

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

ATTENDANCE

Ms. Michele Arminio
Mr. Ken Chiarella
Ms. Jill DeMaio
Ms. Kathy Kolupanowich
Ms. Patricia Lang
Mr. Andy Paluri (arrived at 7:05 p.m.)
Mr. Steven Riback
Ms. Rupa Siegel
Mr. Peter Tufano

JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT

Mr. Paul Rutsky

STAFF PRESENT

Mr. Robert Goodall, Acting Superintendent of Schools
Dr. Dori Alvich, Assistant Superintendent of Schools
Mr. Michael C. Gorski, Business Administrator/Board Secretary

MEMBERS OF THE PUBLIC – approximately 100

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

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Monroe Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted February 8, 2019:

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 Ms. Arminio and seconded by Mr. Tufano to approve the minutes for the Public Board of Education Organization Meeting held on January 3, 2019. Motion carried.

A motion was made by Ms. Lang and seconded by Mr. Riback to approve the minutes for the Public Board of Education Meeting held on January 23, 2019. Motion carried.

A motion was made by Mr. Riback and seconded by Ms. Lang to approve the minutes for the Closed Session Meeting held on January 23, 2019. Motion carried.

MTEA PRIDE PRESENTATION - WOODLAND/MILL LAKE

Student Council Advisors, Mr. Doug Dale, Woodland School and Ms. Trish Abrams, Mill Lake School, along with several student council members, presented a fundraising effort titled “Helping the Hodes”, which helped a local family in need. Mr. Dale reported that the Hodes family house was damaged by a fire and the father was injured in an attempt to save the family pets. Mr. Dale stated that the two Hodes children went through the Monroe Township School system. The two student councils Skyped each other to brainstorm and coordinate a fundraiser. A joint pajama day and an assembly were held. The pajama day fundraiser, along with staff and family donations, accumulated a total of \$3,624.00 for the Hodes family. Mr. Dale reported that this donation was presented to them at the assembly. Adding, that this community project is also an effort towards the district goal of developing learning opportunities for students to understand their civic responsibility as citizens.

MTEA PRIDE PRESENTATION - MIDDLE SCHOOL

Mr. Daniel Fields, and Ms. Danielle Salama, Co-Advisors of the Middle School Builders Club, along with student board officials, presented and explained the different activities that the club participates in. Mr. Fields stated that the Builders Club is a service leadership organization that organizes fundraisers and performs community service. The students expressed some of the reasons that they are glad to be a part of the club and some of the fundraising events that have taken place.

MIDDLE STATES ACCREDITATION

Mr. Goodall introduced Ms. Danielle Drust, Coordinator of Science, Monroe Township High School, who has taken on the role of the High School Internal Coordinator for the Middle States Association Audit.

Ms. Drust stated that the audit process begins by completing a very comprehensive self-study and evaluation. Ms. Drust provided a presentation that covered what Middle States Accreditation is; who they are; what they are looking at; the process of the audit; and action plans for all schools. Lastly, Ms. Drust reported that a group from Middle States will visit the High School from March 19th through March 21, 2019 to evaluate the District on twelve standards as well as the institution’s plan for growth. The twelve standards are as follows: governance and school leadership; school improvement planning; finances; facilities; school organization; staff; health and safety; educational programs; assessment; student services; student life; and information resources. Once the visit is complete, a determination will be made and accreditation may be rewarded.

EDUCATIONAL SUPPORT STAFF OF THE YEAR

Mr. Goodall, Ms. Kolupanowich, Dr. Alvich and Mr. Gorski congratulated the “Educational Support Staff of the Year” award recipients and presented those in attendance with a plaque. The recipients of the award are as follows:

Chris Bierman - Applegarth School

Francine Sorrento - Barclay Brook School

Lisa Romano - Brookside School

Andrea Marsh - High School

Louise Baumann - Middle School

Stacey D’Aversa - Mill Lake School

Daniel Fredericks - Oak Tree School

Carol Majewski - Transportation

Debra Parente - Woodland School

PRESENTATION OF THE 2017-2018 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Mr. Gorski introduced Mr. Gerard Stankiewicz of the auditing firm of Samuel Klein and Company. Mr. Stankiewicz stated that the Board is in the receipt of the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance for fiscal year ending June 30, 2018. Mr. Stankiewicz gave a very thorough review of the CAFR and Management Report and discussed the internal control systems in place in the district. Mr. Stankiewicz explained that the audit is a year-long event during which samples are taken from several areas including payroll, minutes, accounts payable, food service operation, capital projects, student activity funds, grant activity to ensure compliance, and bank reconciliations to ensure that they agree with the general ledger. Lastly, Mr. Stankiewicz stated that there were no recommendations and that the audit was an unmodified clean opinion.

A motion was made by Mr. Rutsky and seconded by Mr. Riback to approve the resolution below by consent roll call:

It is recommended that the members of the Monroe Township Board of Education accept and approve the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance, and hereby approve and authorize the submission of the required Corrective Action Plan (C.A.P.) to the County Office indicating that there are no recommendations for fiscal year ending June 30, 2018.

Roll call 10-0-0-0-0. Motion carried.

STUDENT BOARD MEMBERS REPORT

Ms. Mamillapalli reported the following; several high school students have taken the NJ Biliteracy Seal Exam; MTHS Spanish Honor Society will be holding a Dance-a-Thon next week to raise money for Operation Smile; MTHS FBLA held a karaoke fundraiser with the proceeds going to the March of Dimes; MTHS Media Center will be hosting a One Book Read on February 26, 2019; and Oak Tree School held a PJ's for Police Day fundraiser to help sponsor local policemen participating in the Police Unity Tour.

CLOSED SESSION

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):

- Pending Litigation: Michael G. Kozak, Ed.D. v. Board of Education of the Township of Monroe, Middlesex County, OAL Dkt. No. EDU 07970-18.

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

Adjourned to Closed Session at 8:25 p.m.

Returned to Public Meeting at 8:50 p.m.

A motion was made by Ms. DeMaio and seconded by Ms. Lang to approve the following resolution by consent roll call:

It is recommended that the Board of Education approve the previously submitted Settlement Agreement and General Release in the matter entitled Michael G. Kozak, Ed.D. v. Monroe Township Board of Education, before the Commissioner of Education, OAL Docket. No.: EDU 07970-2018 S. the Board President and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Settlement Agreement. Roll call 10-0-0-0-0. Motion carried.

COMMITTEE REPORTS

Ms. Jill DeMaio, Chairperson of the Curriculum Committee, reported that the committee met earlier this evening and discussed the Computer Science and Coding documents and the Middle School Math Competition Team. The committee recommended both for board approval next month. Ms. DeMaio added that the competition team has been budgeted for the middle school to begin next year.

Ms. Lang added that the curriculum committee discussed the recent presentation on Human Trafficking that was hosted by the League of Women Voters. The League also provided some resources for the district administration to review. Dr. Alvich will take this information to the supervisor team to see how they can address the topic in curriculum or through presentations. The League of Women Voters are also working with the district PTA/PTOs and other community groups to provide public information.

Mr. Riback, Chairperson of the Personnel Committee, reported that the committee met and discussed the need to increase the daily rate for substitutes and possible ways to increase the substitute pool.

Mr. Ken Chiarella, Chairperson of the Buildings, Grounds & Transportation Committee, reported that the committee also met on February 5th and discussed the following:

The committee discussed and concurred with the recommendation from the Athletic Director to allow the girls soccer program to purchase and install an announcement board.

Sargent Jangols from Monroe Township Police Department presented a request for flashing lights at two district schools. The committee recommended the engineering portion of the project, however, they requested that administration pursue other means to fund the cost of designing and installing these signs. Administration met with Township Business Administrator Alan Weinberg and requested that the Township help cover the cost of this project.

The committee discussed the annual IPM Program and reviewed a copy of the current Integrated Pest Management Plan. Mr. Chiarella added that the plan was already reviewed with the building principals and no recommendations for revisions were requested. The committee

supports proceeding with the plan as currently maintained and proceeding with reissuance of the same Integrated Pest Management Plan for the upcoming year.

Administration presented the bid results for the snow plow contract and the committee recommended renewal at no increase for the current school year.

Lastly, the committee reviewed an article that detailed cameras which are used in Virginia and North Carolina to capture drivers passing busses. Sgt. Jangols indicated that he is unsure of the legalities of it and would research it and get back to the committee.

Mr. Paul Rutsky, Chairperson of the Finance Committee, reported that the committee met last Tuesday and received a preview of the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report (AMR). Mr. Stankiewicz reported that there were no audit recommendations and the auditor's opinion letter expressed an unmodified or clean opinion on the financial statements.

Ms. Patricia Lang, Chairperson of the Policy Committee, reported that the committee met on February 5th and reviewed the policies listed on the agenda that are being submitted for reaffirmation. Ms. Lang reported that every policy is being looked at. The committee also reviewed Bylaw 141.1 Board Member and Term (Sending District) and Bylaw 141.2 Board Member and Term (Receiving District).

Mr. Andy Paluri, Chairperson of the Educational Advocacy Committee, stated that the scheduled meeting for last night was cancelled due to the inclement weather. The next committee meeting is tentatively scheduled for March 18, 2019 at 5:00 p.m.

PUBLIC FORUM

Prakash Parab 33 Dayna Drive – requested that the public forum be moved to the beginning of the agenda as it is often too late for parents to wait for public forum. Mr. Parab inquired about the cost per pupil per school. Mr. Gorski responded that the information can be found in Budget documents, and the Taxpayers Guide to Educational Spending. Lastly, Mr. Parab stated that Monroe is not getting adequate funding from State.

SUPERINTENDENT'S REPORT

Mr. Goodall provided an update the referendum process and various presentations scheduled. Mr. Goodall congratulated the Boys Varsity Bowling Team who won the Central jersey Group Four State Championship.

PERSONNEL

A motion was made by Mr. Chiarella and seconded by Mr. Riback that Personnel Items A- AE be approved by consent roll call. Roll Call 10-0-0-0-0. Motion carried. The vote included the Jamesburg Representative where appropriate. A copy of the Personnel section of the Superintendent's Report is attached to the official set of minutes.

BOARD ACTION

A motion was made by Mr. Chiarella and seconded by Mr. Riback that Board Action Items A-Q with the exception of Item K, be approved by consent roll call. Ms. Arminio expressed concern regarding the language in the following: Bylaw 0131, paragraph 2 on page 2; Bylaw 0167 # 3 on page 1; and exclusion of some organizations in Policy# 7510. Roll call 10-0-0-0-0. Motion carried with Ms. Arminio voting no on Item N/0131, Item N/0167, and Item O/7510. 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-I be approved by consent roll call. Roll Call 10-0-0-0-0. Motion carried with Ms. Lang, Mr. Paluri, Mr. Riback, and Ms. Siegel recusing on themselves only on Item I/Travel resolution. The vote included the Jamesburg Representative where appropriate. A copy of the Board Action section of the Business Administrator's Report is attached to the official set of minutes.

BOARD PRESIDENT REPORT

Ms. Kolupanowich presented that there has been a lot of incorrect information going around on social media regarding the referendum. Ms. Kolupanowich referred the public to the district website to find accurate information on the referendum.

Ms. Kolupanowich reported that she attended a NJSBA workshop on making meetings more efficient. Ms. Kolupanowich was pleased to report that the Monroe Township Board of Education has been running their meetings the way they should be run, both legally and through policy. Ms. Kolupanowich provided the Board and members of the public with a handout from the workshop stating some of the facts about being a board member.

Lastly, Ms. Kolupanowich reported that the Board received training on February 4th from NJSBA regarding conducting a superintendent search. Ms. Kolupanowich stated that the Board needs to decide if they would like to conduct the search or hire a search firm and if they would like to do an internal search or open the search to candidates outside the district. Board members discussed the costs related to using an outside firm and some unsatisfactory outcomes from past search firms.

A motion was made by Mr. Paluri and seconded by Mr. Rutsky to engage in a comprehensive out of district search which is opened to external and internal candidates. Ms. DeMaio stated that the district has many qualified candidates within the district and she is in the opinion that promoting within is good for morale. Mr. Tufano and Ms. Siegel concurred. Ms. Lang recommended conducting an internal search first as she feels that past external candidates had difficulty with understanding the district, the ins & outs of Monroe with the changing dynamics, and the district may be better off served by someone who has been in the district and understands the needs, changes and growth. Mr. Riback added that he also agrees that there is a lot of talent within the district, adding that conducting an internal search first will save on costs and time and there is always the option to extend it to external candidates if they are not satisfied with any internal candidates.

Ms. Arminio agreed with Mr. Paluri stating the following: the costs of past searches were not that significant; for transparency purposes the search should be extended to external candidates; by

keeping it internal only the list of candidates would be short; and if district candidates were that good they would rise to the top regardless. Roll call 3-7-0-0-0. Motion failed with Mr. Chiarella, Ms. DeMaio, Ms. Kolupanowich, Ms. Lang, Mr. Riback, Ms. Siegel, and Mr. Tufano voting no.

A motion was made by Ms. DeMaio and seconded by Mr. Tufano that the Board conduct an internal search for a superintendent. Roll call 8-2-0-0-0. Motion carried with Ms. Arminio and Mr. Paluri voting no.

A motion was made by Ms. DeMaio and seconded by Mr. Paluri that the Board conduct the internal superintendent search themselves. Ms. Arminio inquired how the search would be handled; who the candidates would apply to; who will be handling the records; and who will be included in the interviews. Ms. Kolupanowich responded that candidates would apply to the Board of Education, applications would be sent to the board office in a confidential marked envelope to her attention, and all board members will have the opportunity to review the applications. Roll call 9-1-0-0-0. Motion carried with Ms. Arminio voting no.

OTHER BOARD OF EDUCATION BUSINESS

Mr. Peter Tufano encouraged residents to attend the referendum presentation scheduled at the Recreation Center on Monday, March 11th to obtain facts and have any questions they may have answered.

Mr. Paluri reported that approximately thirty high school students are participating in the Monroe Mindful Mentor Program which offers positive psychology and public speaking training sessions to the students. Once completing the program the students will present on Women's History Month on March 9th. Regarding some comments that have been made on social media, Mr. Paluri suggested that the Board as a whole write a letter supporting the referendum.

A motion was made by Mr. Paluri and seconded by Ms. DeMaio that the Board President draft a letter on behalf of the Board of Education supporting the referendum. Roll call 10-0-0-0-0. Motion carried.

Mr. Riback stated that a lot of referendum presentations have been scheduled and requested that the public come out and learn the facts, ask questions to be able to make an informed decision.

Ms. Lang reported that the Jamesburg Special Education Parent Association Group (SEPAG) invited Monroe parents to attend their next meeting regarding transition to be held on February 20th at 6:30p.m. Next, Ms. Lang stated that the next meeting of the Monroe SEPAG is scheduled for March 14th and commended Ms. Betty Saborido who has been working very hard for the group with getting the word out that any parent with a child within special education is welcome to attend.

PUBLIC FORUM

Helen Rasimowicz 14 Cottonwood Court –inquired why Monroe doesn't have a swim team. Mr. Goodall responded that based on student interest a swim club is being proposed in the 19/20 Budget.

Maria Faccionti 7 Angelina Court – on behalf of the Middle School PTO Board of Officers, Ms. Faccionti expressed appreciation for the investigation on the middle school organizations.

Prakash Parab 33 Dayna Drive – spoke in regard to the construction in the town, increased student enrollment, increased taxes, the need for impact fees, and the possibility of suing the state. Mr. Parab requested that the Board pass a resolution in support of charging impact fees. Ms. Kolupanowich stated that the Educational Advocacy Committee will be looking into that.

CLOSED SESSION

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):

- Student Discipline Appeal (HS)
- Harassment, Intimidation and Bullying

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 Ms. DeMaio and seconded by Mr. Riback that the members of the Board of Education go into closed session. Motion carried.

Adjourned to Closed Session at 10:30 p.m.

Returned to Public Meeting at 11:33 p.m.

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

Following a Student Discipline Appeal during which the Board of Education heard the parents appeal and reviewed relevant evidence, including a video of the incident in question, it is recommended that Monroe Township Board of Education: (1) affirm the decision of the Acting Superintendent of Schools regarding the Student Discipline Appeal involving student #90712; and (2) direct the Acting Superintendent to provide a copy of this resolution to the parent. The Acting Superintendent is hereby authorized and directed to take all necessary steps to implement this action by the Board of Education. Roll call 9-0-1-0-0. Motion carried with Mr. Tufano abstaining.

PUBLIC FORUM

Patricia Bisignano 4 Birchwood Road - stated that she is disappointed with the decision that the Board has made regarding the discipline appeal and the security that was provided that evening.

Susan Cavanaugh - stressed her disappointment with the outcome of student discipline appeal.

Robert Cavanaugh – regarding the self-defense issue, Mr. Cavanaugh stated that sometimes its not as simple as a policy, sometimes human emotion needs to be considered.

Bob Rizza 5 Birchwood Road Jamesburg – inquired what the policy is if someone should attack his son as a student in the high school.

Chrissy Skurbe 21 Preakness Drive – stressed her disappointment in the lack of response to the previous speakers. Next, Ms. Skurbe stated that she OPRA'd an email sent to Mr. Goodall from the Middle School PTO with a list of false accusations against the Middle School PSA and inquired about the outcome of the investigation.

Robert Cavanaugh 300 Lightening Way Secaucus- inquired when the suspension would begin and if the student would be provided home instruction. Mr. Goodall responded yes and the parents would be notified tomorrow about the details of the suspension.

Susan 8 Ridgewood Court – stated that she is extremely disappointed with the decision made this evening regarding the student discipline.

M.C. Student – stated that she is very disappointed with the suspension decision and does not feel safe with the current policy.

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 Monday, March 18, 2019.

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 11:50 p.m.

Respectfully submitted,



Michael C. Gorski, CPA
Business Administrator/Board Secretary

The video recording of this meeting of the Monroe Township Board of Education can be found on the district website or <https://monroetv.viebit.com/>.



Wednesday, February 13, 2019
MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING
ALL INDIVIDUALS SITTING AT THE BOARD TABLE SHOULD HAVE THEIR PHONES PUT AWAY

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. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Subject	A. BOARD MEMBERS
Meeting	Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	3. ROLL CALL
Access	Public
Type	Information
	Ms. Michele Arminio
	Mr. Ken Chiarella
	Ms. Jill DeMaio
	Ms. Kathy Kolupanowich
	Ms. Patricia Lang
	Mr. Andy Paluri
	Ms. Rupa Siegel
	Mr. Peter Tufano
	Mr. Steven Riback

JAMESBURG BOARD MEMBER REPRESENTATIVE (See Note 2)

Mr. Paul Rutsky

STUDENT BOARD MEMBERS

Ms. Sreeja Mamillapalli

Mr. Manan Shah

4. STATEMENT

Subject A. STATEMENT

Meeting Feb 13, 2019 - 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 February 8, 2019 :

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

5. APPROVAL OF MINUTES

Subject A. APPROVAL OF MINUTES

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 5. APPROVAL OF MINUTES

Access Public

Type Information

Public Board of Education Organization Meeting, January 3, 2019
Public Board of Education Meeting, January 23, 2019
Closed Session Meeting, January 23, 2019

Executive File Attachments

[draft 01.03.19 Public Minutes.pdf \(232 KB\)](#)[Draft 01.23.19 Closed Session Minutes.pdf \(108 KB\)](#)[draft 01.23.19 Public Minutes.pdf \(388 KB\)](#)**6. PRESENTATIONS**

Subject A. MTEA PRIDE PRESENTATION - WOODLAND/MILL LAKE

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 6. PRESENTATIONS

Access Public

Type

Woodland / Mill Lake Student Councils

Subject B. MTEA PRIDE PRESENTATION - MIDDLE SCHOOL

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 6. PRESENTATIONS

Access Public

Type

Monroe Township Middle School Builders Club

Subject C. MIDDLE STATES ACCREDITATION

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 6. PRESENTATIONS

Access Public

Type

MIDDLE STATES ACCREDITATION - HIGH SCHOOL

Subject D. SUPPORT STAFF OF THE YEAR

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 6. PRESENTATIONS

Access Public

Type

SUPPORT STAFF OF THE YEAR

Subject E. PRESENTATION OF THE 2017-2018 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 6. PRESENTATIONS

Access Public

Type

PRESENTATION OF THE 2017-2018 COMPREHENSIVE ANNUAL FINANCIAL REPORT

7. STUDENT BOARD MEMBERS' REPORT

8. CLOSED SESSION

Subject A. CLOSED SESSION RESOLUTION

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 8. CLOSED SESSION

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):

- Pending Litigation: Michael G. Kozak, Ed.D. v. Board of Education of the Township of Monroe, Middlesex County, OAL Dkt. No. EDU 07970-18.

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.

9. COMMITTEE REPORTS

10. PUBLIC FORUM -AGENDA ITEMS ONLY

Subject A. PUBLIC FORUM (See Note 3)

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 10. PUBLIC FORUM -AGENDA ITEMS ONLY

Access Public

Type

See Note 3.

11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Subject A. ENROLLMENT

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

I. ENROLLMENT

Schools	1/31/19	12/30/18	Difference	1/31/18	Difference
Applegarth	444	438	+6	412	+32
Barclay Brook	334	328	+6	346	-12
Brookside	401	400	+1	413	-12
Mill Lake	551	549	+2	575	-24

MTMS	1713	1711	+2	1663	+50
Oak Tree	726	709	+17	690	+36
Woodland	352	350	+2	411	-59
High School	2328	2328	0	2302	+26
Total	6849	6813	+36	6812	+37

*2330 reported last month (correction)

I. ENROLLMENT (CONT'D)

Out of District Students

School	Monroe			Jamesburg		
	Dec.	Jan.	Difference	Dec.	Jan.	Difference
Academy Learning Center	7	7		2	2	
Best Academy				1	1	
Bridge Academy	1	1				
Cambridge School	1	1				
Center for Lifelong Learn	3	3				
Center School	2	2				
Childrens Center of Monm.	1	1				
Coastal Learning Center	0	0		1	1	
Collier	3	3				
CPC High Point	1	1				
Daytop School				0	0	
Douglass Develop. Center	1	1		1	1	
East Mountain	1	1				
Eden	4	4				
Garfield Park Academy	1	0	Minus 1			
Harbor School	1	1				
Lakeview School	1	1				
Mary Dobbins School	1	1				
New Roads Parlin	1	1				
New Roads Somerset	2	2				
Mercer Elementary	1	1				
Mercer High School	1	1				
Newgrange School	2	2				
Newmark Elementary	1	1				
Rock Brook School	1	1				
Rugby	2	2				
Schroth School	2	2				
Shore Center	1	1				
Total	43	42		5	5	

I. STAFF COUNT

Department	Number of Staff
Superintendent Office	
Superintendent	1
Secretary	2
Assistant Superintendent Office	
Assistant Superintendent	1
Secretary	2
Human Resources	3
Business Office	
Business Administrator	1
Secretary	1

Accounting/Purchasing/Building Use	6
Payroll	3
Benefits	1
Legal	
Board Attorney	1
School Admin/Admin Support	
Principal	8
Assistant Principal	10
Secretary	28
Paraprofessional - Part-time	1
Supervisors K-12 HS	
K-12 Supervisor	6
Secretary	1
Instructional	
Teacher	534
Classroom Paraprofessionals/Media Ctr	
Paraprofessionals - Full-time	94
Paraprofessionals - Part-time	49
Media Coordinator	3
Educational Services Professionals	
LDTC	9
School Social Worker	7
School Psychologist	12
Physical Therapist	2
Occupational Therapist	6
Behavior Specialist/BCBA	3
Nurse	12
Media Specialist	8
School Counselor	19
Reading Specialist	5
SAC	1
Speech	15
Pupil Personnel Services	
Director	1
Supervisor	1
Secretary	5
Paraprofessional	1
Information Systems	
Director	1
Secretary	1
Network Operation Manager	2
Lead Workstation Specialist	1
Workstation Specialist	7
Facilities	
Director	1
Supervisor/Building Manager	3
Secretary	1
Custodial/Maintenance	71
Transportation	
Director	1
Coordinator	1
Dispatcher	1
Secretary	1
Driver	57
Mechanics	4
Paraprofessionals - Part-time	13
Security	

Director	1
Security Guard	19
Athletic Department	
Supervisor	1
Athletic Trainer (1 full time, 1 part-time teacher/trainer)	1.5
Secretary	1
Food Service	
Director	1
Lunch Paraprofessionals - Part-time	44
Falcon Care/ECE	
Director	1
Clerk	1
Teacher/Teacher Aides	6
Group Leader, Asst Group Leader, Site Coordinator (Part-time)	22
Total District Staff as of 2/1/2019	1127.5

Subject B. HOME INSTRUCTION

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

II. HOME INSTRUCTION

ID	School	Grade	Reason	Instructors	Effective Date	End Date
84142	MTHS	11	Medical	Votman, M., Pangalos, G.	9/20/2018	
82801	MTHS	11	Medical	Stapenski, D., Profaci, K., Tringali, C., Sharma, V., ESCNJ	10/25/2018	1/2/2019
88044	MTHS	11	Admin	Ongaro, L.	12/12/2018	1/10/2019
92562	MTHS	12	Admin	ESCNJ	11/26/2018	
91708	MTHS	10	Medical	Professional Education Services	12/27/2018	1/11/2019
90756	MTHS	11	Admin	ESCNJ	12/12/2018	
90582	MLS	1	CST	Bartus, Harduby, Wei	9/5/2018	
91710	MTHS	10	Medical	Sharma, V., Casarella, S., Robert Byrnes, Wall, S., Russo, B.	9/13/2018	
86731	MTMS	7	Medical	Penn Medicine/Princeton Medical Center	9/12/2018	1/7/2019
92544	Barclay Brook	2	Medical	Ciaccia, D.	11/28/2018	
86518	MTMS	7	Medical	Consiglio, J., Hertman, J., Kirchner, K., Parker, R., Lyons, D.	9/14/2018	
83918	MTHS	10	Medical	Gold, Abbey, j Sharma, V., Kasternakis, M., LanFranchi, Ana	12/21/2018	
90817	MTHS	12	Medical	Lustgarten, A., Mascali, S., Simmonds, E., Baum, J.	11/22/2018	
82913	MTHS	11	Medical	Hladek, B., Miller, L. , Lyons, D., Miller, L.	9/21/2018	
85333	MTHS	9	Medical	Lustgarten, A., Kelleher, D., Parker, R., Casarella, S., Hertman, J.	9/5/018	
85696	MTHS	9	Medical	Professional Education Services	1/28/2019	
86599	MTMS	8	Admin	Ballard, M., Kasternakis, M., Parker, R., S. Levine, Wall, S.	11/28/2018	
81768	MTHS	12	Admin	McDonald, M., Ongaro, L.	11/1/2018	

79109	MTHS	11	CST	McDonald, Harris, Countryman, Ballard, Alagna, Therapeutic Outreach, ESCNJ	9/5/2018	
85837	MTHS	11	Admin	Weinstein, S.	12/14/2018	
92693	Oak Tree	K	Medical	Sarcone, G.	12/5/2018	
85425	MTHS	9	Medical	Professional Educational Services	1/3/2019	1/21/2019
86466	MTHS	12	Admim	Hunt, James	12/7/2018	1/3/2019
90602	MTMS	7	Medical	Arons, S., Gorham, M., Levine, S., Katona, C., Lyons, D.	9/13/2018	
86459	MTHS	11	Medical	Lobello, L., Baum, J., Friedman, E., Lyons, D.,	10/29/2018	
90352	MTMS	8	Medical	PESI	12/20/2018	1/15/2019
86836	MTMS	7	Medical	Parker, R., Lewis, S., Santos, A., Ponsini, S., Tervo, K.	9/20/2018	
91198	OTS	2	CST	Rubenstein/Seitz, Spadafora, T., Therapeutic Outreach, Oxford	9/5/2018	
89499	Woodland	5	Medical	McTernan, P.	9/12/2018	
82986	MTHS	11	Medical	Stranieri, M., Wall, S., Sanguiliano, S.	10/23/2018	
93391	MTHS	11	Admin	ESCNJ	12/7/2018	1/4/2019
84142	MTHS	11	Medical	Lyons, D., NJESC, Santoriello, M.	9/20/2018	
89333	MTHS	11	Admin	Profaci, K., ESCNJ	1/3/2019	
90297	MTHS	12	Medical	Byrnes, R., Lee, Katelyn, Wall, S.	9/12/2018	
84028	MTHS	11	Admin	Schartz, M., Pangalos, G., Lyons, D.	1/17/2019	1/24/2019
92510	MTHS	9	Admin	Weiss, T., ESCNJ	1/3/2019	
87660	MTHS	9	Admin	Gold, A., Weiss, T.	1/14/2019	
83084	MTHS	11	Admin	Lyons, D., ESCNJ	1/17/2019	
86948	MTMS	8	Medical	Levin, S., Dawson, A., Berry, E., Viszoki, C., ESCNJ	1/4/2019	1/23/2019
85513	MTHS	9	Medical	Rutgers Health	1/16/2019	
82063	MTHS	12	Medical	Ballard, M., Hommer, N.	1/7/2019	1/24/2019

Subject**C. FIRE/LOCKDOWN DRILLS**

Meeting

Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category

11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access

Public

Type

Information

III. FIRE/LOCKDOWN DRILL

Applegarth School ----- January 4, 2019
 Barclay Brook School ----- January 16, 2019
 Brookside School ----- January 16, 2019
 Mill Lake School ----- January 25, 2019
 Monroe Middle School----- January 8, 2019
 Oak Tree School ----- January 4, 2019
 Woodland School ----- January 23, 2019
 Monroe High School ----- January 16, 2019

Lockdown

Applegarth School----- January 8, 2019
 Barclay Brook School----- January 11, 2019
 Brookside School ----- January 9, 2019
 Mill Lake School ----- January 9, 2019
 Monroe Middle School----- January 29, 2019

Oak Tree School ----- January 18, 2019
 Woodland School ----- January 25, 2019
 Monroe High School ----- January 29, 2019

Subject D. PERSONNEL

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Action

Recommended Action It is recommended that the Board approve the attached personnel items A through AE

IV. PERSONNEL

- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Karen Swercheck**, music teacher at Woodland School, effective July 1, 2019.
- B. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Carol Lange**, media specialist at Applegarth School, effective July 1, 2019.
- C. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Sharon Aptaker**, LDTC at the High School, effective July 1, 2019.
- D. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Faith Vidolin**, Speech Language Specialist at Applegarth/Oak Tree Schools, effective July 1, 2019.
- E. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Florence Muniz**, confidential secretary to the Director of Pupil Personnel Services, effective September 1, 2019.
- F. It is recommended that the Board accept the resignation of **Ms. Melissa Cortina**, teacher of kindergarten at Mill Lake School, effective April 18, 2019.
- G. It is recommended that the Board accept the resignation of **Ms. Nicole Altilio**, teacher of special education at the High School, effective April 13, 2019.
- H. It is recommended that the Board accept the resignation of **Ms. Joanne Chiles**, bus driver in the Transportation Department, retroactive to January 23, 2019.
- I. It is recommended that the Board accept the resignation of **Ms. Laurie Condurso-Lane**, paraprofessional at Oak Tree School, effective February 11, 2019.
- J. It is recommended that the Board approve a maternity leave of absence to **Ms. Brittney Ragusa**, school counselor at Barclay Brook School, effective May 20, 2019 through November 1, 2019 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Ragusa may be entitled to.
- K. It is recommended that the Board approve a medical leave of absence to **Ms. Jennifer Metroke**, teacher of Special Education at Brookside School, retroactive to January 8, 2019 through January 18, 2019 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Metroke may be entitled to.
- L. It is recommended that the Board approve a medical leave of absence to **Ms. Laurie Beagan**, teacher of ESL at MTHS, retroactive to February 5, 2019 through March 11, 2019 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and

the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Beagan may be entitled to.

- M. It is recommended that the Board approve a medical leave of absence to **Ms. Lorraine Ongaro**, teacher of Special Education at MTHS, retroactive to February 4, 2019 through February 18, 2019 in accordance with Article 17, Paragraph B.2 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Ongaro may be entitled to.
- N. It is recommended that the Board approve a medical leave of absence to **Ms. Nicole Kessner**, paraprofessional in the Transportation Department, retroactive to November 26, 2018 through February 1, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Kessner may be entitled to.
- O. It is recommended that the Board approve a revision in the start date of the medical leave of absence to **Mr. Dominick Tringali**, Building Manager at the High School effective January 30, 2019 through March 1, 2019. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Mr. Tringali may be entitled to.
- P. It is recommended that the Board approve a medical leave of absence to **Ms. Concetta Anzaldi**, paraprofessional for the Transportation Department, retroactive to January 22, 2019 through February 1, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Anzaldi may be entitled to.
- Q. It is recommended that the Board approve a medical leave of absence to **Ms. Jacqueline Koslowitz**, paraprofessional at the High School, effective April 17, 2019 through May 29, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Koslowitz may be entitled to.
- R. It is recommended that the Board approve a medical leave of absence to **Ms. Lynda Mannino**, bus driver in the Transportation Department, retroactive to January 22, 2019 pending further action of the Board in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Mannino may be entitled to.
- S. It is recommended that the Board approve an extended medical leave of absence to **Ms. Nancy Lomonaco**, paraprofessional at Applegarth School, retroactive to January 29, 2019 through February 28, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Lomonaco may be entitled to.
- T. It is recommended that the Board approve an extended medical leave of absence to **Ms. Michelle Baird** paraprofessional at Oak Tree School, retroactive to January 28, 2019 through February 8, 2019 in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Baird may be entitled to.
- U. It is recommended that the Board approve an extended medical leave of absence to **Ms. Melissa Ramos** paraprofessional at Brookside School, effective February 25, 2019 pending further action of the Board in accordance with Article 21, Paragraph F in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Ramos may be entitled to.

- V. It is recommended that the Board approve an unpaid leave of absence to **Ms. Lynne Caputo**, paraprofessional at Oak Tree School, retroactive February 12, 2019 through March 8, 2019.
- W. It is recommended that the Board approve an unpaid leave of absence to **Ms. Renee Hardt**, teacher of Language Arts at the HS, effective March 7-8, 2019.
- X. It is recommended that the Board approve a leave of absence to **Ms. Kirti Vyas**, Occupational Therapist at Brookside School, effective March 4, 2019 through March 11, 2019. Ms. Vyas will utilize three personal days and the remaining three days will be unpaid.
- Y. It is recommended that the Board approve the return to work of **Ms. Danielle Drust**, teacher of science at the High School, effective January 28, 2019.
- Z. It is recommended that the Board approve the following staff member as a Professional Development Trainer for the District PD for the 2018-2019 school year:

Nate Cogdill

- AA. It is recommended that the Board approve the following staff as teachers and substitute teachers in the After School TAG and Basic Skills Program for the 2018-2019 school year elementary teachers \$77.56 per session:

Applegarth

Cori D'Albero - substitute
 Alexandra Reilly - substitute
 Michael Fattibene - substitute

Katrina Wraga - Art TAG

- AB. It is recommended that the Board approve the following salary guide changes retroactive to February 1, 2019:

Kristine Christie - MA
 Christopher Gross - BA+15
 Christopher Tagliaferro - BA+15
 Adam Layman - Doctorate
 Kristie Zimmermann - Step 6A BA+15
 Brenda Ogrodnick - Step 11 MA+30
 Noreen Clifford - Step 10B MA+30
 Melissa Cortina - Step 8A BA+15

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

Name	School	Position	Salary	Account No.	Effective Date	Reason
Samanatha Sheenan*	HS	Teacher of Special Education/ICR	Step 6A MA \$54,517+\$3450	11-213-100-101-000-093	3/4/19-6/30/19	Leave replacement
Patricia Corica	HS	Nurse DECA trip	\$150.00./day \$119.00/night	11-000-213-100-000-098	3/4/19-3/6/19	Substitute
Deborah Force	MTMS	Nurse – Disney Music Trip	\$119 per night	11-000-213-100-000-098	3/29/19-4/1/19	Music trip
Kaury Bono	HS	Asst. coach – girls lacrosse	Step 1 \$4681	11-402-100-100-000-098	2/10/19-6/30/19	Replacement position
Richard Suhr	HS	Asst. coach – golf	Step 1 \$4076	11-402-100-100-000-098	2/10/19-6/30/19	Replacement position
Meghan Williams	HS	Asst. Coach – girls basketball	Step 2 \$5667	11-402-100-100-000-098	Retroactive to 10/15/18-6/30/19	Replacement position
Michael	HS	Spec. Ed.	17% additional contract	11-213-	Retroactive to	Leave

McDonald		Teacher		100-101-000-093	1/18/19-2/1/19	replacement
Jena Rose	HS	Spec. Ed. Teacher	17% additional contract	11-213-100-101-000-093	Retroactive to 1/18/19-2/1/19	Leave replacement
Anthony Arcaro	HS	Spec. Ed. Teacher	17% additional contract	11-213-100-101-000-093	Retroactive to 1/18/19-2/1/19	Leave replacement
Nicholas Isola	HS	Spec. Ed. Teacher	17% additional contract	11-213-100-101-000-093	Retroactive to 1/18/19-2/1/19	Leave replacement
Seema Taparia	HS	Spec. Ed. Teacher	17% additional contract	11-213-100-101-000-093	Retroactive to 1/18/19-2/1/19	Leave replacement
Landon McCartney	HS	Teacher of ESL	17% additional contract	11-240-100-101-000-098	Retroactive to 2/5/19-3/8/19	Leave replacement
Victoria Giblin	HS	Teacher of ESL	17% additional contract	11-240-100-101-000-098	Retroactive to 2/5/19-3/8/19	Leave replacement
Beth Wolk	HS	Teacher of ESL	17% additional contract	11-240-100-101-000-098	Retroactive to 2/6/19-3/7/19	Leave replacement
Brittney Benesz	High School	Teacher of math	Step 1 BA \$50,927 pro rated	11-140-100-101-000-070	1/29/19-6/30/19	Change in start date
Richard Suhr	HS	Teacher of math	Additional 17% contract	11-140-100-101-000-070	Retroactive to 1/31/19	Change in end date
Michael Wall	HS	Teacher of math	Additional 17% contract	11-140-100-101-000-070	Retroactive to 1/31/19	Change in end date
Stephanie Cook	HS	Teacher of math	Additional 17% contract	11-140-100-101-000-070	Retroactive to 1/30/19	Change in end date
Katerina Profaci	HS	Teacher of math	Additional 17% contract	11-140-100-101-000-070	Retroactive to 1/30/19	Change in end date
George Pangelos	HS	Teacher of math	Additional 17% contract	11-140-100-101-000-070	Retroactive to 1/30/19	Change in end date
Edgar Esteves	HS	Teacher of Biology	Additional 17% contract	11-140-100-101-000-070	Retroactive to 1/16/19-1/24/19	Leave replacement
Christopher Himmelheber	HS	Teacher of Biology	Additional 34% contract	11-140-100-101-000-070	Retroactive to 1/16/19-1/25/19	Leave replacement
Donna Montgomery	HS	TSA	\$2,054 50%	11-401-100-100-000-098	2018-2019 school year	Stipend position - shared
Sarah Cummings	HS	TSA	\$2,054 50%	11-401-100-100-000-098	2018-2019 school year	Stipend position - shared
Steven Manahan	HS	Asst. Baseball Coach	Step 1 \$4681	11-402-100-100-000-098	2/15/19-6/30/19	Coaching position
Diandra Carbone Maricondi	Woodland	After School Detention	Non instructional rate \$44.85/hr. for 1 hour as needed	11-120-100-101-000-030	2/14/19-6/30/19	On an as needed basis
Brianna Badami	HS	Teacher of Special Education ICR/RC	Step 1 BA \$50,927 pro rated	11-213-100-101-000-093	Retroactive to 2/1/19 - 6/30/19	Certificate received
Melissa	Brookside	Teacher of	Step 1 BA \$50,927 pro	11-213-	3/14/18-	leave

DeMauro*		Special Ed/ICR	rated	100-101-000-098	6/30/19	replacement
Amanda Lair*	Oak Tree	Teacher of grade one	Step 1 BA \$50,927 pro rated	11-120-100-101-000-060	4/3/19-6/30/19	leave replacement
Stephanie Marraffa	HS	Advisor for Tennis Table Club	\$1721.00	11-401-100-000-098	2/15/19-5/20/19	advisor

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

Name	School	Position	Salary	Account No.	Effective Date	Reason
Janet Hyman	Barclay Brook	Spec. Ed. Para/RC	Step 8 Spec. Ed. +toileting\$18.58+\$2.00+\$2.50 for .5/hrs. (for a total of 4.0 hrs. total	11-213-100-106-000-093	Retroactive to 2/4/19-6/30/19	New position
Timothy Ferrano	MTMS and ML Annex	Custodian	Entry level+2 nd shift \$20.72+.60 for 8 hours	11-000-262-100-000-080 50% 64-990-320-100-000-098 50%	Retroactive to 2/4/18-6/30/19	Increase in hours – retirement replacement
Millie Donofrio	Transportation	Bus Driver	Step 2 \$23.72/hrs. for 6.0 hrs.	11-000-270-160-000-096	3/1/19-6/30/19	Replacement position
Renata Schipsi	Transportation	Bus Driver	Step 2 \$23.72/hrs. for 6.0 hrs.	11-000-270-160-000-096	2/19/19-6/30/19	Replacement position
Lucrezia Howard	Transportation	Bus Driver	Step 2 \$23.72/hrs. for 6.0 hrs.	11-000-270-160-000-096	2/19/19-6/30/19	Replacement position
Susan Dugan	PPS	Confidential Secretary to the Director of PPS	\$7400 differential pro-rated	11-000-219-105-000-093	2/13/19-4/12/19	Leave replacement
Virginia Ullrich	MTMS	Para	\$200 PD credits	11-213-100-106-000-093	2/14/19-6/30/19	PD credits
Angela Minton	HS	Computer workstation specialist	\$750 for A+ certificate	11-000-252-100-000-070	Retroactive to 1/25/19-6/30/19 pro-rated	Modification in salary
Ludwina Boseman	Transportation	Driver	Step 2 \$23.72/hr. for 6.0/hrs.	11-000-270-160-000-096	Retroactive to 2/9/19-6/30/19	Replacement position
Lori Konopacki	Oak Tree	Spec. Ed. Para PSD	Step 6 Spec. Ed.+toileting \$15.27+2.00+2.5 for 6.75/hrs.	11-215-100-106-000-093	Retroactive to 2/6/19-6/30/19	Transfer to new position
Cheryl Kwintner	Mill Lake Annex	E.C.E. teacher	\$30,000 pro rated	64-990-320-	2/14/19-3/29/19	Leave replacement

				100-000-098		
Jean Malkiewicz	PPS	Secretary	\$100 PD stipend	11-000-219-105-000-093	Retroactive to 2/1/19-6/30/19	PD credit
Shelly Tessein	HR	Coordinator	\$100 PD stipend	11-000-251-100-000-095	Retroactive to 2/1/19-6/30/19	PD credit
Karen Walker	HS	Paraprofessional – after school club	Hourly step on guide from 2:00-4:15	11-213-100-106-000-093	Retroactive to 2/5/19-6/30/19	After school club
Stephanie Sacharanski	Transportation	Para- Spec. Ed. (bus)	Step 1 Spec. Ed. \$13.64/hr.+ \$2.00 for 5/hrs.	11-000-270-107-000-096	Retroactive to 2/8/19-6/30/19	Change in start date

AE. It is recommended that the Board approve the following substitutes for the 2018-2019 school year:

Certificated

Sandra Lovaglio
 Pamela Panagos-Crivers
 Brandon Russo

Substitute Teacher
 Substitute Teacher
 Home Instruction

Non-Certificated

Laurie Conduro
 Kayla Albrethsen
 Matthew Mangarella

Substitute Paraprofessional
 Substitute Volunteer Coach
 Substitute Volunteer Coach

Executive File Attachments
[resumes.pdf \(48 KB\)](#)
[resume 2.pdf \(136 KB\)](#)

Subject

E. BOARD ACTION

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Action

V. BOARD ACTION (Items A through Q).

- A. It is recommended that the Board approve the previously submitted list of requests for Staff Professional Development.
- B. It is recommended that the Board approve the previously submitted list of requests for Field Trips for the 2018-2019 school year.
- C. It is recommended that the Board approve the previously submitted list of Student Teachers for the 2018-2019 school year.
- D. It is recommended that the Board approve the previously submitted Student Suspension Report for the month of January 2018.
- E. It is recommended that the Board approve the previously submitted revised school calendar for the 2019-2020 school year.

- F. It is recommended that the Board approve the previously submitted Agreement between Kerry Magro, Consultant and Autism Advocate, and the Monroe Township Board of Education to provide two presentations, one to students during the school day, and one to parents in the evening on April 10, 2019 in the amount of \$900 per session for a total of \$1,800.
- G. It is recommended that the Board approve the following workshops provided by AME Educational Consultants on Mindfulness Training to teachers in grades K-5 on March 25, 2019 and teachers in grades 6-12 on May 22, 2019 in the amount of \$1300 each for a total of \$2600.00.
- H. It is recommended that the Board approve the previously submitted Agreement between the Monmouth County Arts and Education Center and the Monroe Township School District for the 2018-2019 school year for students in grade 6-8 (22 students at \$845 per student includes transportation) and students in grades 9-12 (13 students at \$860 per student includes transportation) to attend the Arts and Education program for a total cost of \$29,770.00.
- I. It is recommended that the Board of Education approve the previously submitted proposal of Lenox Law Firm to provide professional development to District Administrators on March 18, 2019 at the cost of \$1,200.00.
- J. It is recommended that the Board of Education approve, retroactively, NJ Pediatric Feeding Associates, 152 Tices Lane, East Brunswick, NJ to provide training to our staff on September 14, 2018 and March 6, 2019 at a cost of \$1,500.00 each for a total cost of \$3,000.00.
- K. It is recommended that the Board of Education approve the previously submitted Settlement Agreement and General Release in the matter entitled Monroe Township Board of Education and Monroe Township Education Association, Docket No. AR-2018-245. The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement the aforesaid Settlement Agreement.
- L. It is recommended that the Board of Education approve the previously submitted new: (1) Monroe Township High School Mission Statement; (2) Monroe Township High School Belief Statements; and (3) Monroe Township High School Profile of Graduates, as a result of the Middle States Accreditation effective July 1, 2019.
- M. It is recommended that the Board of Education: (1) affirm the Superintendent's initial determination regarding the Harassment, Intimidation & Bullying complaints set forth below; and (2) direct the Superintendent to provide notice of the Board's aforementioned decision to the parents of all involved students.

Incident No. 196382

Incident No. 196934

Incident No. 197050

- N. It is recommended that the Board reaffirm the following Bylaws:

Bylaws

- 110 Identification
- 120 Authority and Powers
- 131 Bylaws and Policies
- 132 Executive Authority
- 133 Adjudication of Dispute
- 142 Board Member Qualifications Prohibited Acts and Code of Ethics
 - 142.1 Nepotism
- 143 Board Member Election and Appointment
 - 143.2 Student Representatives to the Board of Education
- 146 Board Member Authority
- 148 Board Member Indemnification
- 155 Board Committees
- 161 Call, Adjournment, and Cancellation
- 162 Notice of Board Meetings
- 163 Quorum
- 164.2 Board Member Participation at Board Meetings Using Electronic Device
- 165 Voting
- 166 Executive Sessions
- 167 Public Participation in Board Meetings

- 168 Recording Board Meetings
- 171 Duties of President and Vice President
- 172 Duties of Treasurer of School Moneys
- 173 Duties of Public School Accountant
- 175 Contracts with Independent Consultants
- 176 Collective Bargaining and Contract Approval/Ratification

O. It is recommended that the Board approve the following Bylaws, Policies and Regulations for a first reading:

- Bylaw 141.1 Board Member and Term (Sending District)
- Bylaw 141.2 Board Member and Term (Receiving District)
- Bylaw 144 Board Member Orientation and Training
- Bylaw 151 Organization Meeting
- Policy & Reg. 7510 Use of Facility

P. It is recommended that the Board approve the following Regulation for a second and final reading:

Reg. 5561 USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES

Q. **2018-2019 Violence/Substance Abuse/Estimated Violence/Vandalism Costs** for the period 12/19/18-1/23/19:

<u>Date</u>	<u>School</u>	<u>Incident</u>	<u>Cost to District</u>
1/4/19	HS	Substance Use Confirmed	
1/25/19	HS	Substance Use Confirmed	
1/31/19	HS	assault	
2/5/19	HS	fight	
2/5/19	HS	assault	

File Attachments

School Calendar 2019-2020.DRAFT.10-18.pdf (658 KB)
 By laws for reaffirmation.pdf (3,265 KB)
 R5561.pdf (283 KB)
 Student Teaching Approval 2_13_2019.pdf (26 KB)
 pol. bylaw, reg. first reading.pdf (2,417 KB)
 Lenox Law.pdf (132 KB)
 Staff Professional Development.pdf (352 KB)
 High School Mission Statement & Profile of Graduates.pdf (41 KB)
 High School Belief Statements.pdf (40 KB)

Executive File Attachments

JANUARY 2019 suspensions.pdf (54 KB)
 Kerry Magro presentation.pdf (174 KB)
 Field Trip Requests - February 13, 2019.pdf (72 KB)

12. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS

Subject	A. BOARD ACTION
Meeting	Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	12. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS
Access	Public

Type Action

Recommended Action It is recommended that the Board of Education approve the following Board Action Items by roll call.

BOARD ACTION (Items A through I)

A. PROFESSIONAL APPOINTMENTS:

1. It is recommended that the Board of Education approve the previously submitted proposal from **Edwards Engineering Group, Inc.** to provide survey and construction management services to the Board of Education for flashing school zone speed signs at a cost of \$10,240.00 plus bid phase services at an additional cost of \$2,750.00, if needed. Administration will solicit external grant funding and other external services/revenues to offset this cost. The Superintendent and the Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action of the Board of Education.
2. It is recommended that members of the Monroe Township Board of Education approve **Kathy Ferejohn**, 23 Fairview Drive, Middletown, NJ 07748 for Sign Language Interpretation services at the 2019 High School Graduation at a flat rate of \$250.00. The rate remains unchanged from prior years.
3. It is recommended that the members of the Monroe Township Board of Education approve **Frank Watson**, 530 Laurelwood Court, Howell, NJ 07731 to play bagpipes at the 2019 High School Graduation at a flat rate of \$200.00. The rate remains unchanged from prior years.
4. It is recommended that members of the Monroe Township Board of Education approve **New Jersey Theatrical Supply** to provide theatrical assistance on an as needed basis for District-wide events for the 2018-2019 school year at the following rates:

Straight time \$49.25/hour

Time and one half \$73.88/hour

5. It is recommended that members of the Monroe Township Board of Education approve **WDB**, 520 McClellan Avenue, Hamilton, NJ 08610, to provide the set construction for the 7th & 8th Grade Play at a total fee of \$5,000.00.
6. It is recommended that members of the Monroe Township Board of Education approve **Carol Ann Blank, Ph.D., MT-BC**, Music Therapy Services of Central NJ, 17 Cornflower Drive, Robbinsville, NJ 08691, pending criminal history review, to provide a program titled Music Together at Oak Tree School, for ten weeks beginning March 1, 2019, for a total fee of \$500.00. The program will be funded through a MTEA FAST Grant.
7. It is recommended that members of the Monroe Township Board of Education approve **Home Care Therapies LLC**, d/b/a **Horizon Healthcare Staffing**, 198 Route 9 North, Suite 107, Manalapan, NJ 07726, to provide the following services during the 2018/2019 school year:

Physical, Speech, and Occupational Therapy at a fee of \$98.00 per hour
 Substitute Nurse (RN) coverage for the health office and field trips at a fee of \$53.00 per hour.

B. TRANSFER #6

It is recommended that members of the Monroe Township Board of Education approve Transfer #6 for December 2018 for Fiscal Year 2018/2019 as previously submitted.

C. BILL LIST

It is recommended that the bills totaling \$15,211,843.19 for January 2019 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 December 2018, which indicates that no major accounts or funds have been over expended and that sufficient funds are available to meet the district's financial obligations for the fiscal year in accordance with N.J.A.C. 6A:23-2.11(b). In accordance with N.J.A.C. 6A:23-2.11(c) 3, Be It Further Resolved that the Board Secretary certifies that the December 2018 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. BI-ANNUAL REPORT

It accordance with N.J.A.C.6A:23-2.11(2) 4, it is recommended that members of the Monroe Township Board of Education approve the Board Secretary's and Treasurer's Summary Reports for the six months ending December 31, 2018.

F. CONTRACT RENEWAL – BNL ENTERPRISES, INC.

It is recommended that the Monroe Township Board of Education approve BNL School Pictures, 11 Timber Lane, Marlboro, NJ 07746, as the Pre-K – 8th Grade portrait photographer for the Monroe Township School District during the 2019-2020 and 2020-2021 school years in accordance with the previously submitted agreement.

G. SECURITY VESTIBULES AT APPLGARTH SCHOOL, BROOKSIDE SCHOOL, MONROE TOWNSHIP HIGH SCHOOL, MONROE TOWNSHIP MIDDLE SCHOOL & BARCLAY BROOK SCHOOL

It is recommended that members of the Monroe Township Board of Education approve the submission of Security Vestibule Projects to be constructed at Applegarth School (SP #3290-300-19-1000), Brookside School (SP #3290-050-19-1000), Monroe Township High School (SP #3290-005-19-2000) Monroe Township Middle School (SP #3290-020-19-1000) and Barclay Brook School (SP #3290-010-19-1000) to the State of New Jersey, Department of Education, Office of School Facilities for review as an "Other Capital Project". Furthermore, the Board of Education authorizes the amendment of the District's approved Long Range Facilities Plan.

H. CONTRACT RENEWAL – SNOW REMOVAL SERVICES

As recommended by the Buildings, Grounds and Transportation Committee, it is recommended that members of the Monroe Township Board of Education authorize Michael C. Gorski, Business Administrator/ Board Secretary and Purchasing Agent to renew the contract for snow plowing and snow removal services between the Board of Education and **Garden Irrigation** for the period of January 1, 2019, through June 30, 2019. Terms of the contract renewal are in accordance with the September 7, 2017, bid contract award. A 0% increase has been negotiated for this renewal.

I. TRAVEL EXPENDITURE RESOLUTION

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by the New Jersey School Boards Association (NJSBA) and set forth below are directly related to and with the scope of board members' and employees duties; and

WHEREAS, the Monroe Township Board of Education is required pursuant to N.J.S.A. 18:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and

WHEREAS, the Board of Education has determined that participation in the NJSBA training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and

WHEREAS, the Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, the Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and with the guidelines established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, the Board of Education finds that a mileage reimbursement rate to that of the State of New Jersey mileage reimbursement rate is a reasonable rate; and

WHEREAS, the Board of education has determined that participation in the NJSBA training and informational programs are in compliance with the District policy on travel; therefore be it RESOLVED, that the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and,

be it further RESOLVED, that the Monroe Township Board of Education authorizes in advance, as required by statute,

attendance at the following NJSBA training programs and informational events:

**New Jersey School Boards Association's
Legislative Committee Meeting
Trenton, NJ**

Board Member	Date of Travel	Transportation, Tolls & Mileage Reimbursement	Workshop Fee
Steve Riback	03/09/19	Participant denies reimbursement	No fee for NJSBA Members

**New Jersey School Boards Association's
Effective Communication: Words and Body Language Matter!
Trenton, NJ**

Board Member	Date of Travel	Transportation, Tolls & Mileage Reimbursement	Workshop Fee
Patricia Lang	03/23/19	Participant denies reimbursement	\$49.00
Rupa Siegel	03/23/19	Participant denies reimbursement	\$49.00
Andy Paluri	03/23/19	Participant denies reimbursement	\$49.00

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

Michael C. Gorski, CPA
Prepared by

February 13, 2019
Meeting Date

File Attachments
 Bi-annual Report.pdf (45 KB)
 BNL 19.20 20.21.pdf (163 KB)
 Edwards Engineering Group_ Traffic.pdf (103 KB)
 WDB.pdf (45 KB)
 Financials (02.13.19).pdf (4,644 KB)
 Home Care Therapies LLC 18.19.pdf (509 KB)
 NJTS 18.19.pdf (253 KB)

13. BOARD PRESIDENT'S REPORT

14. OTHER BOARD OF EDUCATION BUSINESS

15. PUBLIC FORUM

Subject	A. PUBLIC FORUM (See Note 3)
Meeting	Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	15. PUBLIC FORUM
Access	Public
Type	Information

See Note 3.

16. CLOSED SESSION RESOLUTION

Subject A. CLOSED SESSION RESOLUTION

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 16. CLOSED SESSION RESOLUTION

Access Public

Type

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

- Student Discipline Appeal (HS)
- Harassment, Intimidation and Bullying

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

17. PUBLIC FORUM - CLOSED SESSION ITEMS ONLY

Subject A. PUBLIC FORUM (See Note 3)

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 17. PUBLIC FORUM - CLOSED SESSION ITEMS ONLY

Access Public

Type Information

See Note 3.

18. NEXT SCHEDULED BOARD OF EDUCATION MEETING MONDAY, MARCH 18, 2019

Subject A. NEXT SCHEDULED BOARD OF EDUCATION MONDAY, MARCH 18, 2019

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 18. NEXT SCHEDULED BOARD OF EDUCATION MEETING MONDAY, MARCH 18, 2019

Access Public

Type

The next scheduled Board of Education Meeting is scheduled for Monday, March 18, 2019 7:00 p.m. at the Monroe Township High School.

19. ADJOURNMENT

Subject A. NOTES

Meeting Feb 13, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 19. ADJOURNMENT

Access Public

Type Action

NOTES

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

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

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

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

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

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

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