

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS
Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – February 21, 2017

1 BUSINESS/BOARD

Administration recommends that the following items be approved:

1.1 Approval of Expenditures - That the warrant list dated February 21, 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:	February 21, 2017	\$4,032,219.95
Payroll	January 13, 2017	\$3,934,419.02
	January 30, 2017	<u>\$3,908,698.61</u>
Total for approved for payment		<u>\$11,875,337.58</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.

December 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 December 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:

Statement as of December 31, 2016	\$36,417,866.18
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1.5 Approve Acceptance of Funds – That the Board of Education accept the following funds from Exxon Mobil Educational Alliance Program (Petroleum Marketing Group, Inc.) in the amount of \$500 for Cambridge Elementary School.

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1.6 Approve Non-Public Security Aid Request – That the Board of Education approve the Non-Public Technology requests for supplies and materials from Educational Services Commission of New Jersey for the 2016 – 2017 school year:

- Noor-UI Iman School \$1,983.00 Quote # 1213032K16

1.7 Approve Disposal of Property – That the Board of Education approve the following disposal of property:

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:

<u>Serial Number</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>
U-505015	1982	Ford	Diesel 1500 Tractor
30450-50196	1995	Toro	Ground Master 455-D Lawn Mower

1.8 Approve Board Committee and Liaison Assignments – That the Board of Education approve the attached Board Committee List and Liaison Assignments for 2017.

1.9 Approve Extensions and Not-to- Exceed Amounts for Professional Services – That the Board of Education approve and extension and the not-to-exceed amounts for the following services for the 2016 – 2017 school year. These services are necessary for students that are eligible for special education and related services.

VENDOR	SERVICE	Previous "Not to Exceed"	Increase Amount	New "Not to Exceed"
Brett DiNovi and Associates, LLC	-BCBA consult -RBT services	\$70,000	\$130,000	\$200,000
Tiny Tots Therapy	Physical therapy services - School-based - In-home	\$40,000	\$35,000	\$75,000

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Tiny Tots Therapy	OT Services at Dayton	\$52,600	\$30,000	\$82,600
Therapy Source	In-home speech/language and occupational therapy services	\$8,500	\$4,000	\$12,500
Alexander Road Associates	Psychiatric Evaluations	\$8,925	\$2,975	\$11,900
Bayada Home Health Care, Inc	Nursing	\$35,000	\$30,000	\$65,000

1.10 Approve Evaluation and Professional Services – That the Board of Education approve the following Evaluation and Professional Services for the 2016 – 2017 school year:

Please accept this request to contract with the following providers and the ‘do not exceed’ amount listed. These services are necessary for students that are eligible for special education and related services and require specialist evaluations. The professional development service is necessary to support special education programming.

VENDOR	SERVICE	RATE	Not to Exceed
JFK Hospital – Center for Audiology	Central Auditory Processing Evaluations	\$1,050	\$2100
The Rajan Center for Family Wellness	Psychiatric Evaluations	\$550	\$1100
Creative Communications	Professional Development	\$500/day	\$2000

1.11 Introduction and First Reading of Refunding Bond Ordinance Authorizing Not to Exceed \$17,250,000 Refunding School Bonds -

REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF SOUTH BRUNSWICK IN THE COUNTY OF MIDDLESEX, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE REFUNDING SCHOOL BONDS, SERIES 2007 AA OF THE SCHOOL DISTRICT, DATED MAY 8, 2007, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$36,330,000, APPROPRIATING NOT TO EXCEED \$17,250,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$17,250,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING.

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF SOUTH BRUNSWICK IN THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The Board of Education of the Township of South Brunswick in the County of Middlesex, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding callable Refunding School Bonds, Series 2007 AA of the School District issued in the original principal amount of \$36,330,000 and dated May 8, 2007 (the "2007 Bonds"). The 2007 Bonds maturing on or after August 1, 2018 (the "2007 Refunded Bonds") may be redeemed at the option of the School District in whole or in part on any date on or after August 1, 2017 (the "Redemption Date") at a redemption price equal to 100% of such Refunded Bonds.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$17,250,000 pursuant to N.J.S.A. 18A:24-61 et seq.

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Section 3. An aggregate amount not exceeding \$200,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.

Section 5. A supplemental debt statement has been prepared and filed in the offices of the Township Clerk and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Township as defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.

Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2007 Bonds referred to in Section 1 hereof.

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Section 8. This bond ordinance shall take effect immediately after final adoption.

1.12 Introduction and First Reading of Supplemental School Energy Savings Obligation ("SESO")

SCHOOL ENERGY SAVINGS OBLIGATION REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF SOUTH BRUNSWICK IN THE COUNTY OF MIDDLESEX, NEW JERSEY PROVIDING A SUPPLEMENTAL APPROPRIATION OF NOT TO EXCEED \$4,000,000 FOR ENERGY CONSERVATION IMPROVEMENTS AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$4,000,000 ENERGY SAVINGS OBLIGATION REFUNDING BONDS TO PROVIDE FOR SUCH IMPROVEMENTS.

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF SOUTH BRUNSWICK IN THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvements described in Section 3(a) of this bond ordinance have heretofore been authorized to be undertaken by The Board of Education of the Township of South Brunswick in the County of Middlesex, New Jersey (the "Board of Education"). For the improvements described in Section 3(a), there is hereby appropriated the supplemental amount of \$4,000,000, such sum being in addition to the \$23,300,000 appropriated therefor by the bond ordinance of the Board of Education finally adopted November 7, 2016 (the "Original Bond Ordinance").

Section 2. In order to finance the additional cost of the improvements, additional negotiable school energy savings obligation refunding bonds (the "Bonds") are hereby authorized to be issued, in one or more series, in the aggregate principal amount not to exceed \$4,000,000 pursuant to N.J.S.A. 18A:18A-4.6 (c)(3) and N.J.S.A. 18A:24-61.1 et seq.

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Section 3. (a) The improvements heretofore authorized and the purpose for the financing of which the Bonds are to be issued are energy conservation improvements, as described in the Original Bond Ordinance.

(b) The estimated maximum amount of school energy savings obligation refunding bonds to be issued for the improvements is \$27,300,000, including the \$23,300,000 authorized by the Original Bond Ordinance and the \$4,000,000 school energy savings obligation refunding bonds authorized herein.

(c) The estimated cost of the improvements is \$27,300,000, including the \$23,300,000 appropriated by the Original Bond Ordinance and the \$4,000,000 appropriated herein.

Section 4. An additional amount not exceeding \$100,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Bonds authorized herein.

Section 5. A supplemental debt statement has been prepared and filed in the offices of the Township Clerk and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Township as defined in the Local Bond Law and the school debt of the School District is increased by the amount of the bond authorization set forth herein.

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Section 5. A certified copy of this school energy savings obligation refunding bond ordinance as adopted on first reading has been filed with the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey prior to final adoption, together with a complete statement in the form prescribed by the Director and signed by the Business Administrator/Board Secretary or the Board President of the School District as to the indebtedness to be financed by the issuance of the obligations authorized herein.

Section 6. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Bonds authorized herein.

Section 7. This bond ordinance shall take effect immediately after final adoption and endorsement of the consent of the Local Finance Board upon a certified copy of this ordinance as finally adopted.

1.13 Approve Resolution for DCO Energy Contract – That the Board of Education approve the following resolution approving DCO Energy Contract in a form acceptable to counsel -

Section 1. The Board of Education of the Township of South Brunswick in the County of Middlesex, New Jersey (the “Board of Education”) hereby approves an amendment to its contract with DCO Energy for an additional price not to exceed \$3,900.00 to provide and install the energy conservation measures described in the School District’s Energy Savings

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Plan approved November 7, 2016, in a form approved by Counsel and subject to availability of funding; the Board President, Superintendent and/or the Business Administrator/Board Secretary are authorized to execute such contract on behalf of the Board of Education; and the signature or signatures thereon are conclusive proof of the required review and approval of the contract.

Section 2. This resolution shall take effect immediately.

1.14 Approve Resolution Authorizing Application to Local Finance Board – That the Board of Education approve the following resolution authorizing application to the local finance board:

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF SOUTH BRUNSWICK IN THE COUNTY OF MIDDLESEX, NEW JERSEY MAKING APPLICATION TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 18A:18A-4.6(1)(c)(3) AND N.J.S.A. 18A:24-61.1 ET SEQ.

WHEREAS, The Board of Education of the Township of South Brunswick in the County of Middlesex, New Jersey (the “Board of Education”) desires to make application to the Local Finance Board for its approval of a supplemental school energy savings obligation refunding bond ordinance authorizing the issuance of not exceeding \$4,000,000 School Energy Savings Obligation Refunding Bonds pursuant to N.J.S.A. 18A:18A-4.6(1)(c)(3) and N.J.S.A. 18A:24-61.1 *et seq.* in order to provide for energy conservation improvements for the school district; and

WHEREAS, the Board of Education believes that:

- (a) it is in the public interest to accomplish such purpose;

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- (b) the purpose is for the health, the welfare, the convenience or the betterment of the inhabitants of the school district;
- (c) the amounts to be expended for the purpose or the improvements are not unreasonable or exorbitant; and
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the school district and will not create an undue financial burden to be placed upon the school district;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF SOUTH BRUNSWICK IN THE COUNTY OF MIDDLESEX as follows:

Section 1. The application to the Local Finance Board is hereby approved, and the Board of Education's Bond Counsel, along with other representatives of the Board of Education, are hereby authorized to prepare such application and to represent the Board of Education in matters pertaining thereto.

Section 2. The Business Administrator/Board Secretary of the Board of Education is hereby directed to prepare and to file a certified copy of the financing documents authorizing the Bonds with the Local Finance Board as part of such application.

Section 3. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings and approval as provided by the applicable New Jersey Statutes.

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- 1.15 Approve Appointment** – That the Board of Education approve Board Member Patrick Del Piano to the South Brunswick Township Parks & Recreation Advisory Board from January 1, 2017 – December 31, 2017.
- 1.16 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.
- 1.17 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.
- 1.18 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 Resignation -- That the Board of Education accept the following resignation:

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Paul Bennett	Energy Specialist	District	03/15/17	02/15/17

2.2 Approve Termination of Employment -- That the Board of Education approve the following termination for the employee listed on the attached sheet on the date indicated.

2.3 Approve Leave of Absence -- That the Board of Education approve the following leave of absence:

A. Leave of Absence

Name	Assignment	Location	Period of Leave	Type of Leave
Henry Burnett	Custodian	Maintenance	02/10/17	Unpaid Intermittent FMLA
Glenn Ferraris	Teacher	Brooks Crossing	02/06/17 – 02/10/17	Unpaid Intermittent FMLA
Chelsea Wilson	Speech Language Specialist	Dayton	09/01/17 thru 11/24/17	Unpaid Family Leave (FMLA)

B. Change in Leave

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave	Previously Approved
Ashley Papcun	Speech Language Specialist	Greenbrook	05/02/17 thru 06/30/17	05/02/17 thru 05/19/17	Unpaid Family Leave (FMLA)	11/21/16

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

A. Certificated

Name	Assignment	Location	Salary	Reason for Vacancy	Effective Date
Laura McGill	Replacement Fourth Grade Teacher	Indian Fields	\$59,190.00 (MA, Step 3)	Vacant Budgeted Position	02/10/17 thru 06/30/17
Michael Whalen	Replacement Business Education Teacher	SBHS	\$54,070.00 (BA, Step 1)	Vacant Budgeted Position	02/13/17 thru 06/30/17

B. Non-Certificated

Name	Assignment	Location	Salary / Rate	Reason for Vacancy	Effective Date
Tara Laurita	Paraprofessional	Greenbrook	\$2,100.00 (Step 1i)	Vacant Budgeted Position	02/13/17

2.5 Approve Change in Assignment – That the Board of Education approve the following change in assignment:

Name	Assignment - From	Assignment - To	Location - From	Location - To	Salary - From	Salary - To	Reason for Change	Effective Date
Daniel Gorzynski	Replacement Technology Education Teacher	Replacement Social Studies Teacher	Crossroads South	SBHS	\$54,070 (BA, Step 1)	\$54,070 (BA, Step 1)	Vacant Budgeted Position	02/27/17 thru 06/30/17
Dominique Talbot	Teacher	Replacement Supervisor Special Education 9-12	Indian Fields	SBHS	\$64,530 (MA+30, Step 6)	\$90,000.00 (prorated)	Family Leave Position	03/17/17 thru 06/30/17

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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
Felicia Carroll	Bus Driver	Transportation	\$12,527.46 (Step 4*)	\$13,021.22 (Step 4*)	Increase in hours	01/11/17
Steven Jeffries	Paraprofessional	North / South	\$13,269.63 (\$20.75, Step 18L)	\$18,130.31 (\$20.75, Step 18L)	Increase in hours	02/13/17

2.7 Approve District Substitute Paraprofessional – That the Board of Education approve the following District Substitute Paraprofessional:

Name	Rate / Step	Effective Date
Alison Iovine	\$12.50 (Step 1i)	02/22/17

2.8 Approve District Substitute Custodian - That the Board of Education approve the following District Substitute Custodian:

Name	Hourly Rate	Effective Date
John Beecher, Jr.	\$13.00	02/22/17
Timothy Zeller	\$13.00	02/22/17

2.9 Accept Resignation – Community Education – That the Board of Education accept the following Community Education resignation:

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Sydney Cortez	High School Intern	Monmouth Junction	03/02/17	12/12/16
Navina Magesh Kumar	High School Intern	Indian Fields	02/27/17	02/13/17

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2.10 Approve Vouchered Substitute Staff – Community Education – That the Board of Education approve the following vouchered substitute staff - Community Education:

Name	Assignment	Location	Rate / Step	Effective Date
Rachel Sperling	Group Leader	District	\$11.50 (Step 1)	02/22/17
Portia Pilapil	Group Leader	District	\$11.50 (Step 1)	02/22/17

2.11 Approve Vouchered Staff – Community Education – That the Board of Education approve the following Community Education vouchered staff –

Name	Assignment	Location	Rate / Step	Effective Date
Nichet Epps	Group Leader	Crossroads North	\$11.50 9 (Step 1)	02/22/17
Steven Jeffries	Group Leader	Crossroads North	\$20.75 (Step 18L)	02/13/17

2.12 Approve Amendment to Resignation Date – That the resignation date for the following staff member be amended:

Name	Assignment	Location	Resignation Date - From	Resignation Date - To	Previously Approved
Steven Jeffries	Group Leader	Crossroads North	02/13/17	02/16/17	02/06/17

2.13 Approve Change in Location – Community Education – That the Board of Education approve the following Community Education change in location:

Name	Location - From	Location - To	Reason for Change	Effective Date
Theodora Vargas	Constable	Greenbrook	Staffing Needs	02/08/17