

BOARD ACTION

A. PROFESSIONAL APPOINTMENTS

\*PRE-REFERENDUM PLANNING

It is recommended that the Board of Education approve the previously submitted proposals for required pre-referendum planning regarding the anticipated building of a new elementary school and a new middle school on the land, which will be transferred by the Township to the Board and an addition to the high school ("Project"), as follows:

1. Proposal of McCarter & English, LLP, the Board's Bond Counsel, dated August 2, 2016, for specialty advice and counseling services relating to the structure and sale of bonds to finance the Project;
2. Proposal of Phoenix Advisors, LLC, dated August 3, 2016, for financial advisory services in connection with the Project relative to the tax impact of the projected new bonds considering the existing debt structure; and
3. Proposal of DI Group Architecture, LLC, the Board's Architect of Record, dated August 24, 2016, for architectural services in connection with the Project, including, but not limited to, schematic design, educational specification design, Project cost estimates and design services.

It is understood that through further Board deliberation, public input and/or the results of the Engineer's site development feasibility study, the nature and scope of the Project may change. However, it remains necessary at this time for the Board to engage the Architect, the Financial Planner and Bond Counsel to assist Administration in the definition and scope of the Project, on an as-needed basis, in view of the complexities of the Project.

It is further recommended that the Board President 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.

4. It is recommended that members of the Monroe Township Board of Education approve Lois Mishkin, M.A.CCC/LDTC, 1579 Rising Way, Mountainside, NJ 07092 to conduct an Educational Evaluation at a fee of \$1500.00.
5. \*It is recommended that members of the Monroe Township Board of Education approve Hearing Health PA, LLC, Audiology Associates of Freehold, 57 Schanck Road, Suite C-5, Freehold, NJ 07728 to conduct CAP (Central Auditory Processing) testing at a fee of \$607.00 for the 2106/2017.

B. TRANSFER #12

**Business Administrator's Report**

It is recommended that members of the Monroe Township Board of Education approve Transfer #12 for June 30, 2016 for Fiscal Year 2015/2016 as previously submitted.

**C. SECRETARY'S FINANCIAL & CASH REPORT**

In accordance with N.J.A.C. 6A:23-2-11(c) 4, Be It Resolved that the Board of Education hereby certifies that it is in receipt of the Financial Reports for June 2016, 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 June 2016 Secretary's Report indicates that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in accordance with N.J.A.C.6A:23-2.11(a).

**D. \* BILL LIST**

It is recommended that the bills totaling \$12,825,027.93 for June 2016 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

**E. \* BILL LIST- NEW HIGH SCHOOL (BOND SERIES 2004)**

It is recommended that the bills totaling \$3.50 for June 2016 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

**F. \* BILL LIST – NEW HIGH SCHOOL (BOND SERIES 2008)**

It is recommended that the bills totaling \$274,334.76 for June 2016 be ratified by the Board. The bills have been reviewed by the Chairperson of the Finance Committee and certified by the Board Secretary.

**G. 2015/2016 SUMMARY CASH REPORT**

Be it Resolved, that members of the Board of Education hereby certify that they are in receipt of the Summary Cash Report for the fiscal year ending June 30, 2016.

**H. \* CONTRACT RENEWALS - PUPIL TRANSPORTATION**

It is recommended that members of the Monroe Township Board of Education, in accordance with the 2016/2017 budget and in accordance with New Jersey Department of Education pupil transportation regulations, authorize Michael C. Gorski, Business Administrator /Board Secretary to renew the previously submitted contracts for pupil transportation routes, special education

**Business Administrator's Report**

contracted pupil transportation routes, and contracted field and athletics trips during fiscal year 2016/2017 for the best interest of the students and District:.

Durham School Services  
Montauk Transit Services, LLC

I. \*CONTRACT RENEWAL - ICE RENTAL

It is recommended that members of the Board of Education renew the previously submitted agreement between Athletic Community Team LLC, d/b/a Jersey Shore Arena and the Monroe Township Board of Education to provide ice rental time for the 2016/2017 school year. The hourly rate remains the same as the prior year.

J. EMPLOYEE ASSISTANCE PROGRAM PLAN AGREEMENT

It is recommended that members of the Monroe Township Board of Education approve the previously submitted Employee Assistance Program Plan Agreement between Saint Barnabas Management Services and the Monroe Township Board of Education for the period commencing October 1, 2016 and until September 30, 2017 for a fee of \$24,888.50. This fee is unchanged from prior years.

K. TRAVEL EXPENDITURE RESOLUTION

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 the New Jersey School Boards Association (NJSBA) and set forth below are directly related to and within the scope of board members' and employees duties; 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

**Business Administrator's Report**

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 Board Health Care Summit  
Trenton, NJ**

<b>Staff/Board Member</b>	<b>Date(s) of Travel</b>	<b>Transportation, Tolls &amp; Mileage Reimbursement*(a)</b>	<b>Workshop Fee for NJSBA members</b>
<b>Board Members</b>			
Steve Riback	9/28/16	\$35.00	\$75.00

**New Jersey School Board 2016 Workshop & Exhibition  
October 25-27, 2016 Atlantic City, New Jersey**

<b>Staff/Board Member</b>	<b>Date(s) of Travel</b>	<b>Transportation, Tolls &amp; Mileage Reimbursement *(a)</b>	<b>Hotel ** (c)</b>	<b>Meals*** (d)</b>	<b>Workshop Fee \$1400 Group rate for members</b>
<b>Board Members</b>					
Tom Nothstein	10/25, 10/26 10/27	\$125.00	\$194.00	\$160.00	group rate

\* (a) Mileage calculated at 98 miles one way at \$.31/mile. Round trip tolls and transportation are estimated @\$50.00 as they vary by route taken.

**Business Administrator's Report**

\*\* (c) The State allows a maximum of \$97/day for hotel/taxes. Board members will reimburse the district for all amounts over. This amount may be revised and reimbursement will be in accordance with the current GSA Rate at the time of the conference.

\*\*\* (d) Currently the State allows \$64.00/day Meals/Incidentals for full day and \$48.00/day for first and last day of conference. This amount may be revised and reimbursement will be in accordance with the current GSA Rate at the time of the conference.

**L. NORTHWEST EVALUATION ASSOCIATION - WEB BASED MAP**

It is recommended that the Monroe Township Board of Education approve the Subscription Agreement between Northwest Evaluation Association (“NWEA”) and the Monroe Township Board of Education for the period from July 1, 2016 through June 30, 2017 at a cost of \$63,671.50 for access to and use of NWEA’s math, reading, and language usage Measures of Academic Progress (“MAP”) and MAP for Primary Grades assessments. This agreement involves the provision and performance of goods and services for the support of proprietary computer software and is thus exempt from the public bidding requirements pursuant to N.J.S.A. 18A:18A-5. The Board President 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.

**M. \*RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MONROE, IN THE COUNTY OF MIDDLESEX, NEW JERSEY AUTHORIZING THE ACQUISITION AND FINANCING OF ADDITIONAL EQUIPMENT**

WHEREAS, the Board of Education (the “Board of Education”) of the Township of Monroe, in the County of Middlesex, New Jersey (the “School District”) has by resolution adopted on July 27, 2016 (the “Resolution”) authorized the acquisition and financing of various equipment and vehicles (the “Vehicles and Equipment”); and

WHEREAS, the Board of Education has determined a need for a design jet printer, PTZ security camera, incubator shaker and two industrial floor cleaners (collectively, the “Additional Equipment”); and

WHEREAS, the Board of Education hereby desires to amend the Resolution in order to include the Additional Equipment in the definition of Vehicles and Equipment contained in the Resolution.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION, AS FOLLOWS:

1. The definition of Vehicles and Equipment contained in the second WHEREAS clause of the Resolution is hereby amended to include the Additional Equipment.
2. All other provisions of the Resolution shall remain unchanged and in full force and effect.

**Business Administrator’s Report**

3. This resolution shall take effect immediately.

N. \*BID AWARD – TENNIS COURT RESTORATION AT MONROE TOWNSHIP MIDDLE SCHOOL

WHEREAS, the Monroe Township Board of Education (“Board”) solicited competitive bids for the Tennis Court Restoration at Monroe Township Middle School (“Project”); and

WHEREAS, on August 16, 2016, the Board received bids from All Surface Asphalt Paving, Inc., Fiore Paving Co., Inc. and Halecon, Inc., as reflected on the attached bid tabulation sheet in response to the Board’s aforementioned solicitation; and

WHEREAS, the lowest responsible bid for the Project was submitted by Halecon, Inc. in the amount of \$346,250.00; and

WHEREAS, the bid submitted by Halecon, Inc. is responsive in all material respects and the Board is desirous of awarding the contract for the Project to Halecon, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Tennis Court Restoration at Monroe Township Middle School to Halecon, Inc., 136 Billian Street, Bridgewater, New Jersey 08807 in a total contract sum of \$346,250.00 in accordance with its Proposal and the Board's specifications.

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

Michael C. Gorski, CPA  
Prepared by

August 31, 2016  
Meeting Date

**\*The Jamesburg Representative is only eligible to vote on the items delineated by an asterisk in the Superintendent’s and Business Administrator/Board Secretary’s Board Action section of the Agenda pursuant to N.J.S.A. 18A:38-8.1.**