

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

Minutes of the Board Meeting of November 6, 2017

The South Brunswick Township Board of Education met on Monday, November 6, 2017 in the Auditorium at Crossroads North School. The meeting was chaired by President Mr. Harry J. Delgado:

MEMBERS PRESENT: Mr. Harry J. Delgado, Dr. Stephen Parker,
Mr. Patrick Del Piano, Mr. Barry Nathanson, Mr. Deven Patel,
Mr. Arthur Robinson and Mr. Peter St. Vincent

MEMBERS ABSENT: Mr. Martin Abschutz & Mrs. Azra Baig

CALLED TO ORDER AND SALUTE FLAG – Mr. Delgado called the meeting to order at 7:00 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. Patel, seconded by Mr. St. Vincent to approve the agenda of November 6, 2017:

Yes: Mr. Harry J. Delgado, Dr. Stephen Parker, Mr. Patrick Del Piano,
Mr. Barry Nathanson, Mr. Deven Patel, Mr. Arthur Robinson and
Mr. Peter St. Vincent

No: None

Abstentions: None

APPROVAL OF MINUTES – There was a motion by Mr. Patel, seconded by Mr. Nathanson to approve the minutes of Executive Minutes of October 9, 2017 and Board Minutes of October 23, 2017:

Yes: Mr. Harry Delgado, Dr. Stephen Parker, Mr. Patrick Del Piano,
Mr. Barry Nathanson, Mr. Deven Patel, Mr. Arthur Robinson and
Mr. Peter St. Vincent

No: None

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Abstentions: None

STUDENT REPRESENTATIVE REPORT -- Sara Rubiano

Performing Arts

- The Marching Band will be going to Metlife Stadium on November 11th for Nationals.
- The Marching Band will also be hosting an 8th grade band night this upcoming Friday at the football game.

Activities

- The Junior State of America will be traveling to the Renaissance Woodbridge Hotel on November 18th to November 19th for their fall conference.
- The Future Educators Association will be sending representatives to the New Jersey Educators Association Conference in Atlantic City.
- The Junior Class Council is selling pies from Griggstown Farms for the holidays.

Athletics

- The football team defeated Monroe 40-8 last Friday. It was a spirited night with students wearing red, white and blue. Items were also collected that night for the troops. The next football game is scheduled this Friday at 7:00 pm against Hillsborough.
- This past weekend the Lady Vikings finished 2nd in the Cross Country NJSIAA Central Jersey Group 4 Championships. Rebecca Hartman led the Viking with a 3rd place finish in 16:14.

Happenings at the Library

- The SBHS Library's Viking Challenge Tea on Friday, November 3rd was the largest event to-date with over 750 students served.

SUPERINTENDENT'S REPORT -- Mr. Scott Feder

- Parent/Teacher Conferences began today and continue Tuesday and Wednesday, schools will be closed on Thursday, November 9th and Friday, November 10th for NJEA. The final parent/teacher conference will be held on Monday, November 13th. Parent/teacher conference days will also be early release days.
- Tomorrow, Tuesday, November 7th is Election Day; the schools have five polling places, Indian Fields Main Campus, Constable School, Brunswick Acres School, Crossroads South Middle School and South Brunswick High School.

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- Congratulations to the football team on a great game on Friday. The team is 7-1. Congratulations to Coach Goerge.
- Next week is American Education Week. This was first celebrated in 1921.
- November 11th, is Veterans Day. Wednesday, November 8th is Jeans for Troops Day. Employees that donate \$5.00 for veterans may wear jeans on that day.
- An advertisement was placed in multiple locations for the position of Principal of Crossroads North Middle School. Mr. Feder announced it will be a tough position to fill.

Mr. Feder commented on VTN Making the Grade Production he participated in. He commended the students and staff for being extremely well-prepared and hopes to be invited back.

Mr. Feder congratulated Mr. Delgado on the marriage of his eldest daughter this past weekend.

PUBLIC COMMENTS --

Joyce Mehta, of Dayton, thanked everyone for their help though the election process. She thanked Mr. Feder for attending candidate night. She wished each candidate good luck.

Anil Patel, of Monmouth Junction, thanked the Board of Education for all of their work on behalf of the students. He encouraged everyone to come out and vote on the School Board Election on Tuesday, November 7th.

BOARD COMMITTEE REPORTS --

On behalf of Mrs. Baig, Mr. Delgado thanked everyone for participating in the South Brunswick Domestic Violence Awareness Walk held on Sunday, October 29th. The event was very successful; the collection items of personal hygiene were donated to women's shelters. Mr. Delgado thanked Mrs. Baig for her involvement in the event.

Mr. Delgado read a statement on the importance of voting in the School Board Election on Tuesday, November 7th.

APPROVE ACTION ITEMS – There was a motion by Mr. Nathanson, seconded by Mr. Patel to approve the Action Items for November 6, 2017:

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1 BUSINESS/BOARD

Upon the recommendation of the Superintendent of Schools that the Board of Education approve the following business items:

1.1 Approval of Expenditures -- upon the recommendation of the Superintendent of Schools that the Board of Education approve the warrant list dated November 6, 2017, as certified by the Business Administrator/Board Secretary. 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 2017 – 2018 fiscal year (N.J.A.C. 6:20-2.13).

Warrants dated:	November 6, 2017	\$2,082,305.27
Total for approved for payment		<u>\$2,082,305.27</u>

1.2 Establish School Safety Specialist -- upon recommendation of the Superintendent of Schools that the Board of Education establish Raphael Morales as the School Safety Specialist for the South Brunswick School District for the 2017 – 2018 school year.

1.3 Approve Authorization of Students to participate in the Seal of Biliteracy Program - upon the recommendation of the Superintendent of Schools that the Board of Education deems participation in the Seal of Biliteracy for the 2017 - 2018 school year to be educationally beneficial as it not only encourages students to pursue biliteracy and honors the skills our students attain, but it can also be evidence of the skills that are desirable to future employers and offices of college admissions.

1.4 Approve Transportation Jointure – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following Transportation Jointure for the 2017 – 2018 school year:

Host District	South Brunswick
Joiner District	Trenton
Host District Route #	Q103
Number of Host Students	0
Number of Joiner Students	1
Joiner Cost	\$3,029.40
Terms	07/01/17-08/18/17 (30 days)

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1.5 Approve Competitive Contracting Process for Transportation Consultant Services – upon recommendation of the Superintendent of Schools that the Board of Education authorize the School Business Administrator to use competitive contracting for specialized goods or services (namely consultant services) enumerated in section 45 of P.L. 1999, c. 440 (C.18A:18A-4.1) for the 2017 – 2018 school year. The use of this competitive contracting procedure requires Board of Education approval as per 18A:18A-4.3 in the following subject areas:

- Transportation Consultant Services

1.6 Record, Award & Reject Bids – upon recommendation of the Superintendent of Schools that the Board of Education approve the following:

A. **Bids for Public Sale – (4) International 54 Passenger School Buses – opened on October 27, 2017** be recorded as per the following:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Jersey One Auto Sales Jersey City, NJ	4	\$2,592.00

Bids for Public Sale – (4) International 54 Passenger School Buses – opened on October 27, 2017 be awarded as per the following:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Jersey One Auto Sales Jersey City, NJ	4	\$2,592.00

B. **Bids for Winter Athletics and School Related Trip Transportation, Bid No. 2017 – 10, opened on October 31, 2017** be recorded as per the following:

<u>Vendor</u>	<u>No. of Trips</u>	<u>Total Price</u>
American Dream Coaches Inc. Staten Island, NY	104 Cancellation Fee	\$156,690.00 \$0.00
Starr Transit Co., Inc. Trenton, NJ	10 Cancellation Fee (if cancelled within 24 hours)	\$20,140.00 \$200.00
Stout's Charter Service Trenton, NJ	12 Cancellation Fee (if cancelled within 24 hours)	\$28,880.00 \$250.00

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Suburban Trails Inc.	103	\$161,460.00
New Brunswick, NJ	(if cancelled day of trip)	\$200.00

Bids for Winter Athletics and School Related Trip Transportation, Bid No. 2017 – 10, opened on October 31, 2017 be awarded as per the following:

<u>Vendor</u>	<u>No. of Trips</u>	<u>Total Price</u>
Starr Transit Co., Inc.	1	\$1,700.00
Trenton, NJ	Cancellation Fee (if cancelled within 24 hours)	\$200.00
Stout’s Charter Service	2	\$5,250.00
Trenton, NJ	Cancellation Fee (if cancelled within 24 hours)	\$250.00
Suburban Trails Inc.	100	\$152,910.00
New Brunswick, NJ	(if cancelled day of trip)	\$200.00

C. Bids for Winter Athletics and School Related Trip Transportation, Bid No. 2017 – 10, opened on October 31, 2017 be rejected for non-responsive to the bid specifications for the submittal of a bid guarantee in the form of certified check, cashier’s check or bid bond:

<u>Vendor</u>	<u>No. of Trips</u>	<u>Total Price</u>
American Dream Coaches Inc.	104	\$156,690.00
Staten Island, NY	Cancellation Fee	\$0.00

1.7 Approve Rental/Lease Authorization – upon the recommendation of the Superintendent of Schools that the Board of Education authorize the School Business Administrator to seek competitive bids for the rental or lease of (10) 54 passenger school buses for the remainder of the 2017 – 2018 school year.

1.8 Approve Professional Services – upon the recommendation of the Superintendent of Schools that the Board of Education approve this request to approve the following agency and its anticipated projected rate for services for the 2017-2018 school year. These services are necessary and required for students that are eligible for special education and related services.

VENDOR	SERVICE	RATE	NOT TO EXCEED
FRA/TECH Connection	Assistive Technology/AAC Evaluations and Services	\$100/per hour \$450/per ½ day In-Service	\$5,000

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1.9 Approve Out of District Students – upon recommendation of the Superintendent of Schools that the Board of Education approve the special education students whose initials appear on the attached sheet be approved to be sent to the schools indicated for the 2017 – 2018 school year with tuition and transportation costs paid by the South Brunswick Township School District.

1.10 Approve Student Field Trip Destinations – upon the recommendation of the Superintendent of Schools that the Board of Education approve the student field trip destinations as per the attached for the 2017 – 2018 school year.

1.11 Approve Resolution for Travel and Related Expense Reimbursement – upon the recommendation of the Superintendent of Schools that the Board of Education approve the Travel and Related Expense Reimbursement for the staff listed on the attached sheet.

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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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.

113 Approve the South Brunswick School District Safety Plan – upon the recommendation of the Superintendent of Schools that the Board of Education approve the South Brunswick School District’s School Safety Plan for the 2017 – 2018 school year. A copy of the School District Safety Plan will be maintained in the Superintendent’s office.

2 PERSONNEL – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following personnel items:

2.1 Accept Resignations – upon the recommendation of the Superintendent of Schools that the Board of Education accept the following resignations:

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Darlene Dawson	Bus Driver	Transportation	11/03/17	10/20/17
Elsa Montoya	Bus Driver	Transportation	10/30/17	10/30/17

2.2 Approve Leaves of Absence – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following leaves of absence:

A. Leaves of Absence

Name	Assignment	Location	Period of Leave	Type of Leave
Elissa Kaplan	Teacher	Crossroads South	03/07/18 thru 06/01/18	Unpaid Family Leave (FMLA)

B. Change in Leaves of Absence

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave	Previously Approved
Ishneet Bhalla	Teacher	Crossroads North	11/15/17 thru 02/09/18	12/01/17 thru 03/02/18	Unpaid Family Leave (FMLA)	06/19/17

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Ishneet Bhalla	Teacher	Crossroads North	02/12/18 thru 06/30/18	03/05/18 thru 06/30/18	Unpaid Child-Rearing Leave	06/19/17
Megan Champion	Teacher	Crossroads North	11/06/17 thru 02/02/18	12/01/17 thru 03/02/18	Unpaid Family Leave (FMLA)	07/24/17
Megan Champion	Teacher	Crossroads North	02/05/18 thru 06/30/18	03/05/18 thru 06/30/18	Unpaid Child-Rearing Leave	07/24/17
Natasha Helmsdoerfer	Teacher	Crossroads South	10/23/17 thru 12/15/17	11/16/17 thru 12/15/17	Unpaid Family Leave (FMLA)	06/05/17

2.3 Approve Appointments – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following appointments:

A. Certificated

Name	Assignment	Location	Salary	Reason for Vacancy	Effective Date
Jane McGarry	Replacement School Social Worker	SBHS	\$66,645.00 (MA, Step 10)	Vacant Budgeted Position	11/02/17 thru 06/30/18

B. Non-Certificated

Name	Assignment	Location	Salary / Rate	Reason for Vacancy	Effective Date
Shaista Abidi	Paraprofessional	Greenbrook	\$4,856.40 (\$12.78, Step 1i)	Vacant Budgeted Position	10/23/17
Allison Kain	Paraprofessional	Constable	\$3,763.71 (\$11.78, Step 1)	Vacant Budgeted Position	11/06/17

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Chamudeswari Kolipaka	Paraprofessional	Brunswick Acres	\$2,894.67 (\$12.78, Step 1i)	Vacant Budgeted Position	10/24/17
Hannah Mendez	Paraprofessional	Greenbrook	\$1,563.80 (\$11.78, Step 1)	Vacant Budgeted Position	11/06/17

2.4 Approve Change in Salary – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following change in salary:

Name	Assignment	Location	Salary - From	Salary – To	Reason for Change	Effective Date
Raymona Baker	School Secretary III	SBHS	\$47,673.00 (Step H (L))	\$46,173.00 (Step H)	Adjustment to Longevity	07/01/17
Melissa Grbac	Bus Driver	Trans- portation	\$23,518.24 (\$19.99, Step 3*s)	\$24,317.84 (\$19.99, Step 3*s)	Hours from 6.50 to 6.75	10/09/17
Mary Nortésano	Bus Driver	Trans- portation	\$28,982.63 (\$25.62, Step 12L*)	\$30,852.89 (\$25.62, Step 12L*)	Hours from 6.25 to 6.75	11/01/17
Yomeris Peralta	Bus Driver	Trans- portation	\$20,814.89 (\$19.89, Step 4s)	\$21,615.46 (\$19.89, Step 4s)	Hours from 6.50 to 6.75	10/09/17

2.5 Approve Change in Location – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following change in location:

Name	Assignment	Location - From	Location - To	Reason for Change	Effective Date
Amanda Toto	Teacher	.5 Cambridge /.5 Constable	Cambridge	Vacant Budgeted Position	10/09/17

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2.6 Approve Cleaner to Custodian – upon recommendation of the Superintendent of Schools that the Board of Education approve the following cleaner to custodian:

Name	Assignment - From	Assignment - To	Location	Salary - From	Salary - To	Reason for Change	Effective Date
Karl Doerflein	Cleaner	Custodian	Brooks Crossing	\$33,315.00 (Step 3)	\$43,144.00 (Step 1)	Contractual Advancement	11/14/17

2.7 Approve Appointment of Extracurricular – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following extracurricular appointments:

A. SBHS

Name	Assignment	Stipend	Effective Date
Matthew Brady	Assistant Advisor - Robotics Club	\$2,500.00	2017-2018
Daniel Gorzynski	Assistant Coach - Boys' Lacrosse	\$5,541.00	2017-2018
Nicole Monfasani	Assistant Coach - Girls' Basketball	\$6,567.00	2017-2018
Madelyn Owens	Assistant Coach - Cheerleading	\$2,450.00	2017-2018
Alexandra Robles	Advisor - Robotics Club	\$5,500.00	2017-2018
Shaun Sterner	Volunteer Athletic Aide - Boys' Lacrosse	\$0.00	2017-2018
Heather Wells	Assistant Coach - Girls' Basketball	\$6,567.00	2017-2018

B. Crossroads

Name	Assignment	Stipend	Effective Date
Juwan Tisdale	Assistant Coach - Football	\$2,815.00	2017-2018

2.8 Approve Administrative Leave – upon the recommendation of the Superintendent of Schools that the Board of Education approve the administrative leave of absence for the individual listed on the attached sheet.

2.9 Approve Community Education High School Interns Vouchered – upon recommendation of the Superintendent of Schools that the Board of Education approve the following Community Education High School Interns vouchered:

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Name	Assignment	Location	Vouchered Rate	Effective Date
Madleen Knutson	HS Intern Substitute	District	\$8.44	11/07/17

2.10 Approve Community Education Change in Location – upon recommendation of the Superintendent of Schools that the Board of Education approve the following change in location for Community Education:

Name	Assignment	Location - From	Location - To	Reason for Change	Effective Date
Amber Brady	Group Leader	Constable	Cambridge	Staffing Needs	10/27/17
Alexandre Brengel	HS Intern	Sub List	Brooks Crossing / Brunswick Acres	Staffing Needs	10/24/17
Jenna Cohen	HS Intern	Sub List	Constable	Staffing Needs	11/01/17

2.11 Approve Community Education High School Interns Vouchered – upon recommendation of the Superintendent of Schools that the Board of Education approve the following Community Education vouchered staff:

Name	Assignment	Location	Vouchered Rate	Effective Date
Jerod Ebram	Group Leader Special Support	Cambridge	\$13.18 (Step 3i)	10/24/17

2.12 Approve Community Education – Before/After School Substitute Staff- Voucher - upon recommendation of the Superintendent of Schools that the Board of Education approve the following Community Education before/after school substitute staff:

Name	Assignment	Location	Vouchered Rate / Step	Effective Date
Carol Cantoni	Group Leader	Cambridge / Constable / Greenbrook / Monmouth Junction	\$23.81 (Step 19LLi)	10/31/17

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Yes: Mr. Harry Delgado, Dr. Stephen Parker, Mr. Patrick Del Piano,
Mr. Barry Nathanson, Mr. Deven Patel, Mr. Arthur Robinson
and Mr. Peter St. Vincent

No: None

Abstentions: None

PUBLIC COMMENTS –

Raj Tiwari, township resident commented on the importance of voting in the school board election on Tuesday, November 7th. He also commented he has high regard for Mr. Feder and thanked him and the Board for their commitment.

BOARD COMMENTS /COMMUNICATIONS –

Mr. Nathanson also congratulated Mr. Delgado on the marriage of his daughter. He commented not only was it about the score of last week's football but commended the Administration, Mr. Feder and Ms. McGrath and the student body. He announced Deputy Chief Ryan tweeted a kudos to Ms. McGrath and the team.

Mr. St. Vincent also congratulated Mr. Delgado. He also congratulated student representative Sara and the student body for the behavior at the football game.

Mr. St. Vincent reminded the community to get out and vote and announced you don't have to vote for 3 as stated on the ballot, there are three seats available.

Mr. Del Piano thanked the participants of the annual SBHS 5k run, there were 175 runners. Mr. Patel and his family were also in attendance and he congratulated Mr. Abschutz for winning the race for his age group.

Mr. Parker reported on the recent New Jersey Schools Board Association convention he attended.

Mr. Patel reported on the Middlesex County School Boards held last week, good information was discussed on labor relations and will be shared with the board.

MOTION TO ADJOURN - There was a motion by Mr. St. Vincent, seconded by Mr. Nathanson to adjourn the meeting to executive session at 7:30 pm.

BE IT RESOLVED, That the Board of Education of the Township of South Brunswick hereby moves to go into Executive Session, in accordance with Sunshine Law, Chapter 231 of the Public Laws of 1975 (N.J.S.A.) 10:4-6 through 10:4-21), to discuss the following:

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X Personnel

BE IT FURTHER RESOLVED, that the discussion conducted in Executive Session can be disclosed to the public at such time as the matters have been resolved. Formal action may be taken at any meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'David Pawlowski', written over a faint, illegible stamp.

David Pawlowski
Business Administrator/Board Secretary