

**SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS**  
**Monmouth Junction, New Jersey**

**A. APPROVAL - CONSENT AGENDA – August 17, 2015**

**1 BUSINESS/BOARD**

Administration recommends that the following items be approved:

**1.1 Approval of Expenditures** - That the warrant list dated August 17, 2015 as certified by the Business Administrator/Board Secretary be approved. It is further certified that there are no overexpenditures in the major accounts: Current Expense, Capital Outlay and Debt Service and that the monthly Financial Status Report indicates that sufficient funds are available to meet the district's financial obligations for the 2015 – 2016 fiscal year (N.J.A.C. 6:20-2.13).

<b>Warrants dated:</b>	<b>August 17, 2015</b>	<b>\$3,857,506.41</b>
<b>Payroll</b>	<b>July 15, 2015</b>	<b>\$1,326,530.87</b>
	<b>July 30, 2015</b>	<b><u>\$1,106,653.53</u></b>
<b>Total approved for payment</b>		<b><u>\$6,290,690.81</u></b>

**1.2 Approve Transfers** - That the transfers of budget appropriations between expenditure codes of the 2015 – 2016 Budget, as specified on the attached sheets, be hereby authorized.

- A. Additional Transfers for June 2015
- B. Transfers for July 2015

**1.3 Approve the Report of the Board Secretary** – That the attached Reports of the Board Secretary be approved: **Board Secretary's Report for July 2015**

**1.4 Approve Bank Reconciliation Statement** - That the Monthly Bank Reconciliation Statements from the Treasurer of School Monies, agreeing with the balance computed in the school district Business Office, be approved as follows:

<b>Statement as of July 31, 2015</b>	<b>\$23,483,570.59</b>
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**1.5 Approve Transportation Jointures** – That the Board of Education approve the following Transportation Jointures for the 2015 – 2016 school year:

A. Host District -	North Brunswick
Joiner District -	South Brunswick
Host District Rt. Number -	St. Joe 1
Destination -	St. Joseph's HS
Number of Host Students -	28
Number of Joiner Students -	17
<b>Joiner Cost -</b>	<b>\$15,028.00</b>
B. Host District -	North Brunswick
Joiner District -	South Brunswick
Host District Rt. Number -	Bis Ahr-1
Destination -	Bishop Ahr High School
Number of Host Students -	32
Number of Joiner Students -	9
<b>Joiner Cost -</b>	<b>\$7,956.00</b>

**1.6 Approve Adoption of Curriculum** – That the Board of Education approve the re-adoption of the South Brunswick School District Curriculum and the Independent Studies for the 2015 – 2016 school year in all areas of content. All curricular areas are aligned with the NJ Core Curriculum Content Standards and/or the Common Core State Standards.

**1.7 Approve Adoption of Textbooks and Resources** – That the Board of Education approve the South Brunswick School District Textbooks and Resources for the 2015 – 2016 school year.

**1.8 Approve the Program for the James Kimple Center for Alternate Education** – That the Board of Education approve the program for the James Kimple Center for Alternate Education for the 2015 – 2016 school year.

**1.9 Approve Professional Services Agreement** – That the Board of Education approve Janet Gleim of JG Educational Consultant Limited Liability Company from West Windsor, NJ as a District-wide Supervisor In-Residence for the 2015 – 2016 school year. Contract amount not to exceed \$40,000. This is a professional service as defined in N.J.S.A. 18A:18A "Public School Contracts," and as such, it is exempt from public advertisement in formal competitive bids. Fees for additional services requested by the Board of Education will be mutually agreed upon prior to the commencement of any work.

**1.10 Approve Change Orders** – That the Board of Education approve the PCO’s 1 and 2 for All Surface Asphalt Paving for the Tennis Court Reconstruction at South Brunswick High School as per the following:

PCO #1	Additional asphalt paving as requested by BOE.	\$3,960.00
PCO #2	Delete tree and retaining wall replacement and new pad for shed.	<u>(\$44,200.00)</u>
	Total	<u>(\$40,240.00)</u>

Spiezle Group, Inc. has reviewed the PCOs in the above amounts and finds them fair and reasonable.

The original Contract Sum was	\$722,452.00
The net change by previously authorized Change Orders	\$0
The Contract Sum prior to these Change Orders	\$722,452.00
The Contract Sum will be decreased by these Change Orders	<u>(\$40,240.00)</u>
The new Contract Sum including these Change Orders	\$682,212.00

**1.11 Approve Contracted Services** – That the Board of Education approve the attached contract with Third Sector New England for Tools of the Mind training for the period from July 1, 2015 through June 30, 2016. It is projected these contracted services will not exceed the cost of \$3,500.

**1.12 Approve Contracted Services** – That the Board of Education approve the attached proposal from Southern Regional Institute (SRI) and Educational Technology Training Center (ETTC) for the 2015 – 2016 school year to provide onsite team training for the Intervention and Referral Services Teams at the middle schools and high school. It is projected these contracted services will not exceed the cost of \$6,000.

**1.13 Approve Out-Of-District Placements** - That the Board of Education approve the special education students whose initials appear on the attached sheets to be sent to the schools indicated with tuition and transportation costs paid by the South Brunswick Township School District.

- A. 2015 Extended School Year (ESY)
- B. 2015 - 2016 School Year Out-of-District

**1.14 Approve Awards** – That the Board of Education approve the following awards to the following vendors:

- A. In Line Air Conditioning Company Inc. of Bayonne, New Jersey the hourly rates and mark-up per the detail listed below for vehicle repairs for the period commencing immediately through March 14, 2016 as bid and received by Middlesex Regional Educational Services Commission(MRESC), NJ State Approved Cooperative Pricing System #65MCECCPS, HVAC Services Re-bid #MRESC 12/13-81 as follows:

**Labor bid, expressed as a percentage mark-up of all prevailing wage trades.**

<u>Service</u>	<u>Percentage</u>
Supervisor and Service Journeyman	40.5%
HVAC Helper and Apprentice	37%
% mark-up added to wholesale cost	14.8%

Aggregate purchases not to exceed \$200,000

- B. Ken’s Body Works, Inc. of Freehold, NJ the hourly rates and mark-up per the detail listed below for vehicle repairs for the period commencing immediately through November 30, 2016 as bid and received on February 5, 2015 through the Educational Cooperative Pricing System of the Educational Services Commission of Morris County Bid #6903.**

<u>Service</u>	<u>Rate</u>
Skilled Mechanic	\$60.00/per hour
% mark-up added to wholesale cost	0.00%

Aggregate purchases not to exceed \$75,000.

- C. National Fuel Oil of Newark, NJ with the following contract as bid and awarded by the County of Somerset Cooperative Purchasing Program State Coop #2SOCCP. The contract period is effective immediately through July 22, 2016. Authorized purchases not to exceed \$200,000 per year.**

**Bid#CC-0045-14** Furnishing and Delivery of Unleaded Regular Grade 87 Octane Unbranded Gasoline. The price will be based on the delivery mark-up of **\$.0374 per gallon** over the Journal of Commerce Newark Reseller Rack Low End Posing for 87 Octane Gasoline.

- D. National Terminal Inc. of Newark, NJ with the following contract as bid and awarded by the State of New Jersey #T1845. The contract period is effective immediately and expires on 10/31/16. Authorized purchases not to exceed \$300,000 per year.**

**A82768** Furnishing and Delivery of Diesel Fuel Premium Winter Mix and Ultra Low Sulfur Diesel Fuel. The price will be based on the delivery mark-up of **\$.0292 per gallon** over the Journal of Commerce Newark Reseller Tank Car Price Low End for Ultra Low Sulfur Diesel Fuel April 16<sup>th</sup> and November 14<sup>th</sup> and **\$.0300 per gallon** over the Journal of Commerce Newark Reseller Tank Car Price Low End for Diesel Fuel Premium Winter Mix between November 15<sup>th</sup> and April 15<sup>th</sup>.

**1.15 Authorize Purchase through State Contract over the Bid Limit** – That the Board of Education authorize the following purchases utilizing the State Contract M-0483 WSCA for Dell Computer Corp., Round Rock, TX.

Dell Computer Corp. State Contract #70256 of WSCA M0483

<u>Qty.</u>	<u>Location</u>	<u>Description</u>	<u>Quote/Contract No.</u>	<u>Unit Cost</u>	<u>Total Cost</u>
50	Districtwide	Dell Latitude E5450/5450 CTO (210-ACTC)	711049299	\$1,005.68	\$50,284.00

**1.16 Authorize Increase in Not to Exceed Amount** – That the Board of Education authorize and increase the “not to exceed amount” for Halecon, Inc. of Bridgewater, NJ as awarded through Bid #2014-06 as renewed on June 1, 2015 for Paving Work to \$200,000 for the 2015 – 2016 school year.

**1.17 Approve Utilization of State Contract T-2108 Maintenance & Repair for Heavy Duty Vehicles** (Class 5 or higher) - That the Board of Education authorize the use of the following vendors per the State Contract T-2108 – Maintenance & Repair for Heavy Duty Vehicles (Class 5 or higher) for the contract period of 7/21/15 through 7/20/18 with a “Not to Exceed” amount of \$60,000 per year/per vendor.

<u>Vendor</u>	<u>Contract No.</u>
Bucks County International Inc.	89266
Campbell Freightliner LLC	89264
Circle Automotive Inc.	89287
Creston Hydraulics Inc.	89297
Del Val International Trucks Inc.	89267
H A DeHart & Son, Inc.	89272
Mercer Spring	89285
Norcia Corp	89298
On Site Fleet Service Inc.	89273
Raphael Bus Sales LLC	89265
Route 23 Auto Mall	89262

**1.18 Approve Acceptance of Funds/Special Medicaid Initiative** – That the Board of Education accept the funds from the State of NJ as part of the Special Medicaid Initiative (SEMI) in the amount of \$23,436.61 for an American Recovery and Reinvestment Act reconciliation payment.

**1.19 Approve Acceptance of Funds/Non-Public** – That the Board of Education approve the acceptance of the following funds from the New Jersey Department of Education for the 2015 – 2016 school year:

**Non-Public Textbooks**

- Noor Ul-Iman \$27,065
- St. Augustine School \$24,667

**Non-Public Nursing Services**

- Noor Ul-Iman \$46,620
- St. Augustine School \$38,880

**Non-Public Technology**

- Noor Ul-Iman \$12,324
- St. Augustine School \$11,232

**Non-Public Auxiliary**

- Basic Skills \$53,300
- ESL \$20,706
- Transportation \$12,208

**Non-Public Handicapped**

- Supplemental Instruction \$16,337
- Initial/Annual Exam \$32,713
- Speech \$32,607

**1.20 Approve Non-Public Technology Requests** – That the Board of Education approve the Non-Public Technology requests for supplies and materials from Middlesex Regional Educational Services Commission (MRESC) for the 2015 – 2016 school year per the attached documents for the following schools:

- St. Augustine \$9,990.60
- Noor-Ul-Iman \$11,489.75

**1.21 Approve Out-of-District Tuition Student** – That the student whose initials appear on the attached sheet be accepted as a tuition student for the 2015 – 2016 school year in accordance with the agreement with the South Brunswick Board of Education.

**1.22 Approve Establishment of Bank Account** – That the Board of Education approve an establishment of a bank for the South Brunswick Board of Education HRA Funding at PNC Bank.

**1.23 Approve Interlocal Services Agreement** – That the Board of Education approve the Interlocal Services Agreement between the South Brunswick Township and the South Brunswick Board of Education for funding of School Resource Officer positions for the 2015 – 2016 school year not to exceed \$250,000.

**1.24 Approve Resolution for the 2004 Bond Issue** –

WHEREAS, the remaining principal from the 2004 Bond issue has been held in a separate bank account, and

WHEREAS, the projects for which the bonds were issued are completed, and

WHEREAS, bond counsel has stipulated the remaining unspent principal must be transferred to Debt Service Fund to offset future Debt Service obligations;

NOW THEREFORE BE IT RESOLVED that the Board of Education authorize the Business Administrator to transfer a portion of the unspent principal in the amount of \$728,984 from the 2004 Bond issue to the Debt Service Fund, as per the 2015 – 2016 budget approved by the Board of Education retroactive to fiscal year ending June 30, 2015.

**1.25 Approve Harassment, Intimidation and Bullying Report** – That the Board of Education approve the determinations and recommendations submitted by the Superintendent, through the date of this meeting, regarding the disciplinary consequences and/or remedial actions as required by the State of New Jersey under the Anti-Bullying Bill of Rights.

**1.26 Approve Resolution for Travel and Related Expense Reimbursement** –

- A. Regular Business Travel
- B. Other – D.P.
- C. Other – P.S.V.

WHEREAS, the South Brunswick Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, a Board of Education may establish, for regular district business travel only as described in NJOMB Circular Letter 06-02, including amendments or revisions thereto, a threshold amount below which Board approval is not required; and

**WHEREAS**, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable are excluded from the requirements of N.J.A.C. 6A:23B-1.1 et seq.; and

**THEREFORE, BE IT FURTHER RESOLVED**, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as per noted on the attached Board of Education Approval of Travel and Related Expense Reimbursement Form; and

**BE IT FURTHER RESOLVED**, the Board of Education approves the travel and related expense reimbursements as listed on the attached Board of Education Approval of Travel and Related Expense Reimbursement Form.

**2 PERSONNEL** - Administration recommends that the following personnel items be approved:

**2.1 Accept Resignations** – That the Board of Education accept the following resignations on the dates indicated:

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Alasia Bedson	Teacher	Indian Fields	07/31/15	07/17/15
Allison Biringer	Teacher	Greenbrook	07/31/15	07/24/15
Roxann Clarke-Holmes	Teacher	SBHS	07/30/15	07/30/15
Margaret Ehrhardt	School Social Worker	Cambridge	12/01/15	07/30/15
Christine Kapalski	Vehicle Safety Coordinator	Transportation	08/07/15	07/24/15
Carly Millan	Speech Language Specialist	Brunswick Acres	10/04/15	08/04/15
Stephanie Rockwell	Speech Language Specialist	Crossroads North	10/09/15	08/11/15
Alex Witkowski	Teacher	SBHS	08/31/15	08/04/15



**2.2 Approve Leaves of Absence** – That the Board of Education approve the following leaves of absence:

A. Leaves of Absence

Name	Assignment	Location	Period of Leave	Type of Leave
Carla Garcia	School Social Worker	Crossroads South / Indian Fields	12/21/15 thru 03/18/16	Unpaid Family Leave (FMLA)
Carla Garcia	School Social Worker	Crossroads South / Indian Fields	03/21/16 thru 06/30/16	Unpaid Child-Rearing Leave
Kimberly Martin-Jones	Teacher	Deans	01/20/16 thru 04/15/16	Unpaid Family Leave (FMLA)
Stafanie Shoro	Teacher	Crossroads South	01/07/16 to 04/01/16	Unpaid Family Leave (FMLA)
Stafanie Shoro	Teacher	Crossroads South	04/04/16 to 06/30/16	Unpaid Child-Rearing Leave

B. Change of Leaves

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave	Previously Approved
Rachel Ellingham	Custodian	SBHS	06/16/15 thru 09/04/15	06/16/15 thru 08/10/15	Unpaid Leave of Absence	07/20/15
Kathryn Hunt	Teacher	Crossroads South	10/08/15 thru 10/23/15	09/21/15 thru 10/30/15	Unpaid Family Leave (FMLA)	07/20/15

**2.3 Approve Appointments** – That the Board of Education approve the following appointments:

A. Certificated

Name	Assignment	Location	Salary	Reason for Vacancy	Effective Date
Mamta Agrawala	ELL Teacher	.5 South / .25 Cambridge / .25 Dayton	\$56,620.00 (MA, Step 1)	Vacant Budgeted Position	09/01/15
Stephanie Cooper	Replacement School Psychologist	.6 Brooks Crossing / .4 Monmouth Junction	\$60,510.00 (DM, Step 1)	Family Leave Position	09/01/15 thru 06/30/16

Christina Figliolini	Language Arts Teacher	Crossroads South	\$53,500.00 (BA, Step 1)	Vacant Budgeted Position	09/01/15
Stephanie Greco	Replacement Mathematics Teacher	SBHS	\$53,500.00 (BA, Step 1)	Family Leave Position	09/01/15 thru 06/30/16
Vincent Grillo	Pre-School Disabilities Teacher	Dayton	\$57,620.00 (MA, Step 2)	Vacant Budgeted Position	09/01/15
Michelle Morris	Replacement Special Education Teacher	Brunswick Acres	\$53,500.00 (BA, Step 1)	Family Leave Position	09/01/15 thru 06/30/16
Dushyanthi Naveendra	School Social Worker	Constable	\$57,620.00 (MA, Step 2)	Vacant Budgeted Position	09/01/15
Christina Potter	Replacement Kindergarten Teacher	Brunswick Acres	\$56,620.00 (MA, Step 1)	Family Leave Position	09/01/15 thru 06/30/16
Ketty Sibilly	French Teacher	Crossroads North	\$58,440.00 (BA+15, Step 6)	Vacant Budgeted Position	09/01/15
Kimberly Testa	Replacement Social Studies Teacher	Crossroads South	\$55,500.00 (BA, Step 3)	Family Leave Position	09/01/15 thru 06/30/16
Gillian Velmar	Speech Language Specialist	Crossroads South	\$57,620.00 (MA, Step 2)	Vacant Budgeted Position	09/01/15
Rae Wine	Special Education - MD Teacher	Crossroads South	\$56,620.00 (MA, Step 1)	Vacant Budgeted Position	09/01/15
Chelsea Wilson	Speech Language Specialist	Dayton	\$58,620.00 (MA, Step 3)	Newly Created Position	09/01/15
Catherine Ziegler	Pre-School Disabilities Teacher	Monmouth Junction	\$53,500.00 (BA, Step 1)	Newly Created Position	09/01/15
Jennifer Durkin	Replacement Fifth Grade Teacher	Brooks Crossing	\$58,620.00 (MA, Step 3)	Family Leave Position	09/01/15 thru 06/30/16
Krista Kelly	Replacement Fourth Grade Teacher	Brooks Crossing	\$54,500.00 (BA, Step 2)	Family Leave Position	09/01/15 thru 06/30/16
Courtney Lanza	Replacement Fourth Grade Teacher	Brooks Crossing	\$58,620.00 (MA, Step 3)	Family Leave Position	09/01/15 thru 06/30/16

Samantha Olcott	Replacement Fourth Grade Teacher	Greenbrook	\$57,620.00 (MA, Step 2)	Family Leave Position	09/01/15 thru 06/30/16
Pamela Tamowski	Replacement School Social Worker	Indian Fields	\$56,620.00 (MA, Step 1)	Family Leave Position	09/01/15 thru 06/30/16

B. Non-Certificated

Name	Assignment	Location	Salary	Reason for Vacancy	Effective Date
Diane Copeland	Bookkeeper II, Level IV, 12-month	SBHS	\$44,474.00 (Step F)	Vacant Budgeted Position	09/21/15
Janey Kraft	Nurse/Secretary, Level IV, 10-month	Crossroads North	\$44,649.00 (Step K1)	Vacant Budgeted Position	09/01/15
Karen Sinclair	.67 Receptionist, 12-month, Level I	Human Resources	\$26,370.53 (Step D)	Vacant Budgeted Position	08/03/15

**2.4 Approve Appointment from Replacement to Replacement** – That the Board of Education approve the following replacement position to a replacement position:

Name	Assignment	Location	Effective Date
Jennifer Moffett	Replacement Third Grade Teacher	Brunswick Acres	09/01/15 thru 06/30/16

**2.5 Approve Appointment from Replacement to Tenure** – That the Board of Education approve the following replacement positions to tenure track positions:

Name	Assignment	Location	Effective Date
Jessica Courtney	Second Grade Teacher	Greenbrook	09/01/15
Alexandria Robles	Mathematics Teacher	SBHS	09/01/15

**2.6 Rescind Appointment** – That the following appointments be rescinded:

Name	Assignment	Location	Previously Approved
Kyung Lee	Replacement Social Studies Teacher	Crossroads South	07/20/15
Matthew Zrebiec	Replacement English Teacher	SBHS	07/20/15

**2.7 Approve Memorandum of Agreement** – That the Board of Education approve the attached Memorandum of Agreement between the South Brunswick Board of Education and the South Brunswick Head Custodian and Custodial Foreman Association for the period July 1, 2015 through June 30, 2018.**2.8 Approve Establishment of Salaries** – That the Board of Education approve the establishment of the salaries as per the attached for the 2015 – 2016 school year:

- A. South Brunswick Association of Educational Secretaries
- B. South Brunswick Head Custodian and Custodian Foreman Association

**2.9 Approve Change in Assignment** – That the Board of Education approve the following change in assignment:

Name	Assignment - From	Assignment - To	Location - From	Location - To	Reason for Transfer	Effective Date
Christin Basha	Fourth Grade Teacher	First Grade Teacher	Cambridge	Indian Fields	Realignment	09/01/15
Melissa Caruso	Fifth Grade Teacher	Title I Support Teacher	Brooks Crossing	Greenbrook	Realignment	09/01/15
Maureen Hartman	Social Studies Teacher	Teacher Coach	Crossroads North	.5 North / .5 South	Newly Created Position	09/01/15
Christine McMahon	Title I Support Teacher	Instructional Support Teacher	Brunswick Acres	Dayton	Realignment	09/01/15

**2.10 Approve Change in Location** – That the Board of Education approve the following change in location:

Name	Assignment	Location - From	Location - To	Reason for Transfer	Effective Date
Michael Januszka	Physical Education Teacher	Brooks Crossing	.6 Brunswick Acres / .4 Constable	Realignment	09/01/15

**2.11 Approve Job Description** – That the Board of Education approve the following job description as per the attached:

Title	Effective Date
Teacher Coach	08/17/15

**2.12 Rescind Extracurricular Elementary** – That the following extracurricular elementary appointment be rescinded:

Name	Position	Location	Previously Approved
Allison Biringer	Co-Advisor - Student Council	Greenbrook	05/11/15

**2.13 Approve Termination of Employment – Community Education** – That the Community Education employee listed on the attached sheet be terminated on the date indicated: