

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS
Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – June 27, 2016

1 BUSINESS/BOARD

Administration recommends that the following items be approved:

1.1 Approval of Expenditures - That the warrant list dated June 27, 2016, 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).

Warrants dated:	\$1,602,097.63
Total	<u>\$1,602,097.63</u>

1.2 Approve Competitive Contracting Process – That the Board of Education authorize the School Business Administrator to use competitive contracting for specialized goods or services enumerated in section 45 of P.L. 1999, c.440 (C.18A:18A-4.1) for the 2016 – 2017 school year. The use of this competitive contracting procedure requires Board of Education approval as per 18A:18A-4.3 in the following subject area:

- Third Party Review of Energy Savings Plan

1.3 Record and Award Bids – That the Bids for Custodial Supplies, Bid. No. 2016 – 08, opened on June 21, 2016, be recorded as per the following:

<u>Vendor</u>	<u>Number of Items</u>	<u>Total Price</u>
All American Poly Piscataway, NJ	1	\$16,416.00
All Clean Janitorial Supply Co. Lawrenceville, NJ	14	\$65,103.70
Bio-Shine Spotswood, NJ	22	\$80,298.29
Calico Industries Inc. Annapolis Junction, NJ	10	\$20,700.12

Central Poly Bag Corp. Linden, NJ	6	\$42,276.00
Glopak Corp. South Plainfield, NJ	1	\$18,450.00
Indco Inc. Gloucester City, NJ	16	\$40,088.22
Interboro Packaging Corp. Montgomery, NY	5	\$16,853.20
Office Basics Inc. Boothwyn, PA	19	\$60,175.00
Pyramid School Products Tampa, FL	10	\$7,624.92
Scoles Floorshine Industries Wall, NJ	5	\$32,941.60
Spruce Industries Rahway, NJ	12	\$65,409.98
Unipak Corp. Brooklyn, NY	1	\$14,391.00
United Sales USA Corp Brooklyn, NY	3	\$26,530.00
WB Mason Co., Inc. Cranbury, NJ	15	\$58,040.05

That the Bids for Custodial Supplies, Bid. No. 2016 – 08, opened on June 21, 2016, be awarded as per the following:

<u>Vendor</u>	<u>Number of Items</u>	<u>Total Price</u>
Bio-Shine Spotswood, NJ	4	\$3,258.72
Calico Industries Inc. Annapolis Junction, NJ	1	\$227.52

Central Poly Bag Corp. Linden, NJ	2	\$769.00
Indco Inc. Gloucester City, NJ	2	\$176.60
Interboro Packaging Corp. Montgomery, NY	1	\$13,248.00
Office Basics Inc. Boothwyn, PA	5	\$16,118.20
Pyramid School Products Tampa, FL	3	\$186.96
WB Mason Co., Inc. Cranbury, NJ	4	\$15,856.30

- 1.4 Approve Write-Off of Account Receivables** – That the Board of Education approve the write-off of accounts receivable for tuition fees for N.B. totaling \$7,090.64 from the 2011 – 2012 school year and legal fees totaling \$6,534.00.
- 1.5 Approve Voluntary Paid Supplemental Insurance Co.** – That the Board of Education approve AFLAC (American Family Life Assurance Company of Columbus) to offer voluntary paid supplementary insurance for all South Brunswick School Employees.
- 1.6 Approve Out-Of-District Placements for Extended School Year (ESY)** - That the Board of Education approve the special education students for the 2016 ESY Program 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.
- 1.7 Approve Out-of-District Tuition Students** – That the students whose initials appear on the attached sheets be accepted as tuition students for the 2016 – 2017 school year in accordance with the agreement with the South Brunswick Board of Education.

1.8 Approve Professional Services Agreements – That the Board of Education approve the attached contract agreements between the South Brunswick Board of Education and the University of Medicine and Dentistry (UMDNJ) on behalf of the University Behavioral HealthCare for the 2016 – 2017 school year for the School Based Youth Services Program and the Public Donor Agreement for the following:

- A. School Based Youth Services Program at Crossroads Middle Schools and South Brunswick High School to provide therapeutic and youth development services to students referred by school personnel. The South Brunswick Board of Education will provided \$83,233 to cover the costs of the Mental Health Clinician and Psychiatrist.
- B. School Based Youth Services Program to work within the South Brunswick School Family Friendly Community Education Afterschool Program to provide therapeutic and youth development services to students referred by school district personnel and the Community Education staff. The South Brunswick Board of Education will provide \$25,549 to cover the costs of the Mental Health Clinician.
- C. Public Donor Agreement for School Based Mental Health Services for South Brunswick School Based Program, Service Contract #17AKMP, the donor (SBBOE) agrees to provide donated resources totaling \$144,782 to the provider agency (UBHC).

1.9 Approve Proposal for Superintendent Search – That the Board of Education approve GPM Educational Consulting Services, LLC to conduct the Superintendent Search for the South Brunswick School District at a fee of \$12,000.

1.10 Approve Student Field Trip Destinations – That the Board of Education approve the student field trips destinations for the 2016 -2 017 school year as per the attached list.

1.11 Approve Anti-Bullying Bill of Rights Act School and District Grade – That the annual Harassment, Intimidation and Bullying (HIB) self-assessment grades for all schools and district for the 2015 – 2016 school year be approved as provided on the attached sheet.

1.12 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.

1.13 Approve Resolution for Travel and Related Expense Reimbursement -

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:

A. Resignations

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Devyn Klich	Business Teacher	SBHS	06/30/16	06/18/16
Darryl Mendonez	Business/Technology Teacher	SBHS	06/30/16	06/17/16
Stephanie Marraffa	Physical Education Teacher	SBHS	06/30/16	06/16/16

B. For the purpose of retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Carmen Ortiz	Spanish Teacher	Crossroads South	06/30/16	06/23/16

2.2 Approve Termination of Employment – That the Board of Education approve the termination of the employee listed on the attached page on the effective date indicated.

2.3 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
Maryam Arnold	Bookkeeper I	Board Office	01/23/17 thru 03/03/17	Unpaid Family Leave (FMLA)

B. Approve Change in Leaves

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave	Previously Approved
Jennifer Blackwell	Teacher	Cambridge	05/12/16 thru 06/22/16	05/12/16 thru 06/03/16	Unpaid Family Leave (FMLA)	6/13/2016

2.4 Approve Appointments – That the Board of Education approve the following appointment:

Certificated

Name	Assignment	Location	Salary	Reason for Vacancy	Effective Date
Thaddeus Thompson	Business Administrator/Board Secretary	Board Office	\$158,000.00	Vacant Budgeted Position	07/01/16

2.5 Approve Change in Assignment and Salary – That the Board of Education approve the following change in assignments and salary:

Name	Assignment - From	Assignment - To	Location	Salary - From	Salary - To	Effective Date
Maribeth Edmunds	Principal on Special Assignment	Director of Secondary Education	Board Office	\$146,694.00	\$156,000.00	07/01/16
Cristina Vildostegui-Cerra	Interim Principal	Principal	Monmouth Junction	\$90,000.00	\$100,000.00	7/1/2016
Kathleen Boyce	IST - Greenbrook	Assistant Principal	Monmouth Junction/Constable	\$85,160.00	\$92,000.00	7/1/2016

2.6 Approve Change in Assignment and Location – That the Board of Education approve the following change in assignment and location:

Name	Assignment - From	Assignment - To	Location - From	Location - To
Mary Desai	Teacher	Technology G&T Program	Brooks Crossing	District Wide

2.7 Approve Appointment from Replacement to Replacement – That the Board of Education approve the following Replacement to Replacement position:

Name	Assignment	Location	Effective Date
Jennifer Durkin	Fifth Grade	Brunswick Acres	09/01/16

2.8 Approve Appointment from Replacement to Tenure Track – That the Board of Education approve the following Replacement to Tenure Track Position:

Name	Assignment	Location	Effective Date
Zachary Nieman	Social Studies	SBHS	09/01/16

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

Name	Location - From	Location - To	Assignment	Reason for Change	Effective Date
Kimberly Testa	Crossroads South	SBHS	Social Studies	Realignment	09/01/16

2.10 Approve Change in Salary – That the Board of Education approve the following change in salary:

Name	Assignment	Location	Salary - From	Salary - To	Reason for Change	Effective Date
Allison Dubois	Assistant Principal	Crossroads North	\$101,184.00	\$120,000.00	10 months to 12 months	07/01/16
Dwane Washington	Vehicle Safety Coordinator	Transportation	\$47,000.00	\$51,700.00	Completion of coursework	07/01/16

2.11 Approve Transfers – That the Board of Education approve the following transfers:

Name	Location - From	Location - To	Assignment	Reason for Change	Effective Date
Karen Gordon	Indian Fields	SBHS	School Nurse	Involuntary; program needs	09/01/16
Donna Sichta	SBHS	Indian Fields	School Nurse	Voluntary	09/01/16

2.12 Approve Establishment of Salaries – That the Board of Education approve the following establishment of salaries for the 2016 – 2017 school year:

- A. South Brunswick Administrators' Association
- B. South Brunswick Association of Educational Secretaries
- C. South Brunswick Board of Education Non-Unit Personnel

- D. South Brunswick Head Custodian and Custodial Foreman Association
- E. South Brunswick Maintenance Association
- F. South Brunswick Supervisors’ Association
- G. South Brunswick Education Association

2.13 Approve Establishment of Steps and Rates – That the Board of Education approve the following establishment of steps and rates for the 2016 – 2017 school year:

- A. South Brunswick Association of Paraprofessionals
- B. South Brunswick School Bus Drivers’ Association

2.14 Approve Employee Contract – That the Board of Education approve the employee contract for Thaddeus Thompson, Business Administrator/Board Secretary for the period July 1, 2016 through June 30, 2017.

The contract has been reviewed by the Executive County Superintendent for Middlesex County and is in compliance with applicable laws and regulations.

2.15 Rescind Community Education Summer Assignments – That the Board of Education rescind the following Community Education Summer assignments:

Name	Assignment	Location	Effective Date	Date of Rescind Letter	Previously Approved
Amanda D'Bartolo	Jr. Sports Counselor	Sports-SBHS	06/27/16	Verbal - 06/09/16	05/23/16
Gabrielle Krutan	Jr. Counselor Sub	Day Camp & Enrichment - BA&BC	06/27/16	Verbal - 06/16/16	06/13/16
Delxie Rivera	Jr. Counselor Sub	Day Camp & Enrichment - BA&BC	06/27/16	Verbal - 06/16/16	06/13/16

2.16 Approve Change in Rate for Community Education Summer Staff - That the Board of Education approve the change in rate for the Community Education Summer Staff:

Name	Assignment	Location	Rate/Step - From	Rate/Step - To	Effective Date
Mandy Fleischman	Counselor	Day Camp-Brunswick Acres	\$10.00/hr	11.75/hr	06/27/16

2.17 Approve Community Education Summer Staff – That the Board of Education approve the following Community Education Summer Staff for 2016 Day Camps, Enrichments Camps and Sports Camps:

Name	Assignment	Program	Location	Stipend/Rate	Effective Date
Jennifer Durkin	Makerspace Coordinator	Day Camp	Crossroads South	\$29/hr	7/5 - 8/12
Donald Stursz	Coordinator	Enrichment	Brooks Crossing	\$42.50/hr	08/01/16
Susan Jelin	Nurse Sub	Enrichment	Brooks Crossing	\$32.75/hr	7/5 - 7/29
Kathleen Brady	Nurse	Day Camp	Brunswick Acres	\$42.50/hr	6/27 - 7/29
Susan Kneiss	Nurse	Day Camp	Brunswick Acres	\$42.50/hr	6/27 - 7/29
Linda Visconti	Spec Support	Enrichment	Brooks Crossing	\$19.78/hr	8/1 - 8/12
Inas Damir	Spec Support	Enrichment	Brooks Crossing	\$18.80/hr	08/15/19
Nia Nanton	Spec Support	Day Camp	Brunswick Acres	\$11.45/hr	6/27-7/1
Janet Maison	Para as teacher	Enrichment	Brooks Crossing	\$29.00/hr	07/18/21
Avi Ranadive	Jr. Sports Counselor	Sports	SBHS & Crossroads South	\$8.38/hr	6/27-9/24