

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

**A. APPROVAL - CONSENT AGENDA – May 23, 2016**

**1 BUSINESS/BOARD**

Administration recommends that the following items be approved:

**1.1 Approval of Expenditures** - That the warrant list dated May 23, 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).

<b>Warrants dated:</b>	<b>May 23, 2016</b>	
		<b>A. \$3,302,152.58</b>
		<b>B. \$13.95</b>
		<b>C. \$12.46</b>
		<b>D. \$9.92</b>
		<b>E. \$3.50</b>
		<b>F. \$2.97</b>
		<b>G. \$6.67</b>
		<b>H. \$8.53</b>
		<b>I. \$17.27</b>
		<b>J. \$9.83</b>
<b>Payroll</b>	<b>April 15, 2016</b>	<b>\$3,863,283.58</b>
	<b>April 29, 2016</b>	<b>\$3,739,290.96</b>
	<b>Total approved for payment</b>	<b><u>\$10,904,812.22</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.

**Transfers for March 2016**

**1.3 Approve the Report of the Board Secretary** – That the attached Reports of the Board Secretary be approved: **Board Secretary’s Report for March 2016.**

**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 March 31, 2016</b>	<b>\$22,289,713.49</b>
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**1.5 Approve Submission of Grant Application** – That the Board of Education approve the submission of the grant application for the 2016 Safety Grant Program through the New Jersey Schools Insurance Group’s ERIC North Sub Fund in the amount of \$27,510 for the period July 1, 2016 through June 30, 2017. The Safety Grant program is designed to help members make safety, security and educational related purchases towards loss prevention at the individual district level which ultimately affects the health of the overall ERIC North Sub Fund.

**1.6 Approve Lunch Prices for the 2016 – 2017 School Year** – That the Board of Education approve the lunch prices for the 2016 – 2017 school year (with no increase in prices from the 2015 – 2016 school year):

		<u>Premium Lunches</u>
Elementary	\$2.40	N/A
Middle School	\$2.55	\$3.90
High School	\$2.70	\$3.90

**1.7 Approve Award of Food Service Contract** – That the Board of Education per the provisions of 18A:18A-42, approve the renewal of the contract as food service management company for the South Brunswick Board of Education to Compass Group, USA Inc. by and through its Chartwells Division, Charlotte, North Carolina for the period July 1, 2016 through June 30, 2017 with the following provisions reflecting not increase in cost:

Management Fee	\$0.1775/meal (\$1.50 ala carte conversion)
Guaranteed Return	\$200,000

**1.8 Approve Renewal of Printing Contracts** – That the Board of Education per the provisions of 18A:18A-42 renew the contracts as originally awarded for Printing Services for the 2016 – 2017 school year at no increase in cost per the original specifications of Bid 2014-03 awarded on June 2, 2014 to Mastergraphx of Monmouth Junction, NJ for the District calendar and Centurion Printing of Kenilworth, NJ for multipart payroll vouchers.

Per the provisions of 18A: 18A-42 renew the contract as originally awarded for the Printing of Community Education’s School Brochure, Summer Camp Brochure and Tri-Fold Brochure for the 2016 – 2017 school year at no increase in cost per the original specifications of Bid 2015-06 awarded on July 20, 2015 to Graphic Image of Milford, CT.

**1.9 Record and Award RFP** – That the RFP for Professional Development Increasing Student Self-Regulation opened on May 19, 2016, be recorded as per the following:

<u>Vendor</u>	<u>Total Price</u>
IDE Corp. Ramsey, NJ	\$20,915.00

That the RFP for Professional Development Increasing Student Self-Regulation opened on May 19, 2016 be awarded as per the following:

<u>Vendor</u>	<u>Total Price</u>
IDE Corp. Ramsey, NJ	\$20,915.00

**1.10 Record, Award & Reject Bids** –

**A. That the Bids for Transportation To/From and Flat Rate Trips, Bid No. 2016-03, opened on May 11, 2016 be recorded: (all detail per the attached)**

Vendor  
First Student  
Monmouth Junction, NJ

Irvin Raphael, Inc.  
East Brunswick, NJ

Suburban Trails, Inc.  
New Brunswick, NJ

**That the Bids for School Related Transportation To/From and Flat Rate Trips, Bid No. 2016-03, opened on May 9, 2016 be awarded as per the following:  
(All additional detail attached)**

<u>Vendor</u>	<u>Description</u>	<u>No. of Routes</u>	<u>Total Price</u>
First Student Monmouth Junction, NJ	Public School Routes To/From Increase/Decrease per mile	5	\$147,949.00 \$1.00
Irvin Raphael East Brunswick, NJ	Public School Routes To/From Increase/Decrease per mile	14	\$374,254.00 \$1.95

<u>Primary Award Flat Rate</u>	<u>Vendor/Price 54 Passenger Bus</u>	<u>Vendor Price Coach Bus</u>
2 hour	First Student \$249.00	Suburban Trails \$494.00
3 hour	First Student \$373.50	Suburban Trails \$494.00
4 hour	First Student \$498.00	Suburban Trails \$494.00
5 hour	First Student \$622.50	Suburban Trails \$594.00
6 hour	First Student \$747.00	Suburban Trails \$694.00
7 hour	First Student \$871.50	Suburban Trails \$794.00
8 hour	First Student \$996.00	Suburban Trails \$894.00
Hrly Rate in Excess	First Student \$99	Suburban Trails \$100.00
Can. Fee (Flat Rate)	First Student \$75	Suburban Trails \$200

Day of trip

<u>Secondary Award Flat Rate</u>	<u>Vendor/Price 54 Passenger Bus</u>
2 hour	Irvin Raphael, Inc. \$280.00
3 hour	Irvin Raphael, Inc. \$420.00
4 hour	Irvin Raphael, Inc. \$560.00
5 hour	Irvin Raphael, Inc. \$700.00
6 hour	Irvin Raphael, Inc. \$840.00
7 hour	Irvin Raphael, Inc. \$980.00
8 hour	Irvin Raphael, Inc. \$1,120.00
Hrly Rate in Excess	Irvin Raphael, Inc. \$100.00
Flat Rate	
Canc. Fee (Flat Rate)	Irvin Raphael, Inc. \$150.00

**B. That the Bids for Fall Athletic Supplies and Clothing, Bid No. 2016 – 02, opened on April 19, 2016 be recorded as per the following:**

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Aluminum Athletic Equip. Co. Royersford, PA	15	\$2,984.00
BSN Sports Jenkintown, PA	85	\$33,866.85
Metuchen Center Sayreville, NJ	68	\$39,186.71
MFAC, LLC West Warwick, RI	30	\$9,213.70
Pyramid School Products Tampa, FL	27	\$6,077.46
Riddell/ All American Elyria, OH	33	\$14,638.61

Rogers Athletic Co. Farwell, MI	6	\$3,405.00
Triple Crown Sports Old Bridge, NJ	99	\$33,352.95

**That the Bids for Fall Athletic Supplies and Clothing, Bid No. 2016 – 02, opened on April 19, 2016 be awarded as per the following:**

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
BSN Sports Dresher, PA	44	\$11,719.17
Metuchen Center Sayreville, NJ	26	\$19,724.30
MFAC, LLC West Warwick, RI	11	\$3,252.50
Pyramid School Products Tampa, FL	12	\$3,935.75
Rogers Athletic Co. Farwell, MI	3	\$2,7900.00
Triple Crown Sports Old Bridge, NJ	44	\$11,085.30

**C. That the Bids for Fall Athletic Supplies and Clothing, Bid No. 2016 – 02, opened on April 19, 2016 be rejected as per the following:**

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Riddell/ All American Elyria, OH	33	\$14,638.61

**Non-Responsive to Bid Specifications (failure to submit stockholders disclosure).**

BSN Sports Jenkintown, PA	3	\$689.55
Pyramid School Products Tampa, FL	6	\$2,205.76

**Non-Responsive to Bid Specifications (failure to submit catalog/sample for comparison of alternate bid)**

**D. That the Bids for Art Room Casework Replacement, Bid No. 2015-21, opened on May 19, 2016 be recorded as per the following:**

<u>Vendor</u>	<u>Total Price</u>
EMY Solutions, LLC Dayton, NJ	\$38,450.00
Olcott Construction Co., Inc. Kendall Park, NJ	\$54,400.00

**That the Bids for Art Room Casework Replacement, Bid No. 2015-21, opened on May 19, 2016 be awarded per the following:**

<u>Vendor</u>	<u>Total Price</u>
Olcott Construction Co., Inc. Kendall Park, NJ	\$54,400.00

**E. That the Bids for Art Room Casework Replacement, Bid No. 2015-21, opened on May 19, 2016 be rejected as per the following:**

<u>Vendor</u>	<u>Total Price</u>
EMY Solutions, LLC Dayton, NJ	\$38,450.00
<b>Failure to submit Pre-qualifications and notice of classification for the projects Sub-Contractor.</b>	

**F. That the Bids for Fire Alarm Maintenance and Monitoring, Bid No. 2016-04 Time and Materials, opened on May 17, 2016 be recorded as per the following:**

<u>Vendor</u>	<u>All detail attached.</u>
Allied Fire & Safety Equipment Co. Neptune, NJ	
B Safe Inc. Wilmington, DE	
City Fire Equipment Co. East Hanover, NJ	
Fire & Security Technologies Lebanon, NJ	
Fire Control Electrical Systems Stirling, NJ	

Haig’s Service Corp.  
Green Brook, NJ

Sal Electric Co. Inc.  
Jersey City, NJ

**That the Bids for Fire Alarm Maintenance and Monitoring, Bid No. 2016-04 Time and Materials, opened on May 17, 2016 be awarded as per the following:**

<u>Primary Award</u>		<u>Non-Prevailing</u>	<u>Prevailing</u>
Allied Fire & Safety Equip. Neptune, NJ	Annual Fee for Inspections		\$5,400.00
	Hourly Rate Straight Time	\$95.00	\$115.00
	Hourly Rate Overtime	\$142.00	\$172.00
T&M Not to Exceed \$80,000	Markup on materials		15%
	Fire Alarm Monitoring (Annual)		\$3,315.00

<u>Secondary Award</u>		<u>Non-Prevailing</u>	<u>Prevailing</u>
Fire & Safety Technologies Lebanon, NJ	Annual Fee for Inspections		\$7,600.00
	Hourly Rate Straight Time		\$90.00
	Hourly Rate Overtime		\$135.00
T&M Not to Exceed \$80,000	Markup on materials		15%
	Fire Alarm Monitoring (Annual)		\$3,600.00

**That the Bids for Fire Alarm Maintenance and Monitoring, Bid No. 2016-04 Time and Materials, opened on May 17, 2016 be rejected as per the following:**

Vendor **All detail attached.**  
City Fire Equipment Co.  
East Hanover, NJ

Fire Control Electrical Systems  
Stirling, NJ  
**Non-responsive to the bid specifications.**

**1.11 Approve Increase in Not-to-Exceed Amount** – That the Board of Education approve an increase in the expenditure not-to-exceed amount for EMAP Systems, Inc., of Marlboro, NJ as awarded on April 25, 2016 for Payroll and Staff Attendance Processing Services to \$48,544.00 for the 2015 – 2016 school year due to the need for additional customization work.

**1.12 Approve Settlement Agreement and General Release** – That the Board of Education approve the attached settlement agreement and general release re: S.B. and R.B. o/b/o of C.B.

**1.13 Approve Transportation Contract Agreement** – That the Board of Education approve the attached Transportation Contract Agreement between the South Brunswick Board of Education and the Edison Township Board of Education for N.S. from March 10, 2016 through June 30, 2016.

**1.14 Approve Student Field Trip Destinations** – That the Board of Education approve the student field trip destinations as per the attached:

A. 2015 – 2016 School Year

B. 2016 – 2017 School Year

**1.15 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.

**1.16 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 Resignation** – That the Board of Education accept the following resignation:

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Kathleen Guelph	Teacher	Cambridge	06/30/16	04/29/16

**2.2 Approve Change in Leave** – That the Board of Education approve the following change in leave:

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave	Previously Approved
Michelle King	Paraprofessional	Constable	06/15/16 thru 06/21/16	05/25/16 thru 06/12/16	Unpaid FMLA	04/25/16

**2.3 Rescind Leave of Absence** – That the following leave of absence be rescinded:

Name	Assignment	Location	Period of Leave	Type of Leave	Previously Approved
Kimberly Walker	Teacher	Cambridge	05/23/16, 05/30/16	Unpaid Intermittent FMLA	05/09/16

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

Name	Assignment	Location	Effective Date
Samantha Olcott	Replacement Fourth Grade Teacher	Greenbrook	09/01/16 thru 06/30/17
Krista Ruane	Replacement Kindergarten	Constable	09/01/16 thru 06/30/17
Amanda Detherage	Replacement Fourth Grade Teacher	Constable	09/01/16 thru 06/30/17

**2.5 Approve Appointment for Replacement to Tenure Track** – That the Board of Education approve the following appointment for Replacement to a Tenure Track Position:

Name	Assignment	Location	Effective Date
Stephanie Greco	Mathematics Teacher	SBHS	09/01/16

**2.6 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
Clyde Dunbar	Maintenance Mechanic	Transportation	\$45,239.00 (Step 5)	\$45,739.00 (Step 5)	Addition of Stipend	12/01/15

**2.7 Approve Extracurricular** – SBHS – That the Board of Education approve the following extracurricular at SBHS for the 2016 – 2017 school year:

Name	Position	Stipend
Annette Galaro	.33 School Store Manager	\$694.33 (Shared Stipend)
Karen Hunte	.34 School Store Manager	\$694.34 (Shared Stipend)
Devyn Klich	.33 School Store Manager	\$694.33 (Shared Stipend)
Kimberly Vibronek	Head Coach - Field Hockey	\$7,924.00

**2.8 Approve Community Education Summer Staff** – That the Board of Education approve the attached list of Community Education Summer Staff for 2016 Day Camps, Enrichment Camps and Sports Camps.