

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

**ATTENDANCE**

Ms. Michele Arminio  
Ms. Jill DeMaio  
Ms. Kathy Kolupanowich  
Mr. Louis Masters  
Mr. Andy Paluri  
Mr. Steven Riback  
Ms. Rupa Siegel  
Mr. Peter Tufano

**JAMESBURG BOARD MEMBER REPRESENTATIVE PRESENT**

Mr. Paul Rutsky

**BOARD MEMBERS ABSENT**

Ms. Patricia Lang

**STAFF PRESENT**

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

**MEMBERS OF THE PUBLIC** – approximately 182

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 October 11, 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 Mr. Riback and seconded by Mr. Tufano to approve the minutes for the Public Board of Education Meeting, September 4, 2019. Motion carried with Ms. Arminio and Mr. Masters abstaining.

A motion was made by Mr. Riback and seconded by Mr. Tufano to approve the minutes for the Public Board of Education Meeting, September 24, 2019. Motion carried with Mr. Masters recusing.

A motion was made by Mr. Paluri and seconded by Mr. Rutsky to approve the minutes for the Closed Session Meeting, September 24, 2019. Ms. Arminio requested that the words

Appointment of a Public Official be replaced with Appointed of Board Vacancy. Mr. Gorski stated that the official minutes will reflect that request. Motion carried with Mr. Masters recusing.

Ms. Kolupanowich introduced Kayleigh Craver, Student Board Member and welcomed her to the Board of Education.

### **STUDENT BOARD MEMBERS' REPORT**

Ms. Craver reported the following: MTHS has developed a new process for electing student officers. Student experience, recommendations, interview and writing samples will now be measured when being considered for candidacy; MTHS Club Rush was held on Friday, October 4<sup>th</sup>, the event provides students the opportunity to be introduced to the clubs that are currently offered at the high school; the MTHS Marching band will host their home competition this Saturday, October 19<sup>th</sup>; and Barclay Brook, Oak Tree and Mill Lake will be holding Halloween parades in the morning of October 31<sup>st</sup>.

Mr. Shah reported the following: Fire Protection days will be held at Mill Lake and Woodland Schools this week. Students designed posters to participate in the annual fire safety contest; sophomores and juniors took the PSAT today; and the MTHS FBLA Haunted High School will be held on October 30, 2019.

### **PRESENTATIONS**

#### **SPECIAL RECOGNITION**

Dr. Alvich and Mr. Gorski presented Mr. Reginald Washington, Director of Technology, with a certificate of excellence and acknowledged him for his outstanding performance and accomplishment in administering the District's recovery from the criminal ransomware attack during the 2019/2020 school year.

Dr. Alvich and Mr. Gorski recognized Ms. Kathleen MacDonald, Director of Transportation, for her outstanding performance and accomplishments by restoring the transportation route server, impaired by the criminal ransomware attack, and by developing bus routes, which not only received the State of New Jersey Department of Education highest efficiency rating, but also received the highest degree of student and parent satisfaction for the opening of the 2019/2020 school year.

### **MTEA PRIDE - WOODLAND SCHOOL**

Mr. Nicholas Reinhold, Teacher Woodland School, provided a presentation on Virtual Reality in the Classroom. Mr. Reinhold explained how Virtual Reality allows students to go to the places that they are learning about and experience it as if they are there. Mr. Reinhold stated that Virtual Reality meets the need for all learners through the hands-on application and through Google Expeditions, students are given the opportunity to take virtual field trips. The video presentation provided examples of how students are utilizing the program. Several students were in attendance and shared their experience with Virtual Reality. The funds for this program were made possible through a Pride Grant provided by the MTEA.

### **NJSLA PRESENTATION**

Dr. Layman presented the results of the Spring 2019 New Jersey Student Learning Assessment (NJSLA). The presentation covered some of the changes in the test; the different performance levels; individual grade results; and areas of strength and weakness. Dr. Layman also provided the results for Dynamic Learning Map (DLM), an alternate assessment for students with significant intellectual disabilities in ELA, Mathematics and Science.

### **HIGH SCHOOL MIDDLE STATES ACCREDITATION UPDATE**

Mr. Scott Madreperla, Acting High School Principal, provided the final summary report from the Middle States Association of Colleges and Schools. Mr. Madreperla reported the re-accreditation process concluded with an on-site visitation, and Monroe Township High School was granted full and unconditional re-accreditation. The full report will be available on the high school website. Ms. Danielle Drust, Middle States Internal Coordinator, explained that the accreditation is an external measure of school quality and student achievement and provided the Board with a summary of the Middle States Report.

### **COMMITTEE REPORTS**

Ms. Jill DeMaio, Chairperson of the Curriculum Committee, reported that the committee met earlier this evening. The committee reviewed the following documents:

AP Computer Science A; Strength & Conditioning II; Health & PE Grade 6; and Language Arts IV.

Ms. Rupa Siegel, Member of the Policy Committee, reported that they met on October 8<sup>th</sup> and reviewed and are presenting seven policies for reaffirmation on the agenda this evening. Ms. Siegel updated the board on the revisions made to the following policies:

Policy 5600/Student Discipline/ Code of Conduct

Regulation 7510/Use of Facilities

Policy 9160/ Public Attendance at School Events.

Lastly, Ms. Siegel reported that Dr. Alvich met with administrators from the High School and Middle School and the board attorney to work on developing a comprehensive tobacco use policy.

Mr. Peter Tufano, Chairperson of the Building, Grounds & Transportation Committee, reported that the owners of Eagle River Day Camp were introduced to the committee. A property survey drawing dated April 17, 2019 which details the property boundaries and structures was reviewed by the committee. Committee members asked many probing questions and discussed potential options for use of the property by the Board of Education. The committee requested that administration prepare a list of potential uses for the site and an accompanying business plan for the committee for future consideration. Potential use options included expanding the Falcon Care and Early Childhood Enrichment Programs, bus parking and a summer camp.

The Brookside PTO donated \$10,000.00 to the Board of Education with the funds identified for replacing the existing digital sign. The shop drawing of the proposed sign was reviewed by the committee. The cost of the sign is \$16,405.00. The committee agreed to authorize the use of \$6,405.00 of board funds towards the project and directed Administration to proceed with purchasing.

Administration proposed a Stop-Gap Project at Oak Tree School that would create two General Ed classrooms within the library. This project would be similar to what was recently completed at the Middle School. The addition of these two classrooms would allow the Board to avoid costly trailers at the site at this time. To develop the project, it will require administration to prepare an Educational Specification for board approval, engage an architect for design schematics, Long Range Facilities Plan revision and submission to the New Jersey Department of Education. The committee recommended that administration proceed to develop this project.

Administration provided a photo handout showing corrosion to manhole access points on the nearly 30-year-old UST. To maintain regulatory compliance either a major renovation “re-topping”, or complete replacement of the UST is required. Recognizing the lengthy regulatory process involved with such a project, administration highly recommends that we proceed with engineering development of this project for potential construction during summer 2020. The committee endorsed proceeding in this regard.

Administration provided the snowplow contract award rate schedule from when the project was bid in 2017-2018. The contract was renewed for 2018-2019 at no increase and administration is recommending a renewal for 2019-2020 also at no increase. The committee recommends proceeding in this regard.

As requested by the committee Administration provided a handout which detailed unhoused student and school capacities for all district schools. The data indicates that we require approximately 77 trailers to house all the unhoused students. After much discussion and input relayed from high school administration the committee recommends that administration proceed with a project of four classroom trailers with no toilet rooms to be installed at Monroe Township High School in the area behind the gymnasium for use during the 2020-2021 school year. Mr. Tufano reported that the committee recommended no toilets as there is an available bathroom close in proximity to where the trailers will be located; the age of the students and to reduce costs.

Lastly, Mr. Tufano provided an update on the close-out of Brookside HVAC Upgrades Project. A contract was issued to Unitemp in the amount of \$893,920.00 for a complete upgrade of temperature controls and replacement of boilers and rooftop equipment that was beyond its serviceable life. The project is substantially complete and all close-out documentation, warranties, etc., are in place. Administration provided details on one change order in the amount of \$5,790.00 for extra costs incurred to address existing piping and sheet metal issues at the building. The committee authorized issuance of the change order and close-out of the contract.

Mr. Pulari added that the committee requested administration to investigate complaints regarding the roof leaking at Applegarth School.

Mr. Paul Rutsky, Vice Chairperson of the Finance Committee, reported that the committee met on October 7<sup>th</sup> and was updated on the 06/30/19 Comprehensive Annual Financial Audit. According the auditor all of the student activity accounts have been audited, completed and returned to the building principals; the auditing and testing of expenditures is 90% complete; and the payroll is 80% complete. The next area of audit address will be the District’s enterprise funds and management’s fiscal representations contained in the financial statements themselves.

The committee was provided an update on the 20/21 Budget preparation. Administration has communicated the Budget Philosophy established by the Board to the principals and directors so they may begin the preparation of their individual budgets in accordance with said Philosophy.

As soon as the State of New Jersey releases their Budget Calendar administration can create our District's Budget Calendar, which is expected to be done by the December board of education meeting.

Dr. Layman has scheduled Budget Defense meetings and soon administration will be preparing materials required for the County Efficiency Meeting in January.

Mr. Gorski presented the committee with the preliminary estimates provided by the District's health insurance broker indicate premium increases in the 8 to 10 % range for next year. Obviously, this is unacceptable, and Mr. Gorski will be negotiating with Horizon.

Mr. Gorski identified all of the impressive additional revenues sources that the District has accomplished in the last few years including Falcon Care; Early Childhood Education (ECE); external grants; and transportation jointures; to name a few.

Next, he identified the changes forthcoming in the Building Usage Policy to bring in extra revenue. Mr. Gorski concluded by asking the committee to consider:

- 1) Ideas for future alternative revenue sources
- 2) To invite members of the community and business leaders to offer ideas for additional revenue sources for the District.

Mr. Rutsky stated that the committee will reconvene discussion on this issue at the next meeting.

Lastly, Mr. Rutsky reported that Mr. Gorski notified the committee that the sale of expired vehicles through GovDeals.com is complete and the amount of the sale was \$24,897.00.

Mr. Andy Paluri, Chairperson of the Educational Advocacy Committee, reported that the committee met last night. Mr. Paluri welcomed Mr. Louis Masters to the committee stating that he is looking forward to his contributions to the committee. Mr. Paluri reported that the Weiner Law Group should be providing a preliminary draft recommendation on whether the District has a case to sue the State by November 11<sup>th</sup>. Next, Mr. Paluri reported that the committee had a discussion on the Emergency Aid Grant 2019. Reporting that unfortunately Monroe doesn't meet the criteria for the grant and some districts could receive anywhere from \$25,000 to \$2,000,000.00. Dr. Alvich added that Dr. Lamont Repollet, New Jersey Commissioner of Education, will be visiting the District on December 16, 2019 for a hands-on tour and will be able to see some of Monroe's concerns. Lastly, Mr. Paluri reported that the committee reviewed some new Senate and Assembly bills.

Mr. Louis Masters, Chairperson of the Ad Hoc Committee, reported that the committee met on October 14<sup>th</sup>. Mr. Masters read the three draft proposals and one proposal that the committee created from other drafts. Mr. Masters requested that they be placed on the district website. Lastly, Mr. Masters announced that the committee will be meeting on November 13, 2019. The meeting will be an interactive meeting where the public will be able to provide feedback.

## **PUBLIC FORUM-**

Anthony Prezioso 8 Equestrian Way – spoke about alleged inappropriate behavior of both Ms. Lang and Mr. Masters toward other board members during board of education meetings. Mr. Prezioso stated that the board president should have reprimanded them for it. Mr. Prezioso expressed concern with Mr. Masters stating that his wife doesn't work for the Board during his interview, when she was approved by the Board as a substitute under a different last name. Lastly, Mr. Prezioso spoke about what he believes to be cronyism regarding the promotion of Dr. Alvich to Superintendent of Schools.

Gail DiPane 356 Old Nassau Road – inquired if there will be a canopy for the proposed new trailers at the high school to prevent students from inclement weather. Ms. DiPane also inquired if the NJSLA testing will affect teacher evaluations and if general education and special education students are provided the same tests.

Pradeep Melam 4 Jake Place – questioned where the projected numbers for 2026/2027 listed in Ad Hoc documents came from, as he was informed at the May meeting that the district cannot plan for more than five years.

Betty Saborido 2 Barrymore Drive – stated that she is appalled about a statement made from a previous speaker during public forum regarding special education students bringing down the numbers from testing.

Prakash Parab 33 Dyana Drive – stated that he feels it is time to sue the State and hopefully there will be good feedback from the attorneys. Mr. Parab requested an estimated figure, if S3219 is imposed how much money will Monroe receive.

Ram Ranganath 6 Owens Drive – inquired if the needs for the high school can be met with modular classroom instead of trailers. Mr. Ranganath stated that we should follow the bills closely, especially S3219 and support them if applicable.

Chrissy Skurbe 21 Preakness Drive – spoke regarding the national shortage of teachers and the number of teachers resigning in Monroe. Ms. Skurbe expressed that teachers are leaving due to higher salaries being offered in other districts. Ms. Skurbe inquired what a disruption is defined as in the Public Attendance at School Functions policy.

A motion was made by Mr. Paluri and seconded by Ms. Siegel that the members of the Board take a ten-minute recess. Motion carried with Ms. Arminio opposing.

#### **ASSISTANT SUPERINTENDENT REPORT**

Dr. Layman reported that he along with Dr. Alvich and Dr. Critelli met with President Dr. McCormick and staff from Middlesex County College (MCC) regarding high school courses that are reviewed and approved for credit with MCC. Dr. Layman stated that they also reviewed the simplified registration process and new rate schedule for this year. Dr. Layman reported that they will be submitting seven additional courses to MCC for review for possible credit.

#### **SUPERINTENDENT'S REPORT** **PERSONNEL**

A motion was made by Mr. Paluri and seconded by Mr. Tufano that Personnel Items A- U be approved by consent roll call. Ms. Arminio requested clarification on the responsibilities and roles of department coordinators and supervisors. Mr. Rutsky requested clarification on what the mentors listed on the agenda do. Roll Call 9-0-0-0-1. 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. Riback and seconded by Mr. Masters that Board Action Items A-N be approved by consent roll call. Ms. Arminio questioned the language in Policy # 9160/Public Attendance at School Function and stated that it is very vague and needs a clearer description of what is considered a disruption and how it will be executed and enforced. Ms. Kolupanowich stated that it will go back to the policy committee for further discussion. Roll call 9-0-0-0-1. Motion carried with Ms. Arminio voting no on Policy #9160. 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**

Ms. Seigel reported that she was contacted by someone who would like to donate \$6,000.00 to be used for scholarships and teacher supplies. Ms. Siegel stated that the individual would like to remain anonymous.

A motion was made by Ms. Siegal and seconded by Mr. Tufano that the members of the Monroe Township Board of Education acknowledge and accept a donation of \$6,000.00 by an anonymous donor. The monetary donation is intended to provide five \$1,000.00 need-based scholarships to Seniors and the remaining \$1,000.00 to be utilized in the High School Senior classrooms for supplies. Roll Call 9-0-0-0-1. Motion carried.

A motion was made by Mr. Riback and seconded by Mr. Masters that Board Action Items A-N be approved by consent roll call. Roll Call 9-0-0-0-1. Motion carried with Mr. Masters recusing on Item N/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 read a statement regarding the fees and agenda for the NJSBA Workshop that be held in Atlantic City next week. To correct some false rumors regarding the Workshop training, Ms. Kolupanowich provided details on the training sessions offered and costs associated with the trip. Ms. Kolupanowich reported that last year's training cost the District a total of \$6,717.00 for the eleven attendees.

Next, Ms. Kolupanowich reported that Ms. Lang has attended many conferences/training sessions that NJSBA has offered over the last three years, and the total cost to the District for all those sessions was \$669.00.

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

Mr. Tufano provided an update on his recent request for the Mayor to issue a moratorium on the building in the Township. Mr. Tufano expressed concern with number of vehicle incidents that have occurred at the entrance to the High School via Perrineville Road.

Mr. Paluri updated the Board on the possibility of utilizing the State Home for Boys property. Mr. Paluri indicated that it would not be vacant for possibly ten years.

Mr. Paluri and Ms. Arminio spoke about the possibility of parents sharing their work experience with the students through field trips and other school functions.

Mr. Masters reported that the members of the Ad Hoc Committee discussed reaching out to businesses for donations. Mr. Masters stated that he personally has reached out to Amazon

### **PUBLIC FORUM –**

Prakash Parab 33 Dayna drive – suggested preparing a well-prepared package to present to companies to solicit funds. Mr. Parab stated that the District needs a Plan B in case the referendum fails again. Lastly, Mr. Parab inquired about the Middlesex County Arts Program listed on page 29 of the agenda.

Frank Stuto 225 Fernhead Avenue - inquired why he along with others sitting to the right of the Board were asked to move their seats.

Chrissy Skurbe 21 Preakness Drive – reminded the Board that members of the public have a right to speak at public forum and be treated fairly. Ms. Skurbe spoke about an incident at the last meeting where she feels that board members broke policy without any consequences.

### **CLOSED SESSION MEETING**

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

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 convene into closed session. Motion carried.

Adjourned to Closed Session at 10:13 p.m.  
Returned to Public Meeting at 10:26 p.m.

PUBLIC FORUM – None

### **NEXT PUBLIC MEETING**



Minutes of the Public Meeting of the Monroe Township Board of Education held on October 16, 2019 at the Monroe Township High School

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 20, 2019.

**ADJOURNMENT**

A motion was made by Ms. DeMaio and seconded by Ms. Arminio that the meeting be adjourned. Motion carried. The public meeting adjourned at 10: 30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael C. Gorski".

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, October 16, 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.

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**1. CALL TO ORDER**

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**2. PLEDGE OF ALLEGIANCE**

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**3. ROLL CALL**

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<b>Subject</b>	<b>A. BOARD MEMBERS</b>
Meeting	Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	3. ROLL CALL
Access	Public
Type	Information
	Ms. Michele Arminio
	Ms. Jill DeMaio
	Ms. Kathy Kolupanowich
	Ms. Patricia Lang
	Mr. Louis Masters
	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. Kayleigh Craver

Mr. Manan Shah

#### **4. STATEMENT**

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**Subject                      A. STATEMENT**

Meeting                      Oct 16, 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 October 11, 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**

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**Subject                      A. APPROVAL OF MINUTES**

Meeting                      Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category                      5. APPROVAL OF MINUTES

Access                      Public

Type                      Information

Public Board of Education Meeting, September 4, 2019

Special Public Board of Education Meeting, September 24, 2019

Closed Meeting, September 24, 2019

Executive File Attachments

[Draft Public 09.04.19.pdf \(187 KB\)](#)

[Draft Special Public 09.24.19.pdf \(135 KB\)](#)

[09.24.19 Closed Session Minutes.pdf \(43 KB\)](#)

#### **6. STUDENT BOARD MEMBERS' REPORT**

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#### **7. PRESENTATIONS**

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**Subject                      A. SPECIAL RECOGNITION**

Meeting                      Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category                      7. PRESENTATIONS

Access Public

Type

SPECIAL RECOGNITION - MS. KATHLEEN MACDONALD AND MR. REGINALD WASHINGTON.

**Subject B. MTEA PRIDE - WOODLAND SCHOOL**

Meeting Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 7. PRESENTATIONS

Access Public

Type

**Subject C. NJSLA PRESENTATION**

Meeting Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 7. PRESENTATIONS

Access Public

Type

NJSLA PRESENTATION

**Subject D. HIGH SCHOOL MIDDLE STATES ACCREDITATION UPDATE**

Meeting Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 7. PRESENTATIONS

Access Public

Type

HIGH SCHOOL MIDDLE STATES ACCREDITATION UPDATE

## **8. COMMITTEE REPORTS**

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### **9. PUBLIC FORUM -AGENDA ITEMS ONLY**

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

Meeting Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 9. PUBLIC FORUM -AGENDA ITEMS ONLY

Access Public

Type

See Note 3.

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## **10. ASSISTANT SUPERINTENDENT'S REPORT**

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

Meeting Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 10. ASSISTANT SUPERINTENDENT'S REPORT

Access Public

Type

## **11. SUPERINTENDENT'S REPORT/RECOMMENDATION**

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### **Subject A. ENROLLMENT**

Meeting Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

### **I. ENROLLMENT**

<b>Schools</b>	<b>9/30/19</b>	<b>6/30/19</b>	<b>Difference</b>	<b>9/30/18</b>	<b>Difference</b>
Applegarth	427	441	-14	438	-11
Barclay Brook	322	338	-16	326	-4
Brookside	418	402	+16	400	+18
Mill Lake	534	558	-24	549	-15
MTMS	1775	1714	+61	1705	+70
Oak Tree	707	726	-19	700	+7
Woodland	307	351	-44	349	-42
High School	2397	2332	+65	2340	+57
Total	6887	6862	+25	6807	+80

### **OUT OF DISTRICT STUDENTS**

	Monroe			Jamesburg		
School	June	Sept	Difference	June	Sept	Difference
Academy Learning Center	8	6	-2	2	2	
Archway Upper	0	1	+1			
Best Academy				1	0	-1
Bonnie Brae				0	1	+1
Bridge Academy	1	1				
Cambridge School	1	0	-1			
Center for Lifelong Learn	3	3				
Center School	2	2				
Childrens Center of Monm.	1	2	+1			
Coastal Learning Center				1	1	
Collier	3	2	-1			
CPC High Point	1	1				
Douglass Develop. Center	1	1		1		
East Mountain	1	0	-1			
Eden	4	4				
Franklin Twp. Public Schools	1	1				
Harbor School	1	0	-1			
Lakeview School	1	1				
Mary Dobbins School	1	0	-1			
New Roads Parlin	1	1				
New Roads Somerset	2	2				

Mercer Elementary	1	1			
Mercer High School	1	0	-1		
Newgrange School	2	2			
Newmark Elementary	1	1			
Rock Brook School	1	1			
Rugby	2	1	-1		
Schroth School	2	2			
Shore Center	1	2	+1		
Total	44	38		5	4

## Staff Enrollment

Department	Number of Staff
Superintendent Office	
Superintendent	1
Secretary	2
Human Resources	3
Assistant Superintendent Office	
Assistant Superintendent	0
Secretary	2
Business Office	
Business Administrator	1
Secretary	1
Accounting/Purchasing/Building Use	6
Payroll	3
Benefits	1
Legal	
Board Attorney	1
School Admin/Admin Support	
Principal	8
Assistant Principal	9
Secretary	28
Paraprofessional - Part-time	1
Supervisors K-12 HS	
K-12 Supervisor	6
Secretary	1
Instructional	
Teacher	547.5
Classroom Paraprofessionals/Media Ctr	
Paraprofessionals - Full-time	100
Paraprofessionals - Part-time	47
Media Coordinator	3
Educational Services Professionals	
LDTC	8
School Social Worker	8
School Psychologist	12
Physical Therapist	2
Occupational Therapist	6
Behavior Specialist/BCBA	3
Nurse	13
Media Specialist	8
School Counselor	22
Reading Specialist	6
SAC	1
Speech	15
Pupil Personnel Services	
Director	1

Supervisor	1
Secretary	5
Paraprofessional	1
Information Systems	
Director	1
Secretary	1
Network Operation Manager	2
Lead Workstation Specialist	1
Workstation Specialist	8
Facilities	
Director	1
Supervisor/Building Manager	3
Secretary	1
Custodial/Maintenance	69
Transportation	
Director	1
Coordinator	1
Specialist	1
Dispatcher	1
Secretary	1
Driver	62
Mechanics	4
Paraprofessionals - Part-time	19
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)	25
Total District Staff as of 10/1/2019	1162

## Subject

## B. HOME INSTRUCTION

Meeting Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

## II. HOME INSTRUCTION

				Home Instruction Report	Effective Date	End Date
79109	MTHS	11	CST	McDonald, Harris, Countryman, Ballard, Alagna, Therapeutic Outreach	7/1/2019	

91198	OTS	2	CST	Rubenstein/Seitz, Therapeutic Outreach, Oxford	7/1/2019	
91703	MTHS	10	CST	Byrnes	7/1/2019	9/16/2019
85201	MTMS	8	Medical	Viszoki, Kasternakis, Parker, ESCNJ	9/5/2019	
93650	MTHS	9	Admin	ESCNJ	9/17/2019	9/24/2019
90582	Mill Lake	3	Medical	Huey-Collucci	9/27/2019	
92693	Oak Tree	1	Medical	Rispoli	9/23/2019	
84142	MTHS	12	CST	Vogtman	9/16/2019	
89052	MTMS	7	CST	Patterson	9/16/2019	
88124	MTHS	11	Medical	Chase, Feminella, Driscoll, ESCNJ	9/13/2019	
89739	MTMS	6	CST	Mortillaro	9/23/2019	

**Subject C. FIRE/LOCKDOWN DRILLS**

Meeting Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category 11. SUPERINTENDENT'S REPORT/RECOMMENDATION

Access Public

Type Information

**III. FIRE/LOCKDOWN DRILL**

Applegarth School ----- September 18, 2019  
Barclay Brook School ----- September 10, 2019  
Brookside School ----- September 10, 2019  
Mill Lake School ----- September 13, 2019  
Monroe Middle School----- September 10, 2019  
Oak Tree School ----- September 10, 2019  
Woodland School ----- September 25, 2019  
Monroe High School ----- September 19, 2019

**Lockdown**

Applegarth School----- September 9, 2019  
Barclay Brook School----- September 16, 2019  
Brookside School ----- September 18, 2019  
Mill Lake School ----- September 12, 2019  
Monroe Middle School----- September 12, 2019  
Oak Tree School ----- September 16, 2019  
Woodland School ----- September 13, 2019  
Monroe High School ----- September 25, 2019

**Subject D. PERSONNEL**

Meeting Oct 16, 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 U

**IV. PERSONNEL**



- A. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Bonnie Casaletto**, Supervisor of Sciences and Social Studies, Effective January 1, 2020.
- B. It is recommended that the Board accept the resignation, due to retirement, of **Ms. Charlene Albrecht**, teacher of Language Arts at MTMS, effective December 1, 2019.
- C. It is recommended that the Board accept the resignation of **Ms. Samantha Goldberg**, social worker at MTMS, effective December 3, 2019.
- D. It is recommended that the Board accept the resignation of **Mr. Scott Messinger**, teacher of math at MTMS, effective November 28, 2019.
- E. It is recommended that the Board accept the resignation of **Mr. Matthew Revel**, as the head wrestling coach at MTMS retroactive to October 4, 2019.
- F. It is recommended that the Board accept the resignation of **Ms. Sharon Demarest**, paraprofessional at Oak Tree School, effective October 30, 2019.
- G. It is recommended that the Board accept the resignation of **Ms. Rachel Denney**, paraprofessional at Mill Lake School, effective October 17, 2019.
- H. It is recommended that the Board rescind the contract of **Dr. Maria Lamattina**, paraprofessional at the High School, retroactive to October 8, 2019.
- I. It is recommended that the Board approve the change in resignation date of **Ms. Daniella Stabile**, teacher of special education and team leader at MTMS, effective October 21, 2019. Her last day of employment will be October 18, 2019.
- J. It is recommended that the Board approve a maternity leave of absence to **Ms. Victoria Giblin**, special education teacher at the High School, effective November 22, 2019 through June 30, 2020 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Giblin may be entitled to.
- K. It is recommended that the Board approve a maternity leave of absence to **Ms. Marissa Merino**, special education teacher at MTMS, effective November 25, 2019 through February 28, 2020 in accordance with Article 17, Paragraph B.1 in the collective negotiations agreement between the Monroe Township Board of Education and the Monroe Township Education Association covering the period July 1, 2017 through June 30, 2020. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Merino may be entitled to.
- L. It is recommended that the Board approve an extended maternity leave of absence to **Ms. Katherine Crapanzano**, teacher of Biology at the High School, effective December 5, 2019 through December 6, 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. Crapanzano may be entitled to.
- M. It is recommended that the Board approve a medical leave of absence to **Ms. Lucille Hussey**, paraprofessional at the High School, effective October 28, 2019 through November 15, 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. Hussey may be entitled to.
- N. It is recommended that the Board approve a medical leave of absence to **Ms. LKathleen Watlington**, paraprofessional at Barclay Brook School, retroactive to October 8, 2019 through October 21, 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. Watlington may be entitled to.

- O. It is recommended that the Board approve an unpaid leave of absence under FMLA/NJFLA to **Mr. Timothy Riesz**, teacher of physics at the High School, effective November 25, 2019 through December 6, 2019. Mr. Riesz's 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.
- P. It is recommended that the Board approve an unpaid intermittent leave of absence under FMLA/NJFLA to **Ms. Elisa Bifulco**, teacher of math and MTMS, effective October 18, 2019 through October 17, 2020. Ms. Bifulco's unpaid days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et. seq., as appropriate.
- Q. It is recommended that the Board approve a medical leave of absence to **Mr. Marta Lenczyk**, custodian at Applegarth School, effective October 11, 2019 through November 21, 2019. It is further recommended that this leave shall be unpaid except to the extent of any sick days to which Ms. Lenczyk may be entitled to.
- R. It is recommended that the Board approve the following certificated staff for the After School TAG Program at MTMS for the 2019-2020 school year teachers \$116.34 per session (1.5 hrs.) account no. 11-130-100-101-000-080:

#### **STEM TAG**

Casey Scasserra  
Courtney Kuey  
Shalin Lee Cope  
Alyssa Mortillaro  
Autumn Dawson  
Christopher Katona  
Daniel Fields  
Dana Oberheim  
Holly Jarusiewicki  
Jessica Mahler  
Jody Heyl  
Kate Wood  
Lauraine Wright  
Matthew Gorham  
Michael Pilato  
Nancy Schieda  
Nicole Pontarollo  
Ashlee Kovacs

#### **Humanities**

Alanna Cholewa  
Christine Viszoki  
Katie Lederman  
Kerri Kirschner  
Mary Kate Nguyen  
Nicole McCauley  
Ryan Fiore  
Stacey Levier

- S. It is recommended that the Board approve the following certificated staff on the following step on guide for the 2019-2020 school year (\*pending satisfactory completion of pre-employment requirement):

<b>Employee</b>	<b>School</b>	<b>Position</b>	<b>Salary Guide</b>	<b>Account No.</b>	<b>Date</b>	<b>Reason for hire</b>
Tyler Hobbs*	Brookside	Teacher of grade 5	Step 3 BA \$52,092 pro rated	11-120-100-101-000-020	10/28/19-6/30/20	Transfer replacement tenure track
Lesley Saunders*	Applegarth	Teacher of special education	Step 1 BA \$51,592 pro rated	11-213-100-101-000-093	10/23/19-3/24/20	Leave replacement
Gordon Deal	HS	Asst. Boys Soccer Coach	Step 3 \$5784	11-401-100-100-000-098	Retroactive to 8/21/19-11/15/19	Resignation replacement

Danielle LeMunyon	HS	School nurse for Falcon PALS field trip	Instructional rate \$53.87/hr. for 2 hours	11-000-213-100-000-098	12/17/19	Field trip
Kerri Kirchner	MTMS	Teacher of special education	17% additional contract	11-213-100-101-000-093	10/18/19-11/25/19	Leave replacement
John Stanziale	MTMS	Teacher of special education	17% additional contract	11-213-100-101-000-093	10/18/19-11/25/19	Leave replacement
Patricia Lewis	MTMS	Teacher of special education	17% additional contract	11-213-100-101-000-093	10/18/19-11/25/19	Leave replacement
Brittany Dove	MTMS	Teacher of special education	17% additional contract	11-213-100-101-000-093	10/18/19-11/25/19	Leave replacement
Andrea Feminella	HS	Teacher of language arts	17% additional contract	11-140-100-101-000-070	10/16/19-11/21/19	Leave replacement
Shea Cohen	HS	Teacher of language arts	17% additional contract	11-140-100-101-000-070	10/16/19-11/21/19	Leave replacement
Robert Byrnes	HS	Teacher of language arts	17% additional contract	11-140-100-101-000-070	Retroactive 10/15/19-11/22/19	Leave replacement
Jamie Neues	HS	Teacher of language arts	17% additional contract	11-140-100-101-000-070	Retroactive 10/15/19-11/22/19	Leave replacement
Ana LanFranchi	HS	Teacher of language arts	17% additional contract	11-140-100-101-000-070	Retroactive 10/15/19-11/22/19	Leave replacement
Michelle Ballard	HS	Paws for Cause 50% advisor	\$1721 50%	11-401-100-100-000-098	Retroactive 10/7/19-6/30/20	Resignation replacement
Dennis Kelleher	HS	Paws for Cause 50% advisor	\$1721 50%	11-401-100-100-000-098	Retroactive 10/7/19-6/30/20	Resignation replacement

T. It is recommended that the Board approve the following non-certificated staff on the following step on guide for the 2019-2020 school year (\*pending satisfactory completion of pre-employment requirement):

Employee	School	Position	Salary Guide	Account No.	Date	Reason for hire
Amanda Wozniak*	Transportation	Bus Driver	Step 2 \$24.38 for 6.0/hrs.	11-000-270-160-000-096	10/21/19-6/30/20	New position
Jennifer Bucaria*	Brookside	Para – cafeteria/RC	Step 1 Reg. Ed \$14.02 for 2.5/hrs. Step 1 Spec. Ed. \$14.02+\$2.00 for 1.25/hrs.	11-000-262-107-000-020 11-213-100-106-000-093	10/21/19-6/30/20	Transfer replacement
Blanca Sadik	Barclay Brook	Spec. Ed. Para MD	Toileting \$2.50 for 1.0/hr. day	11-212-100-106-000-093	Retroactive to 9/1/19-6/30/20	Modification in salary to include toileting
Michael Salvador	Transportation	Bus Aide Spec. Ed.	Step 2 \$14.12+\$2.00 for 5.75 hours	11-000-270-107-000-096	10/17/19-6/30/20	Increase in hours
Helder Salvador	Transportation	Bus Aide Spec. Ed.	Step 2 \$14.12+\$2.00 for 2.75 hours	11-000-270-107-000-096	10/17/19-6/30/20	Decrease in hours
Timothy Ferrano	District	Custodian	\$750 for boiler license	11-000-262-100-000-098	Retroactive to 5/29/19-6/30/20	Salary adjustment

Taylor Manos	MTMS	Para cafeteria	Step 2 \$14.12 for 3.0/hrs.	11-000-262-107-000-080	10/17/19-6/30/20	Resignation replacement
Ruchika Wadhwa	MTMS	Spec. Ed. Para	Step 1 Spec. Ed. \$14.02+\$2.00 for 6.75/hrs.	11-213-100-106-000-093	Retroactive 10/7/19-6/30/20	Change in start date
Melissa Giaquinta	Mill Lake	Spec. Ed. Para Autism	Step 2 Spec. Ed.+toileting+ed degree. \$14.12+2.00+2.50+1.00 3.75/hrs.	11-214-100-106-000-00-093	Retroactive to 10/7/19-6/30/20	transfer
Trudy Gaye King	Oak Tree	Para classroom/café	Step 1 Reg.+ed degree \$14.02+\$1.00 2.5 hr. lunch 1.25 hr. classroom 3.75 total hours	11-190-100-106-000-060 33% 11-000-262-107-000-060 67%	Retroactive to 10/15/19-6/30/20	transfer
Lisa Lahr	Oak Tree	Para classroom/café	Step 1 Reg.+ed degree \$14.02+\$1.00 2.5 hr. lunch 1.25 hr. classroom 3.75 total hours	11-190-100-106-000-060 33% 11-000-262-107-000-060 67%	Retroactive to 10/15/19-6/30/20	transfer
Sandra Leloia	Mill Lake	Para kindergarten AM	Step 1 Reg. 3.75/hrs.	11-190-100-106-000-040	Retroactive to 10/2/19-6/30/20	Correction in account number

U. It is recommended that the Board approve the following substitutes for the 2019-2020 school year:

**Certificated**

Guitry Banks  
Heather Corona  
Prakash Deepthika  
Lisa Senkus  
Sheryl-Ganz Siegel  
Nikki Reich

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

**Non-Certificated**

Sulagna Patra

Substitute Paraprofessional

Executive File Attachments  
[resumes.pdf \(358 KB\)](#)

**Subject**

**E. BOARD ACTION**

Meeting

Oct 16, 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 N

#### **v. BOARD ACTION**

- 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.
- C. It is recommended that the Board approve the previously submitted list of Student Teachers for the 2019-2020 school year.
- D. It is recommended that the Board approve the previously submitted Student Suspension report for the month of September 2019.
- E. It is recommended that the Board appoint Dr. Adam Layman as the District's Affirmative Action Officer for the remainder of the 2019-2020 school year.
- F. It is recommended that the Board approve the agreement between the Monroe Township School District and Neetu Singh to provide a program on Yoga and Mindfulness for Kids for the Falcon's Nest Preschool morning and afternoon sessions on December 17, 2019 for a total cost of \$75.00.
- G. It is recommended that the Board approve the agreement between the Monroe Township School District and Jenkinson's Aquarium to provide a program on Penguin Pointers for the Falcon's Nest Preschool morning and afternoon sessions on November 20, 2019 for a total cost of \$525.00.
- H. It is recommended that the Board approve the agreement between the Monroe Township School District and Full Effect Productions to provide a program on Read America Read for the Falcon's Nest Preschool morning and afternoon sessions on March 4, 2020 for a total cost of \$400.00.
- I. It is recommended that the Board approve the agreement between the Monroe Township School District and Insectropolis to provide a program on Bugs on the Go Outreach Program for the Falcon's Nest Preschool morning and afternoon sessions on March 18, 2020 for a total cost of \$470.00.
- J. It is recommended that the Board approve the agreement between the Monroe Township School District and Drug Education Awareness LLC to provide a Substance Abuse Training to District staff on October 16, 2019 in the amount of \$700.
- K. It is recommended that the Board approve the following job description for the 2019-2020 school year:

Media Coordinator

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

Policy and Regulation 5600	Student Discipline/Code of Conduct
Regulation 7510	Use of Facilities
Policy 9160	Public Attendance at School Events

- M. It is recommended that the Board reaffirm the following Policies and Regulations:

Policy 2416	Programs for Pregnant Pupils
Policy and Regulation 3362	Equal Opportunity/Non-Discrimination/Sexual Harassment (certificated staff)
Policy and Regulation 4352	Equal Opportunity/Non-Discrimination/Sexual Harassment (non-certificated staff)
Policy and Regulation 4240	Employee Training

- N. It is recommended that the Board approve the previously submitted Agreement between the Middlesex County Arts and Education Center and the Monroe Township School District for the 2019-2020 school year for students in grade 6-8 (\$845 per student includes transportation) and students in grades

9-12 (\$860 per student includes transportation) to attend the Arts and Education program for a total cost not to exceed \$29,500.00.

#### File Attachments

Policies for Reaffirmation.pdf (999 KB)  
MEDIA COORDINATOR revised1.doc (40 KB)  
Policies and Regulation first reading.pdf (870 KB)  
\_Student Teaching Approval October 16, 2019.pdf (26 KB)  
Professional Development.pdf (1,331 KB)

#### Executive File Attachments

september 2019 suspension.pdf (19 KB)  
Jenkinsons.pdf (207 KB)  
Full Effect Productions.pdf (83 KB)  
Insectropolis.pdf (140 KB)  
Drug Education Awareness.pdf (80 KB)  
yoga.pdf (46 KB)  
Field Trip Requests - October 16, 2019.pdf (91 KB)  
Participation Agreement Mid.pdf (40 KB)

## **12. BUSINESS ADMINISTRATOR'S REPORT/RECOMMENDATIONS**

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<b>Subject</b>	<b>A. BOARD ACTION</b>
Meeting	Oct 16, 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 N)

#### **A. PROFESSIONAL APPOINTMENTS:**

1. It is recommended that members of the Monroe Township Board of Education approve **Therapeutic Outreach, Inc.** PO Box 458, Roosevelt, NJ 08555 to provide home instruction for medically fragile students unable to attend school for the 2019/2020 school year at the following rates:  
Physical Therapy at a rate of \$125.00 per hour
2. It is recommended that members of the Monroe Township Board of Education approve **Dr. Steve Weintraub**, 200 Shepard Way, Manalapan, NJ 07726 to provide the service as the Team Doctor for home football games for the fee of \$250.00 per game for the 2019/2020 school year. The rate is recommended by NJSIAA.
3. It is recommended that members of the Monroe Township Board of Education approve **Kira Shmuler**, Bilingual Psychologist, New Providence School District, 356 Elkwood Avenue, New Providence, NJ 07974 to provide the following services for the 2019/2020 school year:  
  
Bilingual English/Russian Psychological Evaluations at the rate of \$600.00 per evaluation.
4. It is recommended that members of the Monroe Township Board of Education approve **Learning Tree Multicultural/Multilingual Evaluation and Consulting, Inc.**, 18 Sheppard Place, Suite G, Edison, NJ

08817 to provide the following services for the 2019/2020 school year:

Multilingual Child Study Team Evaluations in all languages (other than Spanish) \$800.00 per evaluation:  
Learning  
Psychological  
Social History  
Speech/Language

Bilingual Child Study Team Evaluations in Spanish \$750.00 per evaluation:  
Learning  
Psychological  
Social History  
Speech/Language

**B. TRANSFER #2**

It is recommended that members of the Monroe Township Board of Education approve Transfer #2 for August 2019 for Fiscal Year 2019/2020 as previously submitted.

**C. BILL LIST**

It is recommended that the bills totaling \$9,797,500.34 for August 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 August 2019, 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 2019 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. BILL LIST**

It is recommended that the bills totaling \$7,502,713.70 for September 2019 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

**F. 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.

**G. DONATION**

It is recommended that the members of the Monroe Township Board of Education accept and acknowledge a donation of Amazon gift cards in the amount of \$600.00 from the family of Grace Gouze, a former RAVE Reader at Oak Tree Elementary School, in honor of her 90th year of life. These gift cards are intended to be utilized to purchase books for Oak Tree Elementary School students.

**H. HEARTLAND SCHOOL SOLUTIONS - CONTRACT RENEWAL**

It is recommended that members of the Monroe Township Board of Education approve Heartland Payment Solutions d/b/a **Heartland School Solutions** to provide annual technical support and software updates for school Menu Planning, Production Records, POS Manager System, Free and Reduced Software, and Cafeteria License for the Nutrikids system for the 2019/2020 school year at a rate of \$3,896.00.

**I. ON-TECH CONSULTING, INC. /E-RATE FUNDING - CONTRACT RENEWAL**

It is recommended that members of the Monroe Township Board of Education authorize **On-Tech Consulting, Inc.** to complete the Universal Service Fund (E-Rate) application process for the 2020-2021 school year. The district will pay On-Tech Consulting, Inc. an amount equal to 15% of any funding received, either in the form of discounts from vendors or reimbursements from the Universal Service Administrative Company, through the Universal Service Fund program. There will be no out-of-pocket expenses or liabilities to the district.

**J. SNOW PLOWING AND SNOW REMOVAL - CONTRACT RENEWAL**

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 removal services between the Monroe Township Board of Education and **Garden Irrigation** for the 2019/2020 school year. Terms of the contract renewal are in accordance with the September 7, 2017 initial bid contract award. The Business Administrator has negotiated a 0% increase for this contract renewal.

**K. BOILER AND HVAC REPLACEMENTS – BROOKSIDE SCHOOL**

It is recommended that members of the Monroe Township Board of Education approve the previously submitted Change Order No. 1 to the contract between the Monroe Township Board of Education and **Unitemp, Inc.** for Boiler and HVAC Replacements at Brookside School, which change order has been recommended by the Building & Grounds/Transportation Committee. Base Contract: \$893,920.00. Recommended Changes: An additional \$5,790.00 for extra costs incurred to address existing piping and sheet metal issues at the building.

**L. SPECIAL REVENUE FUNDS/REVISED APPLICATION**

It is recommended that members of the Monroe Township Board of Education formally accept the revised previously submitted **2019/2020 ESEA Grant Application**.

**M. GAGGLE STUDENT SAFETY MANAGEMENT**

It is recommended that the Monroe Township Board of Education authorize the creation of a 3-month pilot program for **Gaggle Student Safety Management** beginning on November 1, 2019 and continuing through January 31, 2020, in accordance with the previously submitted Gaggle.Net, Inc. Letter of Intent, which program has been recommended by the Curriculum Committee at the following costs:

- One Time Setup Fee: \$1,500.00.
- Gaggle Safety Management for Office 365 Email - Students: \$2,878.68.
- Gaggle Safety Management for Google Drive - Students: \$3,337.60.

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.

**N. 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 Governance IV Training**

Board Member	Dates of Travel	Transportation & Mileage Reimbursement	Workshop Fee
Louis Masters	October 17, 2019	N/A Web-based training	No charge for NJSBA members

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

Michael C. Gorski, CPA  
Prepared by

October 16, 2019  
Meeting Date

File Attachments  
Heartland 19.20.pdf (198 KB)  
E-Rate - On Tech.pdf (67 KB)  
Financials boe mtg. 10.16.19.pdf (4,729 KB)  
Revised ESEA Application.pdf (287 KB)  
Gaggle Letter of Intent.pdf (75 KB)  
CMP M-1.pdf (293 KB)

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**13. BOARD PRESIDENT'S REPORT**

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**14. OTHER BOARD OF EDUCATION BUSINESS**

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**15. PUBLIC FORUM**

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

Meeting                      Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA

Category                      15. PUBLIC FORUM

Access                        Public

Type                          Information

**See Note 3.**

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**16. CLOSED SESSION RESOLUTION**

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**Subject**                      **A. CLOSED SESSION RESOLUTION**

Meeting                      Oct 16, 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):

- 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**

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<b>Subject</b>	<b>A. PUBLIC FORUM (See Note 3)</b>
Meeting	Oct 16, 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 NOVEMBER 20, 2019**

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<b>Subject</b>	<b>A. NEXT SCHEDULED BOARD OF EDUCATION MEETING NOVEMBER 20, 2019</b>
Meeting	Oct 16, 2019 - MONROE TOWNSHIP BOARD OF EDUCATION MONTHLY AGENDA
Category	18. NEXT SCHEDULED BOARD OF EDUCATION MEETING NOVEMBER 20, 2019
Access	Public
Type	

The next scheduled Board of Education Meeting is scheduled for November 20, 2019 7:00 p.m. at the Monroe Township High School.

## **19. ADJOURNMENT**

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<b>Subject</b>	<b>A. NOTES</b>
Meeting	Oct 16, 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.