

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS

Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – February 5, 2018

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 February 5, 2018, 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:	February 5, 2018	\$4,555,062.43
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Total for approved for payment	<u>\$4,555,062.43</u>
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1.2 Approve EPIC Coordinator – upon recommendation of the Superintendent that the Board of Education approve Christine Mariano as the EPIC Coordinator for the remainder of the 2017 – 2018 school year for \$7,200 not to exceed \$12,000.

1.3 Approve Purchases through NJ State Contract over the Bid Limit – Upon recommendation of the Superintendent of Schools that the Board of Education approve the following purchases utilizing the State Contract M-0003 WSCA Software License & Related Services for SHI International Corp. of Somerset, NJ.

<u>Product Service</u>	<u>Qty</u>	<u>Unit Cost</u>	<u>Total Cost</u>
VxRail Data Migration		\$10,080.00	\$10,080.00
VMware – Part# VS60EPL-A	14	\$1,918.56	\$26,859.84
VMware Support	14	\$2,698.80	\$37,783.20

Upon authorization of the Superintendent of Schools that the Board of Education authorize the following purchases utilizing the State Contract M-0483 NASPO Valuepoint Computer Equipment, Peripherals and Related Services for SHI International Corp. of Somerset, NJ.

SHI International Corp. State Contract #89968 of NASPOM0483

<u>Product/Service</u>	<u>Total Cost</u>
Equipment/Installation/Warranty (See attached detail)	\$147,903.99

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1.4 Approve Renewal of Printing Contracts – upon recommendation of the Superintendent of Schools that the Board of Education approve the following renewal of printing contracts:

- A. per the provisions of 18A: 18A-42 renew the contract as originally awarded for the printing of Community Education’s School Brochure, Summer Camp Brochure and Tri-Fold Brochure for the 2017 – 2018 school year at no increase in cost per the original specifications of Bid 2015-16 awarded on July 20, 2015 to Graphic Image of Milford, CT, retroactively to July 1, 2017
- B. per the provisions of 18A: 18A-42 renew the contract as originally awarded for the printing of the District Calendar, Payroll Voucher 2 Part and Payroll Voucher 3 Part for the 2018 – 2019 school year at no increase in cost per the original specifications of Bid 2017-03 awarded on July 24, 2017 to Mastergraphx of Monmouth Junction, NJ.

1.5 Approve Extension of Professional Services – upon recommendation of the Superintendent of Schools that the Board of Education approve an extension of the following Professional Services. These services are necessary for students that are eligible for special education and related services:

<u>Vendor</u>	<u>Service</u>	<u>Previous</u>	<u>Increase</u>	<u>New</u>
Alexander Road Associates	Psychiatric Evaluations	\$2,975	\$2,975	\$5,590
Starlight Homecare Agency	Nurse Services	\$10,000	\$60,000	\$70,000
Dr. Lewis Milrod	Neurological Evaluations	\$1,800	\$2,500	\$4,300

1.6 Approve Professional Services - upon recommendation of the Superintendent of Schools that the Board of Education approve the following Professional Services. These services are necessary for students that are eligible for special education and related services:

<u>Vendor</u>	<u>Service</u>	<u>Not to Exceed</u>
Creative Communicators Mark Corallo, MA CCC-SLP	Speech/Social Skill	\$4,000
Smart Center	Speech Services	\$1,800
Jammin Jenn	Music Therapy	\$1,875
Behavior Therapy Associates	Functional Behavior Assessment	\$3,510
The Arc of NJ	Transition Services	\$1,594

1.7 Approve Proposed Change Orders - upon recommendation of the Superintendent of Schools that the Board of Education approve the following proposed change orders from Weatherproofing Technologies, Inc. for the roof coating project at South Brunswick High School:

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PCO – 1 Remove and replace wet insulation at a cost of \$17,885.00

PCO – 3 Repair to EDPM roof at a cost of \$18,588.65

The original contract sum	\$2,365,098.48
The net change by previously authorized change orders	\$0
The contract sum will be increased by proposed change orders 1 & 3	<u>\$36,473.65</u>
The new contract sum including the proposed change orders	\$2,401,572.13

1.8 Approve Annual Maintenance Budget Worksheet – Form M-1 and Comprehensive Maintenance Plan – upon recommendation of the Superintendent of Schools that the Board of Education approve as per attached the Annual Maintenance Budget Worksheet – Form M1 and the Comprehensive Maintenance Plan for the 2017 – 2018 school year.

1.9 Approve Non-Public Technology Requests – That the Board of Education approve the following Non-Public technology requests for supplies and materials from the Educational Services Commission for the 2017 – 2018 school year.

A. St. Augustine School	\$822.26
B. Noor-Ul-Iman School	\$16,946.39

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.

- A. District Staff
- B. S.P.

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

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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.

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 Crossroads North Kitchen Renovations -

RESOLVED, upon the recommendation of the Superintendent, that the South Brunswick School District, in the County of Middlesex, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the Kitchen Renovation at the Crossroads North Middle School to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Capital Reserve Account.

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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:

A. Resignations

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Ricky Alford	Cleaner	Crossroads North	01/22/18	01/22/18

B. For the Purpose of Retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Leslie Lillian	Student Assistance Counselor	Greenbrook	03/30/18	01/22/18

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:

Name	Assignment	Location	Period of Leave	Type of Leave
Kimberly Fegan	Teacher	Constable	06/21/18 thru 11/09/18	Unpaid Family Leave (FMLA)
Kimberly Fegan	Teacher	Constable	11/12/18 thru 06/30/19	Unpaid Child-Rearing Leave

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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
Megan Baguchinsky	Special Education Teacher	SBHS	\$56,850.00 (BA, Step 3)	Vacant Budgeted Position	03/20/18
Davon Wheeler	Replacement Music Teacher	Constable	\$54,850.00 (BA, Step 1)	Vacant Budgeted Position	01/30/18 thru 06/30/18

B. Non-Certificated

Name	Assignment	Location	Salary / Rate	Reason for Vacancy	Effective Date
Sabrina Blocker	Bus Driver	Transportation	\$11,694.56 (\$19.29, Step 4*)	Vacant Budgeted Position	01/23/18
Jason Boynton	Paraprofessional	Crossroads South	\$7,923.50 (\$13.78, Step 1iA)	Vacant Budgeted Position	02/01/18
Quaneeka Davila	Paraprofessional	Transportation	\$4,868.09 (\$11.78, Step 1)	Addition to Staff	02/06/18
Stephen Kozlik	Cleaner	Brooks Crossing	\$32,315.00 (Step 1)	Vacant Budgeted Position	02/06/18
Sripriya Natarajan	Paraprofessional	Transportation	\$5,471.87 (\$11.98, Step 2)	Vacant Budgeted Position	02/06/18
Janet Sorbino	Paraprofessional	Indian Fields	\$1,696.20 (\$12.85, Step 5)	Vacant Budgeted Position	01/16/18

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

Name	Assignment - From	Assignment - To	Location - From	Location - To	Salary - From	Salary - To	Reason for Change	Effective Date
Diane Copeland	Bookkeeper II, Secretary, 12-month, Level IV	Bookkeeper I, Secretary, 12-month, Level III	SBHS	Board Office	\$47,091.00 (Step F)	\$45,598.00 (Step F)	Vacant Budgeted Position	2/6/18
Shaun Ruymen	Dean / Teacher	Assistant Principal	SBHS	Crossroads North	\$81,742.00 (BA, Step 14)	\$93,000.00	Vacant Budgeted Position	2/6/18

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

Name	Title - From	Title - To	Effective Date
Dwayne Washington	Vehicle Safety Coordinator	Transportation Assistant Supervisor	02/06/18

2.6 Approve Change in Salary - upon 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
Bessie Batts	Bus Driver	Transportation	\$21,125.03 (\$19.29, Step 4*)	\$21,568.70 (\$19.29, Step 4*)	Increase in Hours from 6.00 to 6.25	02/01/18
Jessica Boettcher	Para-professional	Crossroads South	\$10,142.90 (\$12.18, Step 3)	\$9,853.62 (\$12.18, Step 3)	Change in Start Date	01/09/18
Inas Damir	Para-professional	Crossroads North / Crossroads South	\$25,397.99 (\$19.41, Step 14L)	\$25,514.45 (\$19.41, Step 14L)	Increase in Hours	02/01/18
Sylvia Holliday	Bus Driver	Transportation	\$28,316.51 (\$25.62, Step 12L*)	\$28,681.59 (\$25.62, Step 12L*)	Increase in Hours per SBSBDA Contract	09/01/17
Elsa Jimenez	Bus Driver	Transportation	\$21,772.40 (\$20.54, Step 8*)	\$22,357.79 (\$20.54, Step 8*)	Increase in Hours per SBSBDA Contract	09/01/17

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Thomas Johnson	Bus Driver	Transportation	\$20,129.40 (\$18.99, Step 3*)	\$20,670.62 (\$18.99, Step 3*)	Increase in Hours per SBSBDA Contract	09/01/17
Hannah Mendez	Para- professional	Constable / Greenbrook	\$1,563.80 (\$11.78, Step 1)	\$2,570.99 (\$11.78, Step 1)	Increase in Days	01/22/18
Michelle Nevius	Bus Driver	Transportation	\$29,110.73 (\$25.62, Step 12L*)	\$29,475.81 (\$26.62, Step 12L*)	Increase in Hours per SBSBDA Contract	09/01/17
Giselle Roa-Diaz	Bus Driver	Transportation	\$21,320.27 (\$19.29, Step 4*)	\$21,595.16 (\$19.29, Step 4*)	Increase in Hours per SBSBDA Contract	09/01/17
Laurinda Smith	Para- professional	Brunswick Acres	\$25,352.08 (\$22.19, Step 18LL)	\$26,049.08 (\$23.19, Step 18LLA)	Change in Step and Rate	01/16/18
Lisa Taggart	Bus Driver	Transportation	\$28,316.51 (\$25.62, Step 12L*)	\$28,681.59 (\$25.62, Step 12L*)	Increase in Hours per SBSBDA Contract	09/01/17
Janice Ubl	Bus Driver	Transportation	\$25,331.02 (\$20.84, Step 7s)	\$25,791.22 (\$21.24, Step 7*s)	Change in Step and Rate	09/01/17
Margaret Ventolo	Bus Driver	Transportation	\$28,316.51 (\$25.62, Step 12L*)	\$28,681.59 (\$25.62, Step 12L*)	Increase in Hours per SBSBDA Contract	09/01/17
Mary Violante	Para- professional	Cambridge / South	\$6,255.36 (\$15.36, Step 8i)	\$10,775.05 (\$15.36, Step 8i)	Increase in Hours	02/28/18

2.7 Approve Correction in Location - upon recommendation of the Superintendent of Schools that the Board of Education approve the following correction in location:

Name	Assignment	Location - From	Location - To	Effective Date	Previously Approved
Jessica Boettcher	Paraprofessional	Monmouth Junction	Cambridge	01/02/18	01/08/18

2.8 Rescind Change in Location- upon recommendation of the Superintendent of Schools that the Board of Education approve the rescinding of the following change in location:

Name	Assignment	Location - From	Location - To	Previously Approved
Brianna Rollocks	Behavior Technician	Crossroads South	Dayton	01/22/18

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2.9 Approve Change in F.T.E. – upon recommendation of the Superintendent of Schools that the Board of Education approve the following change in F.T.E.:

Name	Assignment - From	Assignment - To	Location	Salary - From	Salary - To	Effective Date
Katherine Moore	.3 ELL Teacher	ELL Teacher	.2 SBHS / .3 Monmouth Junction / .5 Constable	\$19,191.00 (MA, Step 8)	\$63,970.00 (MA, Step 8)	01/29/18

2.10 Approve Revised Job Description – upon recommendation of the Superintendent of Schools that the Board of Education approve the following change in job description:

Behavior Specialist

2.11 Approve Charging of Salaries – upon recommendation of the Superintendent of Schools that the Board of Education, in order to comply with auditing regulations, approve the charging of salaries (and/or portion of salary) to various budget codes for federal/state programs. The 2017 – 2018 salaries of the following staff should be charged to the account codes and grants as indicated:

Name	Assignment	Annual Salary	Salary Charged to 20 Fund	Percentage of Salary	Account Code	Grant	Effective Date
Paula Lamprecht	Title I Support Teacher	\$84,975.00	\$16,995.00	20%	20-231-100-100-61-07-2018	NCLB Title I	09/01/17
Brittany Hass	Title I Support Teacher	\$56,850.00	\$45,480.00	80%	20-231-100-100-61-08-2018	NCLB Title I	09/01/17

2.12 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
Norman Daniels	Cleaner	Custodian	SBHS	\$33,315 (Step 3)	\$43,144 (Step 1)	Contractual Advancement	02/10/18

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2.13 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
Kelly Muha	High School Intern	Sub List	Monmouth Junction / Brooks Crossing	Staffing Needs	01/29/18
Amber Brady	Group Leader	Sub List	Cambridge	Staffing Needs	01/22/18

2.14 Approve Community Education Staff for Tennis – upon recommendation of the Superintendent of Schools that the Board of Education approve the following Community Education staff for the Tennis Program:

Name	Assignment	Location	Rate	Effective Date
Siva Dhandu	Counselor / Instructor	SBHS / Crossroads South	\$27.00 / hour	05/05/18
Deborah H. Pacia	Counselor / Instructor	SBHS / Crossroads South	\$27.00 / hour	05/05/18
Barbara Rogers	Counselor / Instructor	SBHS / Crossroads South	\$27.00 / hour	05/05/18