-0-0-0-0. Motion carried.

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

Ms. DiPane suggested that the new time and structure of the meeting be communicated to the public as soon as possible.

Ms. Rattner stated that all of the members have different strengths that they bring to the Board and those strengths could be utilized to create the best working Board possible. Ms. Rattner acknowledged a strength for each member and hopes that those strengths can be utilized together

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to create a positive year for all. Next, Ms. Rattner suggested a Board Retreat. Ms. DiPane reported that New Jersey School Boards Association (NJSBA) provided a workshop to the previous Board that she was on in another district. Ms. Skurbe stated that she would reach out to the districts' new representative at NJSBA.

Ms. Bohra welcomed the newly elected members to the Board and the members of the public that are in attendance this evening. Ms. Bohra stated that it is an important year with the referendum and public feedback through public participation will be appreciated. Ms. Belko, Ms. Fabiano, Ms. Scott and Ms. Skurbe echoed Ms. Bohra's comments.

Ms. Skurbe announced that there may be a need for a special meeting next Thursday, January 12<sup>th</sup> regarding a resolution that would have to be voted on for the referendum.

#### **NEXT PUBLIC MEETING**

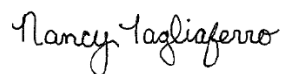
Ms. Skurbe stated that the next public meeting of the Monroe Township Board of Education will convene at 6:30 p.m. on Wednesday, January 25, 2023.

Ms. Skurbe requested that members take a Committee Preference Sheet and return to them to her. Ms. Skurbe added that after the committees are formed, a Committee Member List and Schedule will be sent out.

#### **ADJOURNMENT**

A motion was made by Ms. Belko and seconded by Mr. Tufano that the meeting be adjourned. Motion carried. The public meeting adjourned at 7:54 p.m.

Respectfully submitted,



Nancy Tagliaferro  
Acting 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>



**Tuesday, January 3, 2023**

## **MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA**

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

**ALL INDIVIDUALS SITTING AT THE BOARD TABLE SHOULD HAVE THEIR PHONES PUT AWAY**

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

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

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

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

### **1. CALL TO ORDER**

### **2. STATEMENT**

| <b>Subject</b> | <b>A. STATEMENT</b>  |
|----------------|--|
| Meeting        | Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA |
| Category       | 2. STATEMENT   |
| 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 December 30, 2022:

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.

### **3. PLEDGE OF ALLEGIANCE**

| <b>Subject</b> | <b>A. PLEDGE OF ALLEGIANCE</b> |
|----------------|--------------------------------|
|----------------|--------------------------------|

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

Category 3. PLEDGE OF ALLEGIANCE

Type

## 4. ELECTION RESULTS

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**Subject A. ELECTION RESULTS**

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

Category 4. ELECTION RESULTS

Type

File Attachments

[Certified Certificates November 2022 Election.pdf \(999 KB\)](#)

[Official Election Results 11.22.pdf \(68 KB\)](#)

## 5. STATUTORY OATH

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**Subject A. STATUTORY OATH**

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

Category 5. STATUTORY OATH

Type

STATUTORY OATH

Ms. Carmen Alvarez

Ms. Gail DiPane

Mr. Peter Tufano

Ms. Michelle Scott - Jamesburg Representative

File Attachments

[Blank - Oath.pdf \(10 KB\)](#)

## 6. ROLL CALL

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**Subject A. BOARD MEMBERS**

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

Category 6. ROLL CALL

Type Information

Ms. Carmen Alvarez

Ms. Kathleen Belko

Ms. Karen Bierman

Ms. Gazala Bohra

Ms. Gail DiPane

Ms. Katie Fabiano

Ms. Kate Rattner



Ms. Chrissy Skurbe  
Mr. Peter Tufano

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

Ms. Michelle Scott

**STUDENT BOARD MEMBERS**

Mr. Shivank Lattupally  
Ms. Hetvi Thakker

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**7. ELECTION OF BOARD PRESIDENT**

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**Subject A. ELECTION OF BOARD PRESIDENT**

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING  
AGENDA

Category 7. ELECTION OF BOARD PRESIDENT

Type

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**8. ELECTION OF BOARD VICE-PRESIDENT**

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**Subject A. ELECTION OF BOARD VICE-PRESIDENT**

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING  
AGENDA

Category 8. ELECTION OF BOARD VICE-PRESIDENT

Type

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**9. CODE OF ETHICS**

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**Subject A. CODE OF ETHICS**

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING  
AGENDA

Category 9. CODE OF ETHICS

Type

It is recommended that members of the Monroe Township Board of Education acknowledge receipt of and acceptance of the New Jersey School Boards Association Code of Ethics.

File Attachments

[School Ethics Act Code of Ethics.pdf \(618 KB\)](#)

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**10. PUBLIC FORUM**

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

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING  
AGENDA

Category 10. PUBLIC FORUM

Type

See Note 3.

## 11. ORGANIZATIONAL ITEMS

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### Subject A. ORGANIZATIONAL ITEMS

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

Category 11. ORGANIZATIONAL ITEMS

Type

It is recommended that the members of the Monroe Township Board of Education approve the Organizational Items A-D by consent roll call.

### ORGANIZATIONAL ITEMS

#### A. MEETING DATES

Be It Resolved that the regular meetings of the Board of Education of the Township of Monroe shall be held as per the previously submitted schedule, at which time formal action may be taken.

#### B. POLICY

Be It Resolved by the Board of Education of the Township of Monroe that all policies of the previous Board are hereby adopted until such time as the Board decides to revise, or otherwise alter policies.

#### C. DESIGNATION OF BANKS OR DEPOSITORIES

Be It Resolved that the Board of Education designates the following banks or depositories for school district funds:

The Depository Trust Company  
State of New Jersey Cash Management Fund  
Provident Bank\*  
US Bank

\*Provides most of the banking services.

Be it Further Resolved that the Business Administrator is authorized to establish accounts, and wire transfer funds among the accounts as needed, and approve the payment of bills between Board Meetings only as needed in exigent circumstances, with the Board duly informed and provided with an opportunity to ratify at the next regular meeting.

#### D. NEWSPAPERS FOR LEGAL ADVERTISEMENTS

Be It Resolved that the Board of Education designates the Cranbury Press or the Home News Tribune, both of which circulate in the school district, as official newspapers for legal advertisement.

File Attachments

[2023 BOE Meeting Dates.pdf \(85 KB\)](#)

## 12. OTHER BOARD OF EDUCATION BUSINESS

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### Subject A. OTHER BOARD OF EDUCATION BUSINESS

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

Category 12. OTHER BOARD OF EDUCATION BUSINESS

Type

## 13. NEXT SCHEDULED BOARD OF EDUCATION MEETING JANUARY 25, 2023

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### Subject A. NEXT SCHEDULED BOARD OF EDUCATION MEETING JANUARY 25, 2023

Meeting Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

Category 13. NEXT SCHEDULED BOARD OF EDUCATION MEETING JANUARY 25, 2023

## Type

The next scheduled Board of Education Meeting is scheduled for January 25, 2023 7:00 p.m.

## 14. ADJOURNMENT

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|                |  |
|----------------|--|
| <b>Subject</b> | <b>A. NOTES</b>  |
| Meeting        | Jan 3, 2023 - MONROE TOWNSHIP BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA |
| Category       | 14. ADJOURNMENT  |
| Type           | Action   |

### NOTES

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

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

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

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

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

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

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