

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS
Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – March 20, 2017

1 BUSINESS/BOARD

Administration recommends that the following items be approved:

1.1 Approval of Expenditures - That the warrant list dated March 20, 2017 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 2016 – 2017 fiscal year (N.J.A.C. 6:20-2.13).

Warrants dated:	March 20, 2017	\$2,900,203.80
Payroll	February 15, 2017	\$3,828,249.91
	February 28, 2017	<u>\$3,994,428.41</u>
Total for approved for payment		<u>\$10,672,882.12</u>

1.2 Approve Transfers - That the transfers of budget appropriations between expenditure codes of the 2016 – 2017 Budget, as specified on the attached sheets, be hereby authorized.

January 2017

1.3 Approve the Report of the Board Secretary – That the attached Reports of the Board Secretary be approved:

Board Secretary's Report for January 2017

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 January 31, 2017	\$35,891,604.78
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1.5 Approve Acceptance of Funds – That the Board of Education accept the following funds from the Education Foundation of South Brunswick for the 2016 – 2017 school year:

- \$1,0000 The Joanne Kerekes Arts Grant

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1.6 Approve Transportation Jointure – That the Board of Education approve the following Transportation Jointure:

Host District	South Brunswick
Joiner District	Edison
Host District Route #	7250/T123 - SBHSGD
Destination	South Brunswick High School
Number of Host Students:	0
Number of Joiner Students:	2
Joiner Cost:	\$24,666.64

1.7 Approve Transportation Renewals – That the Board of Education approve the following Transportation renewals for the 2017 – 2018 school year:

<u>BUS COMPANY</u>	<u>MULTI- CONTRACT</u>	<u>BID</u>	<u>RENEWAL</u>	<u>TOTAL COST</u>
Durham School Services	2015-01	2015-09	02	\$48,930.84
Irvin Raphael Inc.	RA99	99-15	18	\$198,511.44
	RA00	01-18T	17	\$37,933.05
	RA01	01-10	16	\$39,069.73
	RA02	02-12	15	\$38,807.17
	RA08	08-16	09	\$206,345.02
	RA10	2010-08	07	\$62,998.94
	RA11	11-02	06	\$42,797.52
	IR11	11-15	06	\$41,253.54
	ET1	2012-14	06	\$34,810.94
	DE24	17-17	10	\$31,494.81
	2015-02	0215-09	02	\$40,340.91
	HS60	2015-02	02	\$36,312.80
	IR1603P	2016-03	01	<u>\$375,376.74</u>
			TOTAL	
First Student	FS13-09	2013-09	04	\$53,385.06
	FS1603P	2016-03	01	\$148,393.24
	FS16-09	2016-09	01	\$40,119.96
	FS06	16-16	11	\$1,388,701.44
	LL04	04-08	12	\$64,986.72
	XN15	07-17	09	<u>\$24,797.19</u>
		TOTAL		\$1,720,383.61

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1.8 Adopt the Tentative 2017 - 2018 School Budget -

BE IT RESOLVED that the South Brunswick Board of Education approve a tentative FY 2017 - 2018 school district budget for submission to the county office as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$134,293,525	\$105,761,383
Special Revenue Fund	\$2,710,595	-0-
Debt Service Fund	\$8,437,275	\$7,112,853
Total Base Budget	<u>\$145,441,395</u>	<u>\$112,874,236</u>

WHEREAS, N.J.S.A 18A-7F-39 permits a school district to exceed the tax levy cap in the current year by permitting the use banked cap; and whereby N.J.A.C. 6A:23A-10.3(b) allows for the use of banked cap only after all other automatic adjustments are first considered,

THEREFORE BE IT RESOLVED that the South Brunswick Board of Education, after considering all 2017- 2018 cap adjustments prior to requesting the use of banked cap, has determined the need for \$644,657 in unused spending authority to fund new textbooks, infrastructural technology needs for both security and communication purposes to be included in the base budget and that said need must be completed by the end of the budget year (June 30, 2018) and cannot be deferred or incrementally completed over a longer period of time.

BE IT FURTHER RESOLVED whereas, School District Travel Policy 6471 and NJAC 6A:23B-1.2 (b) provides that the Board of Education shall establish in the annual school budget a maximum for 2017 - 2018 school year.

NOW THEREFORE BE IT RESOLVED, that the South Brunswick Board of Education hereby establishes the school district travel maximum for the 2017 - 2018 school year at the sum of \$150,000.

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the South Brunswick Board of Education authorizes the Business Administrator/Board Secretary to submit a tentative budget not later than March 20, 2017 for the purpose of county superintendent review. This budget may be changed up and until final adoption at the public hearing tentatively scheduled for April 24, 2017.

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1.9 Record and Award Bids – That the Bids for Asbestos Abatement and Boiler Demolition, Bid No. 2016-18, opened on March 17, be recorded as per the following:

Record Receipt of Bids	Items Bid - Brief Description	Unit Price	Total Price
	or see attached as noted.		
Amax Contracting, LLC.	Monmouth Jct./Greenbrook		\$88,000.00
Woodland Park, NJ	Crossroad South		\$60,000.00
	Constable (with asbestos)		\$54,000.00
	Constable (non-asbestos demolition)		\$32,000.00
B&G Restoration, Inc.	Monmouth Jct./Greenbrook		\$135,000.00
Lincoln Park, NJ	Crossroad South		\$108,000.00
	Constable (with asbestos)		\$148,000.00
	Constable (non-asbestos demolition)		\$144,000.00
Greenwood Abatement Inc.	Monmouth Jct./Greenbrook		\$158,259.00
Butler, NJ	Crossroad South		\$168,000.00
	Constable (with asbestos)		\$88,759.00
	Constable (non-asbestos demolition)		\$39,000.00
Lilich Corporation	Monmouth Jct./Greenbrook		\$42,000.00
Woodland Park, NJ	Crossroad South		\$43,000.00
	Constable (with asbestos)		\$42,000.00
	Constable (non-asbestos demolition)		\$33,000.00
Plymouth Environmental Co.	Monmouth Jct./Greenbrook		\$195,000.00
Norristown, PA	Crossroad South		\$285,000.00
	Constable (with asbestos)		\$195,000.00
	Constable (non-asbestos demolition)		\$175,000.00
Unicorn Contracting Corp.	Monmouth Jct./Greenbrook		\$32,300.00
Woodland Park, NJ	Crossroad South		\$31,200.00
	Constable (with asbestos)		\$34,600.00
	Constable (non-asbestos demolition)		\$30,900.00

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That the Bids for Asbestos Abatement and Boiler Demolition, Bid No. 2016-18, opened on March 17, be awarded as per the following:

Award Bid	Award - Brief Description	Unit Price	Total Price
	or see attached as noted.		
Unicorn Contracting Corp.	Monmouth Jct./Greenbrook		\$32,300.00
Woodland Park, NJ	Crossroad South		\$31,200.00
	Constable (with asbestos)		\$34,600.00
	Constable (non-asbestos demolition)		\$30,900.00
**The Constable Portion of the Project will be completed Spring 2018.			

Company(s) do not appear on the New Jersey Debarment Website

1.10 Record and Award Bids for Public Sale – That the Bids for Public Sale for Vehicles, Buses, Tractor, Mower and Trailer be recorded as per the following:

Record Receipt of Bids	No. of Items	Total Price
Chris Grzybowski, Monmouth Junction, NJ	3	\$687.00
Circle Automotive, Monmouth Junction, NJ	7	\$8,850.00
Devino Trucks & Parts, Newark, NJ	5	\$4,430.00
J. Costa, Kendall Park, NJ	1	\$160.00
Jersey One Auto Sales, Jersey City, NJ	8	\$3,302.00
Liberty Motors, Jersey City, NJ	8	\$5,410.92
Marczaks Inc., Metuchen, NJ	6	\$3,279.00

That the Bids for Public Sale for Vehicles, Buses, Tractor, Mower and Trailer be awarded as per the following:

Award Bid	No. of Items	Total Price
Circle Automotive, Monmouth Junction, NJ	2	\$6,800.00
Devino Trucks & Parts, Newark, NJ	1	\$333.00
Jersey One Auto Sales, Jersey City, NJ	1	\$1,058.00
Liberty Motors, Jersey City, NJ	3	\$2,667.97

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Marczaks Inc., Metuchen, NJ	1	\$451.00
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1.11 Approve Student Field Trip Destinations – That the Board of Education approve the student field trip destinations as per the attached for the 2016 – 2017 school year.

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.

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

2.1 Accept Resignations - That the Board of Education accept the following resignations for the purpose of retirement on the dates indicated:

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Patricia Kish	Bus Driver	Transportation	06/30/17	03/02/17
Jacquelyn Pang	Teacher	Dayton	06/01/17	03/07/17
Lori Woods	Teacher	Greenbrook	07/01/17	03/07/17
Stacey Nied	School Psychologist	Brooks Crossing	03/31/17	03/17/17

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

Name	Assignment	Location	Period of Leave	Type of Leave
Henry Burnett	Custodian	Maintenance	03/10/17, 3/13/17, 03/14/17, 03/15/17	Unpaid Intermittent FMLA
Mary Ellen Gogolin	Paraprofessional	Crossroads North	03/06/17 thru 03/17/17	Unpaid FMLA
Barbara Noguerras	Teacher	Indian Fields	03/09/17	Unpaid Intermittent FMLA
Nancy Phillips	Teacher	Crossroads South	04/07/17	Unpaid Intermittent FMLA
Katherine Stanek	Music Teacher	Brunswick Acres/Cambridge/ Indian Fields	06/27/17 thru 06/30/17	Unpaid Family Leave (FMLA)

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

Name	Assignment	Location	Period of Leave	Type of Leave	Previously Approved
Barbara Noguerras	Teacher	Indian Fields	02/09/17	Unpaid Intermittent FMLA	01/23/17

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

A. - Certificated

Name	Assignment	Location	Salary	Reason for Vacancy	Effective Date
Chelsea Slusarczyk	School Social Worker	Crossroads South	\$58,190.00 (MA, Step 2)	Vacant Budgeted Position	03/16/17

B. - Extra-Curricular – SBHS

Name	Position	Stipend	Effective Date
Douglas Hunt	Unified Track and Field Coach	\$1,000.00 (Unified Grant Funded)	2016-2017
Stacey Kodack	Unified Track and Field Advisor	\$1,000.00 (Unified Grant Funded)	2016-2017

C. – Extra-Curricular – Crossroads

Name	Position	Stipend	Effective Date
Chaille Godinez	Volunteer Athletic Aide - Softball	\$0.00	2016-2017

2.5 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
Charles Riccio	Bus Driver	Transportation	\$22,898.92 (\$19.51, Step 3*s)	\$22,446.26 (\$19.51, Step 3*s)	Change in Start Date	09/13/17

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2.6 Accept Community Education Resignation – That the Board of Education accept the following Community Education high school resignations:

Name	Assignment	Location	Effective Date	Date of Resignation Letter	Previously Approved
Alexa Comeau	High School Intern	Monmouth Junction	03/03/17	03/01/17	10/24/2016
Carey Liu	High School Intern	Greenbrook	3/30/2017	3/16/2017	8/29/2016