

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

ATTENDANCE

Ms. Michele Arminio (arrived at 7:10 p.m.)  
Mr. Marvin Braverman  
Mr. Ken Chiarella  
Ms. Jill DeMaio  
Ms. Kathy Kolupanowich  
Ms. Patricia Lang  
Mr. Steve Riback

BOARD MEMBERS ABSENT

Ms. Dawn Quarino  
Mr. Frank Russo

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Mr. Paul Rutsky

STAFF PRESENT

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

STUDENT BOARD MEMBER REPRESENTATIVE PRESENT

Ms. Sreeja Mamillapalli

MEMBERS OF THE PUBLIC 345

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

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Monroe Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted October 13, 2017:

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

APPROVAL OF MINUTES

A motion was made by Mr. Chiarella and seconded by Mr. Riback to approve the minutes for the Public Board of Education Meeting held on August 23, 2017. Motion carried.

A motion was made by Mr. Chiarella and seconded by Mr. Riback to approve the minutes for the Closed Session Meeting held on August 23, 2017. Motion carried.

A motion was made by Mr. Chiarella and seconded by Mr. Riback to approve the minutes for the Special Public Board of Education Meeting held on August 29, 2017. Motion carried.

A motion was made by Mr. Riback and seconded by Ms. DeMaio to approve the minutes for the Closed Session Meeting held on August 29, 2017. Motion carried.

#### STUDENT PRESENTATION – MTMS

Dr. Alvich reported that through collaboration with the MTEA and the PRIDE Program, future monthly Board of Education meetings will feature some great things happening in our district schools.

Dr. Alvich stated that PRIDE in Public Education is a campaign that shares the successes of New Jersey's public schools while building community support and involvement. PRIDE programs cover a variety of topics such as: helping with school referendums; helping with literacy and presentations some of which were shown at back to school nights.

Ms. Patricia Smith, 6<sup>th</sup> Grade Teacher from the Middle School, reported that sixth graders at the middle school are discovering their reading superpowers. As teachers we know the power of reading to help us imagine new possibilities, to think creatively, to explore new worlds and ideas. We want our students to feel the power that reading gives them and we are challenging them to think like superheroes. The excitement is building as students select books to read, spend quality time reading their books and talking about reading with their classmates. We are hearing conversations about the power of knowledge, the power of imagination, the power of strong vocabulary. Every day, their reading superpowers become stronger. Several six grade students wearing their "super power capes" provided examples of the "powers" that they gained by reading their selected book.

#### ASSESSMENT DATA PRESENTATION

Dr. Alvich presented the performance data from PARCC Testing. The presentation included the district's testing results; NJ State results; comparisons to the results from the prior year; and performance levels. During the presentation Dr. Alvich explained the performance levels and how the State and District performed in each category. Dr. Alvich reported that Monroe students performed above average in all scores.

Dr. Alvich stated that student scores went home and parents should review and discuss any problems with their child's teacher. Dr. Alvich added that the presentation and resources for parents will be posted on the website tomorrow.

#### BUDGET PHILOSOPHY DISCUSSION

Mr. Gorski explained that the process of developing a Budget begins with the Board discussing priorities and what they feel is important to provide in the Budget. Mr. Gorski added that much more refinement will be required and implemented in the future through the rigorous Budget

process. Once the Board gives direction, administration will begin working with principals and supervisors to determine what their needs are and begin to build the Budget.

Dr. Kozak, Dr. Alvich and Mr. Gorski provided a PowerPoint presentation of the Budget Philosophy. The presentation included some of the district's needs such as; capital improvements; staff; curriculum; technology; and transportation. Mr. Gorski stated that the Budget Philosophy presentation will be posted on the district website under Budget Information.

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

It is recommended that the Board of Education establish and adopt a budget philosophy for the 2018-2019 school year, which tasks Administration to prepare a budget that responsibly meets the demands of continuing, significant student growth and facility needs as well as program and service requirements without exceeding the Board's maximum spending authority, which would necessitate going out to a vote, while prioritizing the following items, subject to the restrictions presented by Administration:

1. Construction Projects, as presented;
2. Curriculum Recommendations, as presented;
3. Salary and Benefit Increases, at a conservative range due to their contingent status;
4. Transportation Recommendations, as presented; and
5. To transfer \$600,000 from the retained earnings of the Falcon Care/Early Childhood Enrichment Proprietary Fund to generally offset new trailer costs for the 2018-2019 school year.

This action by the Board will enable the Board to fulfill its educational responsibility to District students in a thorough, efficient and fiscally prudent manner while concomitantly ensuring the maintenance of District resources and facilities.

Ms. Arminio inquired if the MECA loan has been satisfied. Mr. Gorski responded yes. Ms. Arminio stated that she is pleased that the Board will be transferring the \$600,000.00 profit from ECE/Falcon Care to the General Fund.

Ms. Arminio stated that she believes that automatically going to cap is irresponsible and would prefer that the Board go slightly under cap, especially since we will be going to the same taxpayers in six months for the March 13<sup>th</sup> referendum. Ms. Arminio suggested that the Board and administration seek other sources such as the builders to help alleviate the costs associated with increased student enrollment.

Mr. Chiarella added that the BG&T committee agreed to ask the Township to forgo the sewer connection fees for the district. Mr. Gorski responded that discussions with the Township regarding those fees seem to be going very well.

Mr. Riback stated that the Board needs to be focused on fiscal efficiency and it certainly couldn't hurt to ask the builders for help and the township sewer connection fees.

Mr. Rutsky inquired if the district will be purchasing the furniture for the portable classrooms. Mr. Gorski responded that they will mostly likely seek approval for a lease/purchase for those items.

Roll call 7-1-0-0-2 Motion carried with Ms. Arminio voting no.

#### STUDENT BOARD MEMBERS' REPORT

Ms. Mamillapalli reported that the MTHS Marching Band will be hosting a competition on October 21<sup>st</sup>; the Monroe Township High School Footlight will be holding the annual showcase on October 26<sup>th</sup>, 27<sup>th</sup> & 28<sup>th</sup>; and the Green Fair will be held on October 28<sup>th</sup> at the High School.

#### COMMITTEE REPORTS

Ms. Jill DeMaio, Chairperson of the Curriculum Committee, stated that the committee met earlier this evening and reviewed documents for Mathematics for Grades 2 & 4. Ms. DeMaio further reported that the Focus on Literacy and TedX Clubs will be participating in the New Jersey Out Loud Contest, a statewide school competition for grades 9-12, and the Middle School will be partnering with a multi-cultural school in India to form a book club. Lastly, Ms. DeMaio reported that the committee reviewed Science and Social Studies Mentor Texts, a new type of personalized learning for students.

Mr. Ken Chiarella, Chairperson of the Buildings, Grounds & Transportation Committee stated that the committee met on October 2<sup>nd</sup> and discussed the following:

Water testing for lead was completed and all areas that tested above the permissible threshold have been successfully remediated and confirming testing results have been received. Administration submitted a request to the NJ Department of Education for reimbursement for approximately \$14,000.00 which should cover most of the costs associated with the testing.

The committee reviewed an aerial site plan showing the location plan for 9 classroom trailers. The committee requested that administration pursue a waiver of water and sewer connection fees for the trailers as it has been done for past trailer projects.

GovDeals.com sold the districts old vehicles and the district received \$28,962.00 which will be applied to the general fund.

Lastly, Mr. Chiarella reported that the committee was updated on a PEOSH complaint filed for the Monroe Commons. The NJ Department of Health issued a correspondence confirming that no violations were found.

Mr. Paul Rutsky, Chairperson of the Finance Committee, stated that the committee met on October 2<sup>nd</sup> and discussed the following:

Mr. Gorski gave the following update on the lead and water testing. Administration submitted a request with supporting documentation for reimbursement of \$14,397.30 for laboratory testing charges but haven't been reimbursed yet.

The committee reviewed the two different advisors that the Board will be using for the Bond referendum. Mr. Rutsky reported that McCarter & English, LLP granted the district a discount of \$400.00 p/hr. as opposed to \$550.00 p/hr. due to the longstanding relationship with Monroe. Phase one work is for all professional services leading up to a successful referendum. In addition to discounted fees the firm has capped them not to exceed \$2500.00 for phase one. Some of the services included in phase one for this engagement are: writing the resolution for bond sale; preparing the bond offering documents; and handling the closing for the bond issue.

The second advisor was Phoenix Advisors, LLC. the contract only pertains to phase two, which is pre-referendum planning and analysis. Specifically, this includes financial planning; tax impact analysis; financial modeling; preparation of public information and presentations; news releases and applications to oversight boards as well as other services. The fee for phase one will be credited back to the district upon the closing of the bonds in Phase two.

Dr. Kozak presented information on a potential new app from SchoolInfoApp, LLC. After much discussion and inquiry from the members, the committee asked Dr. Kozak to represent a more formal proposal focusing on the requirements.

The committee received an update on the audit, the auditors are currently engaging in payroll and transaction testing; cafeteria operation; and fixed assets. The audit is approximately one third complete.

Lastly, Mr. Rutsky reported that the committee requested that Ms. Maria Naumik, Director of Adult Education be invited to the next finance committee meeting to present the Fall registration numbers including enrollments.

#### PUBLIC FORUM –

Chrissy Skurbe 21 Preakness Drive- stated that due to redistricting her children have been in most of the schools in the district and applauded the all those teachers. Ms. Skurbe expressed her concerns regarding the teachers that are currently working without a contract.

Krishna Teknale 11 Jake Place- stated that he supports the MTEA and inquired if the middle school referendum is still on track. Ms. Kolupanowich responded that the Board passed a resolution last month for the middle school and if the referendum passes on March 13<sup>th</sup> it is anticipated that the school will open in September 2021.

Ambika Sukia 2 Cier Court – inquired about the rankings of the high school compared to nearby towns. Dr. Kozak responded that sometimes the data that is used is over two years old and some websites include parent comments and other factors that don't always tell how the students are really doing. Dr. Kozak added that the district sets high expectations for the students and there is a continual increase in what they have been achieving.

Raghu Chitturi 23 Green Ash Street – expressed his support for the teachers and inquired what it’s going to take to get them a contract. Regarding the PARCC testing scores, Mr. Chitturi inquired if there is a way to see how Monroe compares to the top performing schools. Dr. Alvich suggested that he search school report cards for information. Mr. Chitturi requested an update on the new schools and high school addition for the next board of education meeting update. Ms. Kolupanowich stated that the Board is focusing on the middle school first and will keep the community updated throughout the process. In regards to the teachers’ contract, Ms. Kolupanowich responded that it has always been policy not to discuss the details of negotiations, but reported that the negotiations committee has been meeting on regular basis and talks seem to be going well.

#### SUPERINTENDENT’S REPORT

Dr. Kozak reported that a Tech Expo will be held on November 14, 2017, the first session will begin at 6:00 p.m. and second session will follow at 7:30 p.m. Several companies will present their devices and community members, staff, students and board members will have an opportunity to provide their input by completing a survey. Dr. Kozak stated that registration to attend can be done through the district website.

#### PERSONNEL

A motion was made by Mr. Braverman and seconded by Mr. Chiarella that Personnel Items A-AW be approved by consent roll call. Roll Call 8-0-0-0-2. 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. Braverman and seconded by Ms. Lang that Board Action Items A-P be approved by consent roll call. Roll Call 8-0-0-0-2. Motion carried with Ms. DeMaio and Ms. Lang voting no on Policy #2622 & Policy #5460. The vote included the Jamesburg Representative where appropriate. A copy of the Board Action section of the Superintendent’s Report is attached to the official set of minutes.

#### BUSINESS ADMINISTRATOR’S REPORT/RECOMMENDATIONS

A motion was made by Mr. Chiarella and seconded by Mr. Riback that Board Action Items A-L be approved by consent roll call. Roll Call 8-0-0-0-2. 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’S REPORT

Ms. Kolupanowich reported that the steering committee met yesterday, and beginning with Octoberfest, committee members will be at events throughout the community with a table top presentation and fast facts sheet to help inform the community of the referendum for the construction of the new middle school. Ms. Kolupanowich added that information will be placed on the district website, covered through newspapers, placed in the Falcon Flyer, sent through the

mail, and shown on Channel 28. It is the committees hope to make sure that the community is aware and receives the correct information. The committee can be emailed at [referendum@monroe.k12.nj.us](mailto:referendum@monroe.k12.nj.us).

#### OTHER BOARD OF EDUCATION BUSINESS

Mr. Chiarella reported that on Saturday, October 7<sup>th</sup> some members of the Ad Hoc for Fair Funding Committee delivered the Board approved letter to Senator Greenstein, Assemblymen Wayne DeAngelo and Assemblymen Daniel Benson.

Mr. Chiarella inquired what percentage of the district students are Indian. Dr. Kozak responded that it is somewhere between 30 to 40 %. Mr. Chiarella suggested that the Board look at allocating a holiday on the school calendar for that community.

Ms. Lang stated that once the 17/18 school year calendar came out she noticed that Dr. Alvich planned the in-service day for Diwali and called her to confirm such. Dr. Kozak added that the past couple of years Diwali fell during a weekend or another scheduled day off so this year they considered it and planned the in-service for that day.

#### PUBLIC FORUM

Mark Klein 7 Crenshaw Court – expressed his disappointment and concerns with the football players they knelt during the national anthem, adding that as a veteran he is offended. Mr. Klein requested that this be addressed by the policy committee.

Prakash Parab 33 Dayna Drive - commended Dr. Ash, Dr. Kozak and staff for their efforts with the Innovation and Entrepreneurship Club. Mr. Parab also spoke in regards to the lack of fair funding.

#### 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
- MTEA Negotiations update
- Personnel Matter: Level 3 Grievance
- Personnel Matter

Ms. Kolupanowich announced that the Legal Advice regarding S.M. and R.M. o/b/o A.M. v. Monroe Township Board of Education, Agency Ref. No.: 2017-26162 was removed from the agenda.

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

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

Adjourned to Closed Session at 9:08 p.m.

Returned to Public Meeting at 10:08 p.m.

Mr. Braverman excused himself from the meeting.

A motion was made by Ms. Arminio and seconded by Ms. Lang that members of the Monroe Township Board of Education approve the following resolution by consent roll call:

It is recommended that the Board of Education approve the suspension with pay of employee no. 1598 from October 19, 2017 through October 20, 2017. The Superintendent and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action by the Board of Education. Roll call. 7-0-0-0-3. Motion carried.

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

It is recommended that the Board of Education hereby denies the Level 3 Grievance regarding employee no. 1728 dated September 8, 2017. The Superintendent of Schools and the Board's Business Administrator/Board Secretary are authorized to take all necessary steps to implement this action of the Board of Education. Roll call. 7-0-0-0-3. Motion carried.

PUBLIC FORUM - None

#### NEXT PUBLIC MEETING

Ms. Kolupanowich stated that the next public meeting of the Monroe Township Board of Education will convene at 7:00 p.m. on Wednesday, November 15, 2017.

#### ADJOURNMENT

A motion was made by Mr. Chiarella and seconded by Mr. Riback that the meeting be adjourned. Motion carried. The public meeting adjourned at 10:12 p.m.

Respectfully submitted,



Michael C. Gorski, CPA  
Business Administrator/Board Secretary





**Wednesday, October 18, 2017**  
**MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA**

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

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

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            Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category           3. ROLL CALL

Access             Public

Type               Information

Ms. Michele Arminio  
 Mr. Marvin Braverman  
 Mr. Ken Chiarella  
 Ms. Jill DeMaio  
 Ms. Kathy Kolupanowich  
 Ms. Patricia Lang  
 Ms. Dawn Quarino  
 Mr. Steven Riback  
 Mr. Frank Russo

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

Mr. Paul Rutsky

#### **STUDENT BOARD MEMBERS**

Ms. Sreeja Mamillapalli

Ms. Stefani Scalisi

#### 4. STATEMENT

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**Subject**            **A. STATEMENT**

Meeting            Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category           4. STATEMENT

Access            Public

Type               Information

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Monroe Township Board of Education has caused notice of this meeting to be published by having the date; time and place thereof posted October 13, 2017:

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

#### 5. APPROVAL OF MINUTES

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**Subject**            **A. APPROVAL OF MINUTES**

Meeting            Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category           5. APPROVAL OF MINUTES

Access            Public

Type               Information

Public Board of Education Meeting, August 23, 2017  
Closed Session Meeting, August 23, 2017  
Special Board of Education Meeting, August 29, 2017  
Closed Session Meeting, August 29, 2017

## File Attachments

[Public 08.23.17.pdf \(270 KB\)](#)[Special Public 08.29.17.pdf \(446 KB\)](#)

## Executive File Attachments

[cl 08.23.17.pdf \(123 KB\)](#)[cl 08.29.17.pdf \(206 KB\)](#)

#### 6. PRESENTATIONS

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**Subject**            **A. STUDENT PRESENTATION - MTMS**

Meeting            Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category           6. PRESENTATIONS

Access            Public

Type

Sixth graders are discovering their reading superpowers! As teachers we know the power of reading to help us imagine new possibilities, to think creatively, to explore new worlds and ideas. We want our students to feel the power that reading gives them and we are challenging them to think like superheroes. The excitement is building as students select books to read, spend quality time reading their books and talking about reading with their classmates. We are hearing conversations about the power of knowledge, the power of imagination, the power of strong vocabulary. Every day, their reading superpowers become stronger!

**Subject                    B. ASSESSMENT DATA PRESENTATION**

Meeting                    Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category                    6. PRESENTATIONS

Access                    Public

Type

Assessment Data Presentation

Executive File Attachments

[BOE Presentation District PARCC 2017.pdf \(308 KB\)](#)**Subject                    C. BUDGET PHILOSOPHY DISCUSSION**

Meeting                    Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category                    6. PRESENTATIONS

Access                    Public

Type

BUDGET PHILOSOPHY DISCUSSION

**7. STUDENT BOARD MEMBERS' REPORT****8. COMMITTEE REPORTS****9. PUBLIC FORUM -AGENDA ITEMS ONLY****Subject                    A. PUBLIC FORUM (See Note 3)**

Meeting                    Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category                    9. PUBLIC FORUM -AGENDA ITEMS ONLY

Access                    Public

Type

See Note 3.

**10. SUPERINTENDENT'S REPORT/RECOMMENDATION****Subject                    A. ENROLLMENT**

Meeting                    Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category                    10. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access                    Public

Type                    Information



**I. ENROLLMENT**

Schools	9/30/17	6/30/17	Difference	9/30/16	Difference
Applegarth	403	375	+28	363	+40
Barclay Brook	337	378	-41	352	-15
Brookside	410	431	-21	423	-13
Mill Lake	565	617	-52	598	-33
MTMS	1660	1658	+2	1649	+11
Oak Tree	692	705	-13	673	+19
Woodland	410	417	-7	415	-5
High School	2312	2155	+157	2167	+145
Total	6789	6736	+53	6640	+149

**I. ENROLLMENT (CONT'D)**

## Out of District Placements

School	Monroe			Jamesburg		
	June	Sept.	Difference	July/Aug	Sept.	Difference
Academy Learning Center	9	9		1	1	
Bridge Academy	1	1				
Center for Lifelong Learn	1	2	Plus 1			
Childrens Center of Monm.	2	2				
Collier	4	4				
CPC High Point	2	2				
Douglass Develop. Center	1	1		1	1	
East Mountain	2	2				
Eden	3	4	Plus 1	1	0	Minus 1
Harbor School	1	1				
Hawkswood School	0	0	Minus 1			
JF Cappello School	1	0	Minus 1			
Lakeview School	2	2				
New Roads Parlin	2	2				
New Roads Somerset	1	1				
Mercer Elementary	1	1				
Mercer High School	3	1	Minus 2			
Morris Union Jointure DCL	1	0	Minus 1			
Newgrange School	4	4				
Newmark High School	1	0	Minus 1			
Newmark Elementary	1	1				
Rock Brook School	0	1	Plus 1			
Rugby	2	2				
School for Hidden Intellig.	1	1				
Schroth School	2	2				
Shore Center	1	1				
UMDNJ	1	0	Minus 1			
Total	50	47	1	3	3	

Subject

**B. HOME INSTRUCTION**

Meeting Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA  
 Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION  
 Access Public  
 Type Information

## II. HOME INSTRUCTION

No.	School	Grade	Reason	Home Instructor	Date Started	Date Ended
79109	MTHS	11	CST	Schnitzer, Earl, Countryman, J. Brown	9/6/2017	
91198	OTS	2	CST	Seitz, McCarron	9/6/2017	
85201	MTMS	6	Medical	Best, Viskoki, Lyons	9/6/2017	
90817	MTHS	11	Medical	Guglielmi, Simmonds, Lustgarten, Feminella, Vogtman	9/6/2017	
85161	MTMS	8	Medical	ESCNJ, Friedman	9/6/2017	
90995	MTMS	8	Medical	Casarella, Mulvey, Budriewicz, Parker, Crisco	9/25/2017	
78248	MTHS	12	504	Lyons	9/6/2017	
84142	MTHS	10	CST	Santoriello	9/6/2017	
78640	MTHS	12	Medical	Education, Inc	10/2/2017	

### Subject C. FIRE/LOCKDOWN DRILLS

Meeting Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA  
 Category 10. SUPERINTENDENT'S REPORT/RECOMMENDATION  
 Access Public  
 Type Information

## III. FIRE/LOCKDOWN DRILL

Applegarth School ----- September 12, 2017  
 Barclay Brook School ----- September 12, 2017  
 Brookside School ----- September 15, 2017  
 Mill Lake School ----- September 15, 2017  
 Monroe Middle School----- September 13, 2017  
 Oak Tree School ----- September 8, 2017  
 Woodland School ----- September 8, 2017  
 Monroe High School ----- September 14, 2017

### Lockdown

Applegarth School----- September 14, 2017  
 Barclay Brook School----- September 8, 2017  
 Brookside School ----- September 12, 2017  
 Mill Lake School ----- September 14, 2017  
 Monroe Middle School----- September 12, 2017  
 Oak Tree School ----- September 10, 2017  
 Woodland School ----- September 15, 2017  
 Monroe High School ----- September 20, 2017

### AED

Brookside -----September 26, 2017

### Subject D. PERSONNEL



Meeting	Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	10. SUPERINTENDENT'S REPORT/RECOMMENDATION
Access	Public
Type	Action
Recommended Action	It is recommended that the Board approve the attached personnel items A through AW

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- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Nancy DeBella**, paraprofessional at Mill Lake School, effective January 1, 2018.
- B. It is recommended that the Board accept the resignation of **Ms. Kyleen Laurretta**, LDTC at MTMS, effective December 13, 2017.
- C. It is recommended that the Board accept the resignation of **Ms. Holly Jarusiewicz** as the Afterschool TAG teacher at MTMS retroactive to September 15, 2017.
- D. It is recommended that the Board accept the resignation of **Ms. Adrienne Shanfield**, School Goals Committee, retroactive to September 15, 2017.
- E. It is recommended that the Board accept the resignation of **Ms. Laura Granett** as the Assistant Academic Team Coach, retroactive to September 15, 2017.
- F. It is recommended that the Board accept the resignation of **Mr. Joe Borden**, Assistant Wrestling Coach at MTMS, retroactive to September 29, 2017.
- G. It is recommended that the Board accept the resignation of **Mr. Ronald Stuto**, site coordinator at Falcon Care, effective October 28, 2017.
- H. It is recommended that the Board accept the resignation of **Ms. Gina Ward**, paraprofessional at Mill Lake School, retroactive to October 13, 2017.
- I. It is recommended that the Board accept the resignation of **Ms. Jaclyn Puleio** as Freshman Class advisor, effective October 18, 2017.
- J. It is recommended that the Board accept the resignation of **Mr. Nicholas Puleio** as Freshman Class advisor, effective October 18, 2017.
- K. It is recommended that the Board rescind the 17% additional contract to **Ms. Giannina Gomez**, teacher of Spanish, retroactive to September 1, 2017.
- L. It is recommended that the Board approve a maternity leave of absence to **Ms. Angela Winther**, teacher of grade 3 at Oak Tree School effective December 11, 2017 through May 4, 2018 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Winther may be entitled.
- M. It is recommended that the Board approve a maternity leave of absence to **Ms. Erica Coonelly**, media specialist at MTMS, effective November 6, 2017 through March 23, 2018 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Coonelly may be entitled.
- N. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Sarah Pramberger**, teacher of grade 1 at Oak Tree School, effective November 2, 2017 through November 30, 2017 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to



which Ms. Pramberger may be entitled.

- O. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Janina Snagusky**, teacher of language arts at the High School, effective November 6, 2017 through December 15, 2017 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Snagusky may be entitled.
- P. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Jennifer Wirth**, teacher of grade 1 at Mill Lake School, effective December 22, 2017 through January 30, 2018 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Wirth may be entitled.
- Q. It is recommended that the Board approve a modification in the return date of the maternity leave of absence to **Ms. Lauren Burgess**, teacher of grade 5 at Applegarth School effective September 21, 2017 through February 19, 2018 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Burgess may be entitled.
- R. It is recommended that the Board approve a modification in the start date of the maternity leave of absence to **Ms. Katherine Sheppard**, teacher of language arts at MTMS, effective September 5, 2017 through December 22, 2017 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Sheppard may be entitled.
- S. It is recommended that the Board approve a medical leave of absence to **Ms. Michelle Baird**, paraprofessional at Oak Tree School, retroactive to September 15, 2017 through September 29, 2017 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Baird may be entitled.
- T. It is recommended that the Board approve a medical leave of absence to **Ms. Eva Purcell**, paraprofessional at Applegarth School, retroactive to October 17, 2017 through October 31, 2017 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, 2014 through June 30, 2017. It is further recommended that this leave shall be without pay except to the extent of any sick days to which Ms. Purcell may be entitled.
- U. It is recommended that the Board approve an unpaid intermittent leave of absence for staff member **Dr. Kelly Roselle**, Supervisor of Language Arts, World Language and Media Literacy, retroactive to September 27, 2017 pursuant to the Family and Medical Leave Act, 29 U.S.C. §2601, et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq. The Superintendent of Schools and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action by the Board of Education.
- V. It is recommended that the Board approve an unpaid leave of absence under FMLA/NJFLA to **Mr. Edgar Esteves**, teacher of Biology at the High School, effective November 1, 2017 through December 12, 2017. Mr. Esteves' unpaid days will be counted against his entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et. seq., as appropriate.
- W. It is recommended that the Board approve an unpaid leave of absence under NJFLA to **Ms. Sudebi Choudhury**, paraprofessional at Barclay Brook School, retroactive to September 19, 2017 to October 2, 2017. Ms. Choudhury's unpaid days will be counted against her entitlement to unpaid leave pursuant to the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et. seq., as appropriate.
- X. It is recommended that the Board approve a leave of absence to **Ms. Laurie Conductorso**, paraprofessional at Oak Tree School, effective September 27, 2017 through October 2, 2017. Ms. Conductorso will utilize her three personal days and the one remaining day will be unpaid.



- Y. It is recommended that the Board approve an unpaid leave of absence to **Ms. Janet Garavente**, paraprofessional at Mill Lake School, effective December 11, 2017 through December 15, 2017.
- Z. It is recommended that the Board approve an unpaid leave of absence to **Ms. Melissa Goretsky**, paraprofessional at Mill Lake School, effective October 11, 2017 through October 13, 2017.
- AA. It is recommended that the Board approve an unpaid leave of absence for religious observance to **Ms. Lisa Friedman-Wolkoff**, paraprofessional at Mill Lake School on October 13, 2017, March 1, 2018 and May 21, 2018.
- AB. It is recommended that the Board approve the return to work of **Ms. Jeanine Morse**, teacher of grade 4 at Applegarth School, retroactive to October 9, 2017.
- AC. It is recommended that the Board approve **Ms. Irene Covington** as a substitute bus driver for the 2017-2018 school year at the hourly rate of \$17.50, retroactive to July 1, 2017.
- AD. It is recommended the Board approve **Ms. Brenda Ogrodnick** as a substitute teacher for the extended school year program at the hourly instructional supplemental rate (pending contract negotiations) retroactive to July 5, 2017 through August 15, 2017.
- AE. It is recommended that the Board approve the following paraprofessionals at their step on guide for zero period and after school clubs at MTMS effective September 26, 2017 through June 30, 2018 (11-213-100-106-000-093):
- Gail Cocorikis  
Emilia Andreassi  
Maria Bartomeo  
Gladys Apuzzo  
Deepa Swamy  
Lisa Church
- AF. It is recommended that the Board approve the following paraprofessionals at their step on guide for after school clubs at the High School effective September 26, 2017 through June 30, 2018 (11-213-100-106-000-093):
- Donna Cianchetta  
Nancy McNulty  
Maria Holmann  
Cynthia Gordon-Pulsinelli  
Thomas Taylor  
Cassandra Carr  
Eric Barsnica
- AG. It is recommended that the Board approve the following paraprofessional at their step on guide for zero period at Brookside School effective September 26, 2017 through June 30, 2018 (11-213-100-106-000-093):
- Catherine Rascone
- AH. It is recommended that the Board approve the following nurses at the hourly supplemental rate (\$53.87) for after school coverage for project fun effective September 25, 2017 through June 30, 2018 (account. no. 11-000-213-100-000-098):
- Catherine Lestingi  
Leah Nicholas
- AI. It is recommended that the Board approve the following certificated staff as PD Trainers for Professional Development for the 2017-2018 school year at the MTEA negotiated rate:

Brittany Adelino  
Catherine Bernabe  
Allison Cooper  
Cristina Demone  
Jeanne Hayman  
Jamie Juliano  
Christine Velardi



AJ. It is recommended that the Board approve the following certificated staff for After School Basic Skills and TAG Programs for the 2017-2018 school year teachers \$77.56 (elementary) \$116.34 (MTMS) per session:

**Applegarth - TAG**

Lauren Fischetti - grade 4 Math teacher

**Applegarth - Basic Skills**

Lauren Fischetti - teacher  
 Nicole Sheppard - substitute  
 Melissa Evans - substitute  
 Claudia Loonan - substitute  
 Hildelisa Espinal - substitute  
 Stephanie Aarons - substitute

**Barclay Brook - Basic Skills**

Kristin Miller - substitute

**Brookside- Basic Skills**

Ashley Accardi - teacher  
 Beth Nagle-substitute  
 Carly Collins-substitute  
 Jennifer Corvinus-substitute  
 Nancy Mills-substitute  
 Julie Freeman - teacher substitute

**Oak Tree-Basic Skills**

Benjamin Howroyd - substitute  
 Danielle Rispoli - substitute

**Woodland - Basic Skills/TAG substitute**

Diandra Carbone - Basic Skills/TAG substitute  
 Abbe Lustgarten - Basic Skills substitute  
 Maura Towne - Basic Skills substitute

**MTMS - TAG/Basic Skills**

Scott Messenger - STEM  
 Heather DelGuercio - Basic Skills  
 Melissa Manderski - Basic Skills

**District - TAG**

Nancy Scheida  
 Jennifer Corvinus  
 Karissa Crombie  
 Alanna Cholewa  
 Judy Firestine  
 Ashlee Kovacs  
 Terri Gross  
 Benjamin Howroyd  
 Sandra Cormey  
 Ashley Shur  
 Jessica Paprelli  
 Natalie Michael

AK. It is recommended that the Board approve the following clubs at MTMS for Fall 2017:

**Clubs - Instructional Rate (\$53.87)**

Sarah Cummings - MakerSpace Club  
 Sarah Cummings - TSA - Engineering (Technology Student Association)  
 Kerri Curran - Industrial Arts Club  
 Katie Elias - Amazing Creators Workshop  
 Jacqueline Hong - Writer's Club  
 Susanna Jardine/Juliane LeBron (50/50) - Multicultural Literacy/Book Club  
 Carla Lattinelli - Culture Through Cooking Club  
 Heidi Lubrani - Acting for Television Club  
 Donna Montgomery - Programming Club

Donna Montgomery – TSA-Technology (Technology Student Association)  
 Benjamin Mulvey/Mary Katherine Nguyen (50/50) – Mock Trial Club  
 Dana Oberheim – Friends of Rachel Club  
 Dana Oberheim/Fran Schwartz (50/50) – Talent Show Club  
 Fran Schwartz – Rachel's Challenge Club  
 Sarah Ponsini – History Bee Club  
 Nina Schmetterer – American Young Voices Club  
 Christine Viskoki – Craft Club  
 Susan Pace – Leadership Club

Clubs - Non-instructional rate (\$44.85/hr)

Frank Bonich – Chess Club  
 Jessica Consiglio – Nail Art Club  
 Misty Corbisiero – Ping Pong and Tennis Club  
 Jody Heyl – Card and Board Games  
 Scott Messinger – Debate Club  
 Gary Snyder – Scrabble Club  
 Culture Through Cooking Club

- AL. It is recommended that the Board approve the following staff for the 9th grade Afterschool Enrichment Program for 1 hour per week per teacher at the rate of \$77.56/hr (account no. 11-140-100-101-000-070):

**Guidance**

Cathy Ielpi

**Mentors**

Pat Comey  
 Laura Granett  
 Katharine Crapanzano  
 Ryan Parker  
 Edgar Esteves (substitute)

**Math**

Sara Sanguiliano  
 Rachel Reenstra  
 Emily Martin (substitute)

**Language Arts**

Catherine Simmons  
 Andrea Feminella  
 Lorraine Ongaro (substitute)

- AM. It is recommended that the Board approve the increased hours of the following bus driver due to a midday run for the following time frame:

Driver	Hours	Dates
Suzanne Lohman	2.0	9/1/17-10/4/17
Regina Martyka	2.0	11/1/17-6/30/18

- AN. It is recommended that the Board approve the increased hours of the following bus drivers due to midday runs retroactive to September 1, 2017 through June 30, 2018:

Corrine Larsen	2.0
Maureen Prusakowski (retiring eff. 11/1/17)	2.0
Eunice Fonseca	2.0
Michele Britt	2.0
Nina Greene	2.0
Maria Salvador	2.0
Marie Tumminello	1.0
Susan Zelickovics (9/1/17 - 9/15/17)	1.0

Susan Zelickovics (eff. 9/16/17)	2.0
Cheryl Walus	1.5
Dawn Krempecki	2.0
Linda Modzelewski	2.0
Debbie Holtz	2.0

AO. It is recommended that the Board approve additional work hours for the following paraprofessionals for the 2017-2018 school year, retroactive to October 16, 2017 through June 30, 2018:

Name	Position	Daily Hours	Step/Para Guide
Anzaldi, Concetta	Transportation Paraprofessional	2	7
Corigliano, Kristen	Transportation Paraprofessional	2.75	1
Dirusso, Donna	Transportation Paraprofessional	2	1
Khanna, Harsh	Transportation Paraprofessional	3.25	4
Nesby, Karly	Transportation Paraprofessional	1.25	4
Nesby, Margaret	Transportation Paraprofessional	2.25	7
O'Scannell, Lucia	Transportation Paraprofessional	3.25	7
Schaffer, Nancy	Transportation Paraprofessional	1.25	5
Spirito, Anthony	Transportation Paraprofessional	2	4

AP. It is recommended that the Board approve the following club advisors at the High School for the 2017-2018 school year:

Eugene Giaquinto	Junior States of America	\$1721
Jamie Neues	Do the Impossible	\$1721
Robert Byrnes	National English Honor Society co-advisor	\$1721 33.3%
Kimberly Routolo	National English Honor Society co-advisor	\$1721 33.3%
Sharon DeMarco	National English Honor Society co-advisor	\$1721 33.3%
Rachel Reenstra	Assistant Academic Team	\$1117
Seema Taparia	Monroe Corp. Club	volunteer
Michael Collins	Volleyball Club Advisor	\$2812

AQ. It is recommended that the Board approve the following club advisors at the High School effective October 19, 2017 through June 30, 2018:

Adam Herman	Freshman Class Advisor	\$1315 50%
Lauren Staub	Freshman Class Advisor	\$1315 50%

AR. It is recommended that the Board approve the following staff as advisors at the Middle School for the 2017-2018 school year:

Frances Schwartz	Choreographer - grade 6	\$1700
Cynthia Gordon-Pulsinelli	Choreographer - grade 7 and 8	\$1700
Stacy Levier	Costume coordinator - grade 7 & 8	\$1000
Lisa Costantino	Stage Manager/Produce - grade 7 & 8	\$1200
Robert Howatt	Backstage Asst. - grade 7 & 8	\$ 600

AS. It is recommended that the Board approve the following certificated staff at MTMS for the grade 6 dance for 2 hours each at the non-instructional rate \$44.85 and the nurse paid at the MTEA rate:

Nancy Markwell  
 Pat Nortz  
 Sam Schneider  
 Katy Echevarria  
 Cheryl Whinna  
 Dan Fields  
 Sarah Levine  
 Katie Sullivan Nguyen  
 Heidi Lubrani  
 Jursey Wallace  
 Patricia Corica - nurse



AT. It is recommended that the Board approve the following schools and personnel for the School Committee Improvement Panel [SCIP] for the 2017-2018 school year:

**Brookside**

Antonio Pepe  
Dr. Kelly Roselle  
Laura Horoszewski

**Woodland**

Adam Layman  
Samantha McCloud  
Allison Brunotte

**Barclay Brook**

Erinn Mahoney  
Monica Heinze  
Danielle Sano

**Applegarth**

Dennis Ventrello  
Susan Gasko  
Carol Pignataro

**Mill Lake**

Kristen Mignoli  
Bonnie Casaletto  
Brooke Kreiger

**Oak Tree**

Patricia Dinsmore  
Dawn Graziano  
Amanda McGarry

**Middle School**

Chri Chanley  
James Higgins  
Patricia Smith

AU. It is recommended that the Board approve the following certificated staff at the following step on guides:

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Matthew DeFilippis	HS	AP social studies	17% additional contract	11-140-100-101-000-070	9/1/17-6/30/18	additional section due to increased enrollment
Silvia Gonzalez	MTMS	teacher of Spanish	17% additional contract	11-130-100-101-000-080	9/1/17-6/30/18	additional section due to increased enrollment
Michael Sobieski	Mill Lake	teacher grade 3	Step 1 \$49,282 pro rated	11-120-100-101-000-040	12/1/17-12/15/17	leave replacement extension of contract
Jeff Shanfield	HS	Asst. Ice Hockey Coach	volunteer		2017-2018 school year	volunteer
Stephanie Marraffa	HS	Head Winter Cheer Coach	Step 1 \$5079	11-402-100-100-000-098	Winter 2017-2018	replacement position
Carol Pignataro	Applegarth	school goals	\$286	11-120-100-101-000-050	2017-2018 school year	stipend
Valentina Seramba	Applegarth	teacher gr. 5	Step 1 BA \$49,282 pro rated	11-120-100-101-000-050	9/18/17-2/22/18	leave replacement - change in end date

Marisa Guerra	HS	assistant bowling coach	volunteer		2017-2018 school year	volunteer
Jaclyn Abruzzese	HS	History Honor Society - Rho Kappa - advisor	volunteer		2017-2018 school year	volunteer advisor
Laura Granett	HS	History Honor Society - Rho Kappa - advisor	volunteer		2017-2018 school year	volunteer advisor
Jennifer Coccia	HS	Animation Club	volunteer		2017-2018 school year	volunteer advisor
Kerry Curran	MTMS	asst. field hockey coach	volunteer		2017-2018 school year	volunteer coach
Doug Dale	Woodland	Student Council Advisor	\$1335	11-120-100-101-000-030	2017-2018 school year	advisor
Tamar Lopez	Mill Lake	teacher grade 2	longevity \$1405	11-120-100-101-000-040	retroactive 9/1/17	15 year longevity
Kris Cauda	District	nurse - zero period and after school program	MTEA hourly supplemental \$53.87/hr	11-000-213-100-000-098	retroactive to 9/1/17-6/30/18	before and after school program coverage
Cristina Demone	District	nurse - zero period and after school program	MTEA hourly supplemental \$53.87/hr	11-000-213-100-000-098	retroactive to 9/1/17-6/30/18	before and after school program coverage
Danielle Lemunyon	District	nurse - zero period and after school program	MTEA hourly supplemental \$53.87/hr	11-000-213-100-000-098	retroactive to 10/1/17-6/30/18	before and after school program coverage
Kim McKinnon	HS	volunteer coach winter track	volunteer		2017-2018 school year	volunteer coach
Amanda Soliman	MTMS	teacher of math	Step 1 BA \$49,282	11-130-100-101-000-080	9/1/17-6/30/18	correction in account number
Kerri Tafrow	MTMS	teacher of special education	15 years longevity \$1405	11-213-100-101-000-093	effective 1/1/18-6/30/18	longevity
Danielle Lemunyon	HS	nurse		11-000-213-100-000-098	2017-2018 school year	assignment of location
Cristina Demone	district floater	nurse		11-000-213-100-000-098	2017-2018 school year	assignment of location
Joe Borden	HS	Assistant Wrestling Coach	Step 1 \$5071	11-402-100-000-000-098	2017-2018 school year	coaching position
Vanitha Gaurishankar	HS	teacher of engineering/technology	Step 6A MA \$53,327+\$3450	11-140-100-101-000-070	10/9/17-6/30/18	change in start date
Vanitha Gaurishankar	HS	teacher of engineering/technology	17% additional contract	11-140-100-101-000-070	10/9/17-6/30/18	increased enrollment
Kaitlyn Kohlhepp	Oak Tree	teacher of grade 1	Step 1 BA \$49,282 pro-rated	11-120-100-101-000-060	11/6/17-12/4/17	leave replacement extension of contract
Kaitlyn Kohlhepp	Oak Tree	teacher of grade 3	Step 1 BA \$49,282 pro-rated	11-120-100-101-000-060	12/7/17-5/8/18	leave replacement
Kaitlyn Kohlhepp	Oak Tree	Student Council Advisor	\$1335 split and prorated	11-120-100-101-000-060	12/7/17-5/8/18	leave replacement
Dr. Keith Dewey	HS	teacher of language arts	Step 1 DR \$49,282+\$5750 pro-rated	11-140-100-101-000-070	11/6/17-12/15/17	leave replacement



						extension of contract
Brittany Adelino	District	psychologist	Step 1 MA \$49,282+\$3450 120%	11-000-219-104-000-093	7/1/17-6/30/18	correction in account number
Laurie Pike	MTMS	School Goals committee	\$286	11-130-100-101-000-080	2017-2018 school year	stipend position

AV. It is recommended that the Board approve the following non-certificated staff at the following salary guides:

Employee	School	Position	Salary Guide	Account No.	Dates	Reason for hire
Swarna Damodaran	Oak Tree	Para Resource	Step 1 Spec. Ed. \$15.09/hr for 3.75 hrs	11-213-100-106-000-093	10/20/17-6/30/18	new position
Jacquelyn Butkiewicz	Mill Lake	Para Cafe	Step 1 \$13.09/hr for 2.5hrs	11-000-262-107-000-040	10/20/17-6/30/18	transfer replacement
Darlene Rossano	HS	Para Resource	Step 8 Spec. Ed 7.0/hr	11-213-100-106-000-093	9/14/17-6/30/18	increase in hours due to current assignment
Michelle Glessman	HS	Para Resource	Step 8 Spec. Ed 7.0/hr	11-213-100-106-000-093	9/14/17-6/30/18	increase in hours due to current assignment
Cassandra Carr	HS	Para Resource	Step 1 Spec. Ed. \$15.09 +toileting \$2.00+ degree \$1.00 for 7.0/hrs	11-213-100-106-000-093	9/18/17-6/30/18	modification to include toileting
Michelle Ferguson	Barclay Brook	Para - kind/ cafe	Step 1 Reg. Ed \$13.09 for 3.75/hrs	11-190-100-106-000-010 67% 11-000-262-107-000-010 33%	9/18/17-6/30/18	increase in hours
Susan Finkelstein	Applegarth	Para - Basic Skills/TAG	Step on guide	11-120-100-101-000-050	10/2/17-6/30/18	after school program
Tara Yost	Transportation	bus driver	Step 2 \$22.41/hr for 6 hours	11-000-270-160-000-096	10/20/17-6/30/18	new position
Laura Spero	MTMS	Para - cafe	Step 1 \$13.09/hr 3.0/hrs	11-000-262-107-000-080	9/26/17-6/30/18	change in start date
Katherine Tighe	Mill Lake	Para - LLD	Step 2 Spec. Ed. \$15.19 +toileting \$2.00 for 3.75/hrs day	11-204-100-106-000-093	9/1/17-6/30/18	transfer
Francis Ondayko	Barclay Brook	Para - Spec. Ed	Step 5 Spec. Ed \$15.82 6.75/hrs	11-212-100-106-000-093	9/12/17-10/9/17	leave replacement
Alyssa Monforte	Falcon Care	Assistant group leader	\$12/hr for 3.5 hrs	65-990-320-100-000-098	10/16/17-6/30/18	change in start date
Maria Michael	Mill Lake	Para- cafe	Step 1 \$13.09 hr. for 2.5/hrs. day	11-000-262-107-000-040	10/20/17-6/30/18 pending criminal history	transfer replacement
Vera Bujaj	High School	custodian	Entry level + 2nd shift \$20.26+.55 for 8 hours	11-000-262-100-000-070	11/1/17-6/30/18 pending criminal history	replacement position
Christina	Transporta-	para	Step 1 Spec. Ed. \$15.09 for	11-000-270-	10/20/17-	new position

Apuzzo	tion		5.75/hrs	107-000-096	6/30/18	
Joann Byrnes	Transportation	secretary	Step 1 on the COSSA \$39,168.56+\$1,000 base pro rated	11-000-270- 107-000-096	10/20/17- 6/30/18	new position
Michelle Delaney	Brookside	Para	step 5 Spec. Ed. \$15.82+\$2.00 toileting	11-214-100- 106-000-093	retroactive to 9/1/17- 6/30/18	transfer of assignment

AW. It is recommended that the Board approve the following substitutes for the 2017-2018 school year:

#### **Certificated**

Navneet Singh	Substitute Teacher
Danielle Friedman	Substitute Teacher
Edward Walp	Substitute Teacher
Amanda Campanaro	Substitute Teacher
Brittany Kaminsky	Substitute Teacher
Cassandra Perez	Substitute Teacher
Thomas Gardner	Substitute Teacher
Brunetta Allen	Substitute Teacher
Cynthia Sabogal	Substitute Teacher

#### **Non- Certificated**

Gabriella Jimenez	Substitute Avid Tutor
Ryan Stolte	Substitute Volunteer Coach
Nycole Caltabellatta	Substitute Paraprofessional
Maria Gentile	Substitute Paraprofessional
Catherine Clark	Substitute Paraprofessional
Vincent Amabile	Substitute Security
Valerie Gazda	Substitute Volunteer Coach (eff. 10/23/17)

#### **Subject E. BOARD ACTION**

Meeting	Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	10. SUPERINTENDENT'S REPORT/RECOMMENDATION
Access	Public
Type	Action

#### **V. BOARD ACTION (Items A through P).**

##### **A. Residency Contract**

In accordance with Policy #5111 regarding residency contracts, it is recommended that the Board approve the enrollment of the children noted on the attached Residency Contract whose family is under contract for future residency in Monroe Township.

B. It is recommended that the Board approve the previously submitted list of requests for Staff Professional Development.

C. It is recommended that the Board approve the previously submitted list of requests for Field Trips.

D. It is recommended that the Board approve the previously submitted list of Student Teachers for the 2017-2018 school year.

E. It is recommended that the Board approve the previously submitted Student Suspension Report for the month of September 2017.

F. It is recommended that the Board acknowledge receipt of and attest to the accuracy of the previously submitted information contained within the 2017-2018 NJQSAC Statement of Assurance Report and authorize the submission of said report to the State of New Jersey as required.

##### **G. Field Trip Request**

It is recommended that the Board approve student no. 80546 to participate in practices and attend the Honors Jazz Choir in Atlantic City on November 8, 2016 through November 10, 2016. The fee participation in All State



Chorus which includes housing and meals is \$325 per student. Transportation will be provided by the parents or NJMEA, and the NJMEA will be responsible for chaperoning.

- H. It is recommended that the Board approve the the concert percussion workshop with area HS students on October 23, 2017 in the amount of \$300.
- I. It is recommended that the Board approve the Agreement between Monroe Township Schools and Staff Development Workshops to provide staff development training on "Best Instructional Literacy - ESL Practices for grades 6-12 on November 15, 2017 in the amount of \$1700.00.
- J. It is recommended that the Board approve the Agreement between Monroe Township Schools and Staff Development Workshops to provide staff development training on "Adapting Reader's Workshop to Meet the Needs of ESL for grades K-2 and 3-5 on February 20 and 21, 2018 at \$1700 per workshop for a total of \$3400.
- K. It is recommended that the Monroe Township Board of Education approve the previously submitted agreement between the Board and Educational Testing Service for the Board's participation in the Language Muse Activity Palette Study, at no cost to the Board.
- L. It is recommended that the Board of Education acknowledge and approve the following programs, which the Monroe Township Education Association will be conducting in the Monroe Township School District during the 2017-2018 school year, at no cost to the Board:
1. Families and School Together Working for Children; and
  2. Pride in Public Education.
- M. **2017-2018 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** for the period 9/1/17-10/18/17:

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
9/26/17	HS	fight	n/a

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

Policy & Reg. 3160	Physical Examination (certificated)
Policy & Reg. 4160	Physical Examination (non-certificated)
Policy & Reg. 7424	Bed Bugs

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

Policy & Reg. 1240	Evaluation of Superintendent
Policy 1511	Board of Education Website Accessibility
Reg. 2460.8	Special Education – Free and Appropriate Public Education
Reg. 2460.9	Special Education – Transition from Early Intervention Programs to Preschool Programs
Reg. 2460.15	Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
Reg. 2460.16	Special Education – Instructional Material to Blind or Print Disabled Students
Policy 2464	Gifted and Talented Students
Policy 2467	Surrogate Parents and Foster Parents
Policy 2622	Student Assessment
Policy & Reg. 3126	District Mentoring
Policy & Reg. 3221	Evaluation of Teachers
Policy & Reg. 3222	Evaluation of Teaching Staff Members, excluding Teachers and Administrators
Policy & Reg. 3223	Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
Policy & Reg. 3224	Evaluation of Principals, Vice Principals and Assistant Principals
Policy & Reg. 3240	Professional Development for Teachers and School Leaders
Policy & Reg. 5116	Education of Homeless Children
Policy 5460	High School Graduation
Policy 5465	Early Graduation (ABOLISHED)
Policy & Reg. 5610	Suspension
Policy 5620	Expulsion
Policy 8350	Records Retention

- P. It is recommended that the Board approve the following curriculum for the 2017-2018 school year:



Mathematics Grade 1  
 Mathematics Grade 5  
 Mathematics Grade 7  
 Science Grade 2  
 Science Grade 8  
 French III  
 French III Honors  
 American Studies  
 Language Arts II  
 Language Arts II Honors

#### File Attachments

[policies final reading.pdf \(479 KB\)](#)  
[Regulations final reading.pdf \(750 KB\)](#)  
[ETS letter of agreement.pdf \(270 KB\)](#)  
[policy 1st reading.pdf \(752 KB\)](#)  
[reg. for 1st reading.pdf \(1,488 KB\)](#)  
[Student Teaching Approval 10-18-2017-1.pdf \(40 KB\)](#)  
[Copy of MONROE TOWNSHIP \(MIDDLESEX\) OSAC SOA 17-18 \(002\).pdf \(171 KB\)](#)  
[Profess. Develop.pdf \(1,551 KB\)](#)

#### Executive File Attachments

[suspension Sept 2017 \(1\).pdf \(24 KB\)](#)  
[residency.pdf \(259 KB\)](#)  
[Field Trip Requests - October 18, 2017.pdf \(75 KB\)](#)

## 11. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

Subject	A. BOARD ACTION
Meeting	Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	11. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS
Access	Public
Type	Action
Recommended Action	It is recommended that the Board of Education approve the following Board Action Items by roll call.

### BOARD ACTION (Items A through L)

#### A. PROFESSIONAL APPOINTMENTS

1. It is recommended that members of the Monroe Township Board of Education approve the previously submitted proposal from Phoenix Advisors, LLC to provide Continuing Financial Disclosure Agent Services as required by the Municipal Securities Rulemaking Board's Electronic Municipal Market Access (EMMA) for an annual fee of \$850.00 for the 2017-2018 school year.
2. It is recommended that members of the Monroe Township Board of Education approve the previously submitted proposal of JAG-ATC for the provision of substitute Certified Athletic Trainers at an hourly rate of \$35.00 on an as-needed basis, retroactive to October 1, 2017 for the 2017-2018 school year. The Business Administrator/Board Secretary is hereby authorized and directed to take all necessary steps to implement this action by the Board of Education.
3. It is recommended that the members of the Monroe Township Board of Education approve Kathleen Rotter, Ed.D., Educational Consultant, 31 Horseshoe Drive, Hillsborough, NJ 08844 as an Education Expert for litigation for the

2017/2018 school year at a fee of \$300.00 an hour for all work aside from testimony, \$350.00 for testimony, and 50.00 for travel.

#### B. TRANSFER #2

It is recommended that members of the Monroe Township Board of Education approve Transfer #2 for August 2017 for Fiscal Year 2017/2018 as previously submitted.

#### C. BILL LIST

It is recommended that the bills totaling \$6,930,904.69 for August 2017 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

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

In accordance with N.J.A.C. 6A:23-2-11(c) 4, Be It Resolved that the Board of Education hereby certifies that it is in receipt of the Financial Reports for August 2017, 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 August 2017 Secretary's Report indicates that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in accordance with N.J.A.C. 6A:23-2.11(a).

#### E. TRANSFER #3

It is recommended that members of the Monroe Township Board of Education approve Transfer #3 for September 2017 for Fiscal Year 2017/2018 as previously submitted.

#### F. BILL LIST

It is recommended that the bills totaling \$13,598,930.15 for September 2017 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

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

In accordance with N.J.A.C. 6A:23-2-11(c) 4, Be It Resolved that the Board of Education hereby certifies that it is in receipt of the Financial Reports for September 2017, which indicates that no major accounts or funds have been over expended and that sufficient funds are available to meet the district's financial obligations for the fiscal year in accordance with N.J.A.C. 6A:23-2.11(b). In accordance with N.J.A.C. 6A:23-2.11(c) 3, Be It Further Resolved that the Board Secretary certifies that the September 2017 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).

#### H. CONTRACT RENEWAL – ROOFING REPAIRS

It is recommended that members of the Monroe Township Board of Education approve Integrity Roofing, Inc. to provide roofing repairs for the 2017/2018 school year at the following rates which are unchanged from the prior years:

Roofer \$76.10/per hour

Helper \$53.72/per hour

Material Markup 12%

The rates remain the same as last year.

#### I. AUTHORIZED SIGNATORIES

It is recommended that the Board of Education designate the individual Board employees, as indicated on the previously submitted memorandum, as authorized signatories on the corresponding Board of Education accounts during the 2017-2018 school year.

#### J. CONTRACT RENEWAL - FRONTLINE TECHNOLOGIES/MY LEARNING PLAN

It is recommended that the members of the Monroe Township Board of Education renew the Subscription Agreement with Frontline Technologies Group, LLC d/b/a/ MyLearningPlan for a one year subscription (11/01/2017–10/31/2018) at a total cost of \$10,945.24.

#### K. ANNUAL MAINTENANCE BUDGET (M-1)



It is recommended that members of the Monroe Township Board of Education adopt the following resolution:  
 Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities (CMP), and the Annual Maintenance Budget (M-1); and  
 Whereas, the required maintenance activities as listed in the attached documents for the various school facilities of the Monroe Township School District are consistent with these requirements; and  
 Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and  
 Now, Therefore Be It Resolved, that the Monroe Township School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan (CMP) and the Annual Maintenance Budget (M-1) for the Monroe Township School District in compliance with Department of Education requirements.

#### L. PLAY UNIFIED - GRANT ACCEPTANCE

It is recommended that the Monroe Township Board of Education accept the Play Unified Grant for the Monroe Township High School in the amount of \$6,000 for the 2017-2018 school year from Special Olympics New Jersey. The Superintendent and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action by the Board of Education.

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

Michael C. Gorski, CPA  
 Prepared by

October 18, 2017  
 Meeting Date

#### File Attachments

[MLP - Frontline Technologies.pdf \(145 KB\)](#)  
[JAG-ATC.pdf \(384 KB\)](#)  
[Phoenix.pdf \(90 KB\)](#)  
[M1 CMP .pdf \(451 KB\)](#)  
[Financials August 2017.pdf \(2,872 KB\)](#)  
[Financials September 2017.pdf \(3,085 KB\)](#)

#### Executive File Attachments

[Signatories.pdf \(48 KB\)](#)  
[Educational Consultant K.Rotter, Ed.D..pdf \(664 KB\)](#)  
[SONJ Grant.pdf \(505 KB\)](#)

## **12. BOARD PRESIDENT'S REPORT**

## **13. OTHER BOARD OF EDUCATION BUSINESS**

## **14. PUBLIC FORUM**

<b>Subject</b>	<b>A. PUBLIC FORUM (See Note 3)</b>
<b>Meeting</b>	Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
<b>Category</b>	14. PUBLIC FORUM
<b>Access</b>	Public
<b>Type</b>	Information

**See Note 3.**

## **15. CLOSED SESSION RESOLUTION**

<b>Subject</b>	<b>A. CLOSED SESSION MEETING</b>
<b>Meeting</b>	Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
<b>Category</b>	15. CLOSED SESSION RESOLUTION

Access Public

## Type

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

- Harassment, Intimidation and Bullying
- MTEA Negotiations update
- Legal Advice regarding S.M. and R.M. o/b/o A.M. v. Monroe Township Board of Education, Agency Ref. No.: 2017-26162
- Personnel Matter: Level 3 Grievance
- Personnel Matter

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

## 16. PUBLIC FORUM

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Subject	<b>A. PUBLIC FORUM (See Note 3)</b>
Meeting	Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	16. PUBLIC FORUM
Access	Public
Type	Information

See Note 3.

## 17. NEXT SCHEDULED BOARD OF EDUCATION MEETING

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Subject	<b>A. NOVEMBER 15, 2017</b>
Meeting	Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	17. NEXT SCHEDULED BOARD OF EDUCATION MEETING
Access	Public
Type	

**The next scheduled Board of Education Meeting is scheduled for November 15, 2017 7:00 p.m. at the Monroe Township High School.**

## 18. ADJOURNMENT

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Subject	<b>A. Notes</b>
Meeting	Oct 18, 2017 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	18. ADJOURNMENT
Access	Public
Type	Action

### NOTES

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

The Board will permit the use of tape recorders, still or movie cameras, or videotape cameras only when notice of such intended use has been given to the Board Secretary one day in advance of the meeting. Any video recording device must be located and operated from inconspicuous locations in the meeting room as determined by the presiding officer of the meeting. The presiding officer may also limit the number of video recording devices if he/she determines the number and position of the video recording



devices will be an unnecessary intrusion to the meeting. In this event, preference will be given based on the order in which prior notice requesting to record the meeting was provided to the Board Secretary. The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed.

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

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

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

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