

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS
P. O. Box 181
Monmouth Junction, New Jersey

Minutes of the Board Meeting of March 20, 2017

The South Brunswick Township Board of Education met on Monday, March 20, 2017 in the Auditorium at Crossroads North School. The meeting was chaired by President Mr. Harry J. Delgado

MEMBERS PRESENT: Mr. Harry J. Delgado, Mr. Martin Abschutz, Mrs. Azra Baig,
Mr. Barry Nathanson, Mr. Deven M. Patel, Mr. Patrick Del Piano,
Mr. Arthur Robinson and Mr. Pete St. Vincent

MEMBERS ABSENT: Dr. Stephen F. Parker

CALLED TO ORDER AND SALUTE FLAG – Mr. Delgado called the meeting to order at 7:05 pm and asked the audience to stand for the pledge of allegiance.

STATEMENT OF ADVANCE NOTICE – Mr. Delgado read a statement in compliance with the Open Public Meetings Act.

APPROVAL OF AGENDA – There was a motion by Mr. Abschutz, seconded by Mrs. Baig to approve the agenda of March 20, 2017:

Yes: Mr. Harry J. Delgado, Mr. Martin Abschutz, Mrs. Azra Baig ,
Mr. Barry Nathanson, Mr. Deven M. Patel, Mr. Patrick Del Piano,
Mr. Arthur Robinson and Mr. Pete St. Vincent

No: None

Abstentions: None

APPROVAL OF MINUTES – There was a motion by Mr. Robinson, seconded by Mr. St. Vincent to approve the Board Minutes of February 21, 2017:

Yes: Mr. Harry J. Delgado, Mr. Martin Abschutz, Mrs. Azra Baig ,
Mr. Barry Nathanson, Mr. Deven M. Patel, Mr. Patrick Del Piano,
Mr. Arthur Robinson and Mr. Pete St. Vincent

Yes:

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No: None

Abstentions: None

REPORT OF THE STUDENT REPRESENTATIVE – Sara Rubiano

Performing Arts:

- The Color Guard has qualified to perform at nationals and will be preparing for the competition. We wish them the best of luck as they move forward.

Athletics:

- All spring sports are underway having their scrimmages and forming their teams.
- Winter Sports are finalizing their banquets and wrapping up all loose ends of the season.

Activities:

- The Junior State of America went to Princeton University this past Saturday to attend the New Jersey Region: Spring One Day Debate Event. In spite of the cold weather, students had a successful day of debating and learning.
- Senior Prom packets will be available first thing next week. The theme this year is: "A Hollywood Evening." Prom tickets are \$120 and will be held at the Hilton in East Brunswick.
- Amnesty International will be hosting a "Hope for Humanity" day on March 22nd. All students are encouraged to wear blue to show their support for refugees.
- The SBEARTH club will be partnering with the school library to put on a display made of water bottles throughout the next few weeks in the library.
- The most awaited student council event of the year, Mr. SBHS, will take place this Friday - March 24th at 7:00 p.m. Tickets will be sold through a student or class council members and at the door for \$10.

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- Temptasian was put on by the Asian Cultural Club this past Saturday; it was a huge success - with the auditorium packed to its fullest capacity.

Guidance:

- The College Fair will take place on April 15th at 6:00 P.M in the high school. All are encouraged to attend.

REPORT OF THE INTERIM SUPERINTENDENT – Dr. Gary P. McCartney

- PARCC testing begins March 27 for grades 8th – 11th. The spring testing schedule is available on the district website.
- Tuesday, March 21, 2017 is an early release day for Professional Development for staff.

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- The FBLA Club recently attended the State Leadership Conference and 7 students recognized will be attending the National Event in Anaheim, California. Congratulations to the students and advisor Karen Hunte.
- The District Music Festival, rescheduled due to inclement weather, will be held this Wednesday, March 22, 2017 at South Brunswick High School. Students from grades 5th – 12th will perform individually and as a group.
- The District 13th Annual Art Gallery will be held on Thursday, March 23, 2017 at South Brunswick High School. The art teachers that evening will be selecting the “Best of the Best” artwork to be included in the 2017 – 2018 school calendar.
- School calendar update – schools will be in session on Tuesday, May 30th, Friday, May 26th and Monday, April 17th to make up for recent inclement weather days.

PRESENTATION – 2017 – 2018 Preliminary Budget

Mr. Abschutz, Budget Chair, discussed the District mission, reviewed the budget calendar, and announced there will be an additional budget meeting prior to the final adoption. Mr. Abschutz also discussed the budget challenges, which include the 2% Tax Levy Cap, State Aid remained flat, an increase in health benefits, and an increase in contractual obligations.

Mr. Thompson discussed the differences between the 2016 – 2017 and 2017 – 2018 revenues. He also compared the 2017 – 2018 budget with the local tax levy.

Dr. McCartney continued the discussion of increased expenditures for salaries and health benefits. The revenues don't increase enough to offset the increase in expenditures. He stated there is an inverse relationship between salaries and the number of staff. Unfortunately, in order to reduce costs positions will need to be eliminated; this will be achieved through attrition where possible.

Dr. McCartney further announced that the programs and opportunities for over 8,000 students will be protected in next year's budget.

Board Members commented on the presentation.

Mr. Delgado thanked Dr. McCartney, Mr. Abschutz, Mr. Thompson and the Budget Committee for their work.

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FIRST READING – Mandated Policy #5756 Transgender Students

Mrs. Baig reviewed Mandated Policy #5756 – Transgender Students and asked Board Members to send their comments before the final reading and adoption. The policy will also be posted on the District’s website.

Mr. Abschutz commented on some of the language in the policy and asked to consider shortening it for more clarification.

PUBLIC COMMENTS – South Brunswick High School senior raised his concerns on discipline procedures at the high school.

APPROVE ACTION ITEMS – There was a motion by Mr. Abschutz, seconded by Mr. Del Piano to approve the Action Items for 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:

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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**

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:

- \$1,000 The Joanne Kerekes Arts Grant

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

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	IR1603P	2016-03	01	<u>\$375,376.74</u>
			TOTAL	\$1,186,052.61
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

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	<u>\$8,437,275</u>	<u>\$7,112,853</u>
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.

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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.

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

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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

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

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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
Marczaks Inc., Metuchen, NJ	1	\$451.00

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

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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 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

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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)

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

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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

Yes: Mr. Harry J. Delgado, Mr. Martin Abschutz, Mrs. Azra Baig ,
Mr. Barry Nathanson, Mr. Deven M. Patel, Mr. Patrick Del Piano,
Mr. Arthur Robinson and Mr. Pete St. Vincent

No: None

Abstentions: Mr. Abschutz, Item A. 1.5

PUBLIC COMMENTS – None

BOARD COMMENTS /COMMUNICATIONS –

Mrs.Baig reminded the community about the South Brunswick Women’s Commission conference on Saturday, March 25, 2017 at South Brunswick High School for students grades 8th through 12th beginning at 9:00 am. Board members are invited to attend.

Mr. Delgado announced Dr. Parker is Haiti to address issues on health. He thanked Dr. Parker and wished him well in his travels.

Mr. Nathanson announced Mayor Gambates is back in the hospital and wished him well.

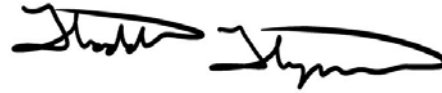
Mr. Delgado commented thoughts and prayers are with his family.

Mr. Abschutz announced he abstained from A. 1.5, as President of the Education Foundation of South Brunswick Township, Inc. due to the donation by the Foundation for the Joanne Kerekes Art Grant. Mr. Abshutz commented he was pleased to offer the grant.

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MOTION TO ADJOURN - There was a motion by Mr. St. Vincent, seconded by Mrs. Baig to adjourn the meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Thaddeus Thompson', written in a cursive style.

Thaddeus Thompson
Business Administrator/Board Secretary