

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

**A. APPROVAL - CONSENT AGENDA – January 25, 2016**

(Due to cancellation of meeting, all items were approved retroactively on Feb. 8, 2016)

**1 BUSINESS/BOARD**

Administration recommends that the following items be approved:

**1.1 Approval of Expenditures** - That the warrant list dated January 25, 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>January 25, 2016</b>	<b>A. \$4,629,436.17</b>
		<b>B. \$2.67</b>
		<b>C. \$7.86</b>
		<b>D. \$2.10</b>
		<b>E. \$11.16</b>
		<b>F. \$9.92</b>
		<b>G. \$4.27</b>
		<b>H. \$13.81</b>
		<b>I. \$9.97</b>
<b>Payroll</b>	<b>December 15, 2015</b>	<b>\$3,739,473.38</b>
	<b>December 30, 2015</b>	<b><u>\$3,734,728.98</u></b>
<b>Total approved for payment</b>		<b><u>\$12,103,700.29</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 December 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 December 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:

Statement as of December 31, 2015

\$22,991,025.47

**1.5 Record, Award & Reject RFP -**

**A. That the RFP No. 15-05, Community Education Summer Enrichment and Parent Academy, opened on December 10, 2015 be recorded as per the following:**

<u>Vendor</u>	<u>Description</u>	<u>Total Price</u>
AlphaBEST Education Lewisville, NC	Summer Stem Related Enrichment 2 week 1 week	\$290.00 \$145.00
Bricks 4 Kidz of South Bruns./ Hillsborough, Mon. Jct., NJ	Summer Stem Related Enrichment Grades K-5 Grades 6-8	\$240.00 \$280.00
Fun 2 Learn Academy Dba Engineering for Kids Mon. Jct., NJ	Summer Stem Related Enrichment 10 Day/Session	\$330.00
IncreduFlix Costa Mesa, CA	Summer Non-Stem Related	\$280.00
Mad Science of West, NJ Pennington, NJ	Sumer Stem Related Enrichment	\$304.00

**That the RFP No. 15-05, Community Education Summer Enrichment and Parent Academy, opened on December 10, 2015 be awarded as per the following:**

<u>Vendor</u>	<u>Description</u>	<u>Total Price</u>
AlphaBEST Education Lewisville, NC	Summer Stem Related Enrichment 2 week 1 week	\$290.00 \$145.00
Bricks 4 Kidz of South Bruns./ Hillsborough, Mon. Jct., NJ	Summer Stem Related Enrichment Grades K-5 Grades 6-8	\$240.00 \$280.00
IncreduFlix Costa Mesa, CA	Summer Non-Stem Related	\$280.00
Mad Science of West, NJ	Sumer Stem Related Enrichment	\$304.00

Pennington, NJ

**B. That the RFP No. 15-05, Community Education Summer Enrichment and Parent Academy, opened on December 10, 2015 be rejected as per the following:**

<u>Vendor</u>	<u>Description</u>	<u>Total Price</u>
Fun 2 Learn Academy Dba Engineering for Kids Mon. Jct., NJ	Summer Stem Related Enrichment 10 Day/Session	\$330.00

**1.6 Approve Transportation Jointures – That the Board of Education approve the following Transportation Jointures for the 2015 – 2016 school year:**

A. Host District -	Monmouth Regional
Joiner District -	South Brunswick
Host District Rt. Number -	025
Destination -	Monmouth Regional
Number of Host Students -	1
Number of Joiner Students -	1
<b>Joiner Cost -</b>	<b>\$2,950.00</b>

B. Host District -	South Brunswick
Joiner District -	Franklin Township
Host District Rt. Number -	NDHS
Destination -	Notre Dame High School
Number of Host Students -	19
Number of Joiner Students -	13
<b>Joiner Cost -</b>	<b>\$11,492.00</b>

**1.7 Record & Award Bids – That the Bids for Transportation – School Related Trips, Bid No. 2015 – 16, opened on January 20, 2016 be recorded as per the following:**

<u>Vendor</u>	<u>No. of Trips</u>	<u>Total Price</u>
Suburban Trails, Inc. New Brunswick, NJ	5	\$35,002.00

That the Bids for Transportation – School Related Trips, Bid No. 2015 – 16, opened on January 20, 2016 be awarded as per the following:

<u>Vendor</u>	<u>No. of Trips</u>	<u>Total Price</u>
Suburban Trails, Inc. New Brunswick, NJ	5	\$35,002.00

**1.8 Approve 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., Round Rock, TX for Summer Institute.

**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>
150	High School	Dell Chromebook 11	1018934440547	\$370.04	\$55,504.50
4	High School	Datamation Systems Cart for 32 Tablets	1018934440847	\$1,203.99	\$4,815.96
2	High School	DS-NETVAULT-M-2 Compact Security Cart	1018934440847	\$997.59	\$1,995.18
150	High School	Google Chrome OS Management Con. Lis.	1018934440547	\$28.00	<u>\$4,200.00</u>
<b>Total</b>				<b><u>\$66,515.64</u></b>	

**1.9 Authorize Disposal of Property** – That the Board of Education authorize the following disposal of the following property:

- A. Be it resolved that the Board of Education has identified the following piece of equipment as no longer usable by the South Brunswick Board of Education and will be offered for disposal by public sale.

<u>VIN</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Odometer</u>
1HVBBAAN5YH355031	2001	Carpenter	54 Passenger School Bus	157,485

- B. Be it resolved that the Board of Education has identified the following equipment as no longer usable by the South Brunswick Board of Education and will be offered for disposal by public sale.

**Printing Equipment**

- 6 station Press – S.B.O.E.  
Barcode # 3451
- 6 Station Press – S.B.O.E.  
Barcode # 3453
- 8 station Press – S.B.O.E.  
Barcode # 3454
- Vastex Econo Red 54  
Dryer  
Model #EC -54-TP Serial # VTX-000957-03
- K20S 16x20 Digital  
Swinger  
Model # K20S Serial # 9274
- K20S 16x20 Digital  
Swinger  
Model # K20S Serial # 9278
- Portable Dryer  
Model # MSC 1820 Serial # 1178
- Vastex Portable Dryer E-  
Flash 120  
Model # E-18-120

Photosharp Point Light      Serial # PS  
 Screen Exposure Systems      0238  
 Print Screen Wash Tank  
 (2) 7' Screen Print Racks  
 (1) 3.5' Screen Print Rack  
 (2) Metal Print Racks  
 Ekmar Exhaustex 2000 w/  
 Integrated Charcoal Filter

**Industrial Equipment**

Make	Type	Model #	Serial #
Powermatic	Lathe	90	67-5468
Powermatic	Lathe	90	67-5467
Powermatic	Lathe	90	**
Powermatic	Tilting Arbor Saw	66	67-3683
Powermatic	6" Jointer	50	67-6450
Powermatic	Scroll Saw	95	67-3076
Powermatic	Scroll Saw	95	295346
Powermatic	Drill Press	n/a	n/a
Rockwell	Scroll Saw	n/a	83116522
Rockwell	Drill Press	17-600	1346052
Rockwell	Large Planer	22-500	63 06579 14
	Belt Sander	n/a	n/a

**1.10 Approve Submission of Amendment Application -**

A. That the Board of Education approve the submission of an amendment to the IDEA Basic and IDEA Preschool Handicap FY 16 for the FY 15 carryover funds which are now combined with the FY 16 application.

IDEA Basic FY 15 Carryover	\$ 222,955
IDEA Basic FY 16	\$ 1,871,253
IDEA Preschool Handicapped FY 15 Carryover	\$ 6,918
IDEA Preschool Handicapped FY 16	\$ 60,883

B. That the Board of Education approve the submission of an amendment application to the No Child Left Behind (NCLB) FY 16 for the FY 15 carryover funds which are now combined with the FY 16 application:

Title I	FY 15 Carryover	\$ 73,038
	FY 16	\$ 494,942

Title IIA	FY 15 Carryover	\$ 51,637
	FY 16	\$ 128,517
Title III	FY 15 Carryover	\$ 9,567
	FY 16	\$ 42,188

**1.11 Approve Acceptance of Funds** – That the Board of Education approve the following acceptance of funds –

A. from the New Jersey Department of Education for the 2015 – 2016 school year:

- Chapters 192/193 for Exam & Classification \$342

B. from the PMG New Jersey II, LI in the amount of \$500 for Cambridge school.

**1.12 Accept Donation and Approve Revised Budget** – That the Board of Education accept a donation from the South Brunswick School of Music in the amount of \$2,000. The donation will be used to offset the cost of the school song for Greenbrook School. This donation will increase Miscellaneous Revenue by \$2,000 and the General Fund Appropriations by \$2,000.

**1.13 Approve Petty Cash Account** – That the Board of Education approve a \$200 petty cash account for South Brunswick High School Community Based Instruction for the Life Skills classes. The funds will be deposited into the South Brunswick High School Student Activities Fund.

**1.14 Approve Proposal for Demographer** – That the Board of Education approve the attached proposal for Ross Haber and Associates to provide South Brunswick Township Public Schools with a demographic study. The cost for this study is \$5,000 inclusive of expenses. This was the lowest cost proposal submitted and falls below the districts bid threshold of \$40,000.

**1.15 Approve Professional Services for Financial Advisor for Energy Savings Improvement Plan (ESIP)** – That the Board of Education approve Phoenix Advisors, LLC, as the Financial Advisor for the ESIP. The cost for these services is \$12,500 inclusive of expenses. This is a professional service exempt from bidding and falls under the districts bid threshold of \$40,000.

**1.16 Approve Board Committees and Liaison Assignments** – That the Board of Education approve the 2016 Board Committees and Liaison Assignments.

- 1.17 Approve Revision to Settlement Agreement** – That the Board of Education approve a Revision to the Settlement Agreement in reference to M.M. and M.M. o/b/o I.M as per the attached.
- 1.18 Approve Services Agreement** – That the Board of Education approve the attached Services Agreement from the ARC of NJ – Project HIRE to provide community-based vocational services for a student in the 18-21 year-old program. These services are necessary supports for this student as he transitions to adulthood. The hourly rate for these services will be \$51.00 per hour and it is projected that these contracted services would not exceed the cost of \$2,550.
- 1.19 Approve 2016 – 2017 School Year Calendar** – That the Board of Education approve the attached 2016 – 2017 school year calendar.
- 1.20 Approve Student Field Trip Destinations** – That the Board of Education approve the student field trip destinations as per the attached for the 2015 – 2016 school year.
- 1.21 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.
- 1.22 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 resignations:

For the purpose of retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Patricia Abitabilo	Assistant Principal	SBHS	06/30/16	01/04/16
Twila O'Connell	Teacher	SBHS	06/30/16	01/15/16
Bebe Socienski	Nurse/Secretary	SBHS	06/30/16	01/12/16

**2.2 Approve Change in Resignation Date** – That the Board of Education approve the following change in resignation date:

Name	Assignment	Location	Effective – From	Effective - To	Previously Approved
Julie Benoff	Teacher	Brunswick Acres	02/08/16	01/25/16	12/14/15

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

A. Leave of Absence

Name	Assignment	Location	Period of Leave	Type of Leave
Barbara Nogueras	Teacher	Indian Fields	01/06/16	Intermittent FMLA



B. Change in Leave

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave
Kimberly Martin-Jones	Teacher	Deans	01/20/16 thru 04/15/16	02/18/16 thru 05/20/16	Unpaid Family Leave (FMLA)

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

A. Non-Certificated

Name	Assignment	Location	Rate/Step	Reason for Vacancy	Effective Date
Deborah Moriarty	Paraprofessional	Constable	\$2,156.70 (\$11.85, Step 3)	Vacant Budgeted Position	01/19/16
Amanda Schollenberger	Paraprofessional	Monmouth Junction	\$1,763.30 (\$11.45, Step 1)	Vacant Budgeted Position	01/04/16
Donna Vannatta	Paraprofessional	Brooks Crossing	\$2,405.55 (\$11.85, Step 3)	Vacant Budgeted Position	01/04/16

B. Extra-Curricular – SBHS

Name	Position	Stipend	Effective Date
Jessica Courtney	Volunteer Athletic Aide - Dance	\$0.00	2015-2016
Stefanie Greco	Volunteer Athletic Aide - Winter Track	\$0.00	2015-2016
Casey Holstein	Assistant Coach - Dance Team	\$1,225.00	2015-2016
Monique Liguori	.5 Honor Society Advisor	\$803.76	01/22/16
Wilfredo Rivera	Volunteer Athletic Aide - Winter Track	\$0.00	2015-2016

C. Extra-Curricular - Crossroads

Name	Position	Stipend	Effective Date
Michael Bottino	Head Coach - Girls' Lacrosse	\$5,332.00	2015- 2016
Kimberly Vibronek	Head Coach - Softball	\$5,332.00	2015- 2016

**2.5 Approve Change in Stipend for Extracurricular** – That the Board of Education approve the following change in stipend for the following South Brunswick High School extracurricular:

Name	Position - From	Position - To	Stipend - From	Stipend - To	Effective Date
Nicole Sanyigo	Honor Society Advisor	.5 Honor Society Advisor	\$1,608.00	\$803.76	01/22/16

**2.6 Rescind Extracurricular** – That the following extracurricular for South Brunswick High School be rescinded:

Name	Position	Effective Date	Previously Approved
Devyn Klich	Assistant Coach - Girls' Lacrosse	01/25/16	06/15/15

**2.7 Approve Vouchered Employee** – That the Board of Education approve the following vouchered employee –

Name	Assignment	Location	Rate	Reason for Vacancy	Effective Date
Zachary Nieman	Teacher	SBHS	\$150.00 per diem	Vacant Budgeted Position	01/25/16

**2.8 Approve Appointment for Replacement to Tenure Track** – That the Board of Education approve the following appointment from a replacement position to a tenured track position:

Name	Assignment	Location	Effective Date
Christopher LeRoy	Social Studies Teacher	SBHS	01/22/16

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

Name	Assignment	Location - From	Location - To	Effective Date
Stephanie Cooper	School Psychologist	.6 Brooks Crossing / .4 Monmouth Junction	.5 Brooks Crossing / .5 Monmouth Junction	01/06/16
Kim Hans	School Social Worker	.5 Brooks Crossing / .5 Monmouth Junction	Brooks Crossing	01/06/16
Tasha Page	School Social Worker	.5 Brooks Crossing / .5 Monmouth Junction	Monmouth Junction	01/06/16

**2.10 Approve Change in F.T.E.** – That the Board of Education approve the following change in F.T.E.:

Name	F.T.E./Assignment - From	F.T.E./Assignment - To	Salary - From	Salary - To	Location
Katelyn Wagner	.5 Replacement Business Ed Teacher	Replacement Business Ed Teacher	\$27,250.00 (BA, Step 2)	\$54,500.00 (BA, Step 2)	SBHS

**2.11 Approve Change in Start Date** – That the Board of Education approve the following change in start date:

Name	Assignment	Location	Change - From	Change - To	Previously Approved
Alisia VanLierop	Fifth Grade Teacher	Greenbrook	01/04/16	01/19/16	12/14/16

**2.12 Approve Student Support Team** – That the Board of Education approve the following Student Support Team:

Name	Assignment	Location	Vouchered Stipend	Effective Date
Courtney DeSandre	Fixed Team Member	Cambridge	\$100.00	2014-2015
Michael Touhey	Fixed Team Member	Cambridge	\$100.00	2014-2015

**2.13 Approve Change in Assignment** – That the Board of Education approve the following change in assignments due to vacant budgeted positions:

Name	Assignment - From	Assignment - To	Location - From	Location - To	Salary - From	Salary - To	Effect. Date
Amel Ghobrial	Para-professional	French Teacher	Crossroads South	SBHS	\$19,338.33 (\$13.65/\$12.65, Steps 2iA/2i)	\$53,500.00 (BA, Step 1)	01/28/16
Melissa Marchitelli	Para-professional	Replacement Second Grade Teacher	Brunswick Acres	Brunswick Acres	\$4,651.70 (\$12.85, Step 3i)	\$53,500.00 (BA, Step 1)	01/22/16 thru 06/30/16
Bonnie Zimmermann	Dispatcher	Administrative Secretary II (Lead), Level IV, 12-month	Trans.	Trans.	\$31,580.00	\$43,722.00 (Step C)	01/04/16

**2.14 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
Brittany DiMonda	Para-professional	Transportation	\$9,331.88 (\$11.85, Step 3)	\$9,657.76 (\$11.85, Step 3)	Increase in Hours	01/04/16
Nicole Donato	Para-professional	Brunswick Acres	\$5,798.79 (\$11.65, Step 2)	\$4,068.77 (\$11.65, Step 2)	Decrease in Hours	01/27/16
Henry Dudek	Bus Driver	Transportation	\$28,248.78 (\$24.72, Step 12L*)	\$32,327.58 (\$24.72, Step 12L*)	Increase in Hours	01/04/16

Julianne Erdi	Para-professional	Monmouth Junction	\$4,663.01 (\$11.45, Step 1)	\$3,787.09 (\$11.45, Step 1)	Decrease in Hours	01/26/16
Tyler Firestine	Para-professional	Brooks Crossing	\$7,771.69 (\$11.45, Step 1)	\$7,170.57 (\$11.45, Step 1)	Decrease in Hours	01/29/16
Sharon Kohutanycz	Para-professional	Deans	\$4,803.74 (\$13.27, Step 5i)	\$6,356.33 (\$13.27, Step 5i)	Increase in Hours	01/04/16
Zareen Shah	Paraprofessional	Greenbrook	\$13,825.76 (\$16.00, Step 12i)	\$11,052.27 (\$18.49, Step 12Li)	Decrease in Hours and Addition of Stipend	12/16/15
Taylor Turner	Bus Driver	Transportation	\$25,739.26 (\$18.62, Step 5*)	\$26,307.17 (\$18.62, Step 5*)	Increase in Hours	11/15/15

**2.15 Approve Community Education Change in Assignment** – That the Board of Education approve the following Community Education Change in Assignment due to program needs:

Name	Assignment - From	Assignment - To	Location - From	Location - To	Voucher Hourly - From	Voucher Hourly - To	Effective Date
Samantha Bartels	Substitute	High School Intern	District	Indian Fields	\$8.38	\$8.38	01/14/16
Deniciya Baveghems	Substitute	High School Intern	District	Brooks Crossing	\$8.38	\$8.38	01/11/16
Delxie Rivera	Substitute	High School Intern	District	Greenbrook	\$8.38	\$8.38	01/06/16