

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS

Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – March 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 March 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:	March 5, 2018	\$1,490,105.81
------------------------	----------------------	-----------------------

Total for approved for payment		<u>\$1,490,105.81</u>
---------------------------------------	--	------------------------------

1.2 Approve School Calendar - upon recommendation of the Superintendent of Schools that the Board of Education approve the South Brunswick School District Calendar for the 2018 – 2019 school year.

1.3 Accept Donations and Approved Revised Budget – upon recommendation of the Superintendent of Schools that the Board of Education accept a donation from Brooks Crossing PTO in the amount of \$2,839.00 to purchase a projector for Brooks Crossing School and Brunswick Acres PTO in the amount of \$100.00 to purchase a VPP Apple Card for the Brunswick Acres art iPads. These donations will increase the Miscellaneous Revenue by \$2,939.00 and the General Fund Appropriations by \$2,939.00.

1.4 Record, Award and Reject Bid – Food Service Equipment - upon recommendation of the Superintendent of Schools that the Board of Education approve the receipt of bids for Bid No. 2017 – 17, Food Service Equipment, opened on February 21, 2018:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Don J. Urie Associates, Inc. Vineland, NJ	3	\$9,064.00
E&A Globe, LLC Bridgeport, CT	3	\$9,778.81
Sam Tell and Son Inc. Farmingdale, NY	3	\$8,950.00

Approval Consent Agenda – March 5, 2018

Todd Devin Food Equip., Inc. Yardley, PA	3	\$10,865.00
---	---	-------------

Upon recommendation of the Superintendent of Schools that the Board of Education approve the award of bids for Bid No. 2017 – 17, Food Service Equipment, opened on February 21, 2018:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Don J. Urie Associates, Inc. Vineland, NJ	1	\$5,665.00
E&A Globe, LLC Bridgeport, CT	1	\$1,686.91
Todd Devin Food Equip., Inc. Yardley, PA	1	\$1,508.68

Upon recommendation of the Superintendent of Schools that the Board of Education reject the following bids for Bid No. 2017 – 17, Food Service Equipment, opened on February 21, 2018:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Sam Tell and Son Inc.	3	\$8,950.00

N.J.S. 18A:18A-22.e (Non-responsive to bid. Failed to submit valid statement of ownership.)

1.5 Record and Award Bid – Rental or Lease of (10) 54 Passenger School Buses – upon recommendation of the Superintendent of Schools that the Board of Education approve the receipt of bids for Bid No. 2017 – 11, Rental or Lease of (10) 54 Passenger School Buses, opened on November 21, 2017, retroactively to January 8, 2018:

<u>Vendor</u>	<u>Unit Price</u>	<u>Total Price</u>
Irvin Raphael Inc. East Brunswick, NJ	\$2,900.00	\$29,000.00
Sheppard Bus Service Millville, NJ	\$4,800.00	\$33,350.00
Truck King International Newark, NJ	\$2,883.00	\$28,830.00

Approval Consent Agenda - March 5, 2018

Wolfington Body Co. Inc. Mt. Holly, NJ	\$2,200.00	\$22,000.00
---	------------	-------------

Upon recommendation of the Superintendent of Schools that the Board of Education approve the award for Bid No. 2017 – 11, Rental or Lease of (10) 54 Passenger School Buses, opened on November 21, 2017, retroactively to January 8, 2018:

<u>Vendor</u>	<u>Unit Price</u>	<u>Total Price</u>
Wolfington Body Co. Inc. Mt. Holly, NJ	\$2,200.00	\$22,000.00

1.6 Record & Reject RFP's - upon recommendation of the Superintendent of Schools that the Board of Education approve the receipt of RFP – 18-01 for Professional Development – Learner Active Classrooms, opened on February 22, 2018:

<u>Vendor</u>	<u>Total All Inclusive Cost</u>	<u>Monthly Support per Session</u>
Education Designs Unlimited Services, LLC Somerset, NJ	N/A	N/A
IDE Corp. – Innovative Designs for Education Ramsey, NJ	N/A	N/A
McREL International Denver, CO	\$95,000.00	\$6,225.00

Upon recommendation of the Superintendent of Schools that the Board of Education reject the RFP – 18-01 for Professional Development – Learner Active Classrooms, opened on February 22, 2018:

<u>Vendor</u>	<u>Total All Inclusive Cost</u>	<u>Monthly Support per Session</u>
Education Designs Unlimited Services, LLC Somerset, NJ	\$20,000.00	\$15,000.00

Approval Consent Agenda – March 5, 2018

IDE Corp. – Innovative Designs for Education Ramsey, NJ	N/A	N/A
McREL International Denver, CO	\$95,000.00	\$6,225.00

1.7 Record of Bids – Transportation School Route – upon recommendation of the Superintendent of Schools that the Board of Education approve the receipt of bids for Bid No. 2017-18, Transportation School Route:

Six bids were sent out no bids were received.

1.8 Record of Bids – Audio Visual Maintenance – upon recommendation of the Superintendent of Schools that the Board of Education approve the receipt of bids for Bid No. 2017-16R, Audio Visual Maintenance – Time and Materials:

No bids were received and the service will now be negotiated per 18A:18A-5.c. (3).

1.9 Approve Bids – Educational Data Services Bids for Copy Paper – upon recommendation of the Superintendent of Schools that the Board of Education approve the award for unit prices for copy paper for the period March 1, 2018 to September 30, 2018 for purchases not to exceed \$100,000,000 as follows:

Award copy paper to WB Mason, Inc. of Cranbury, NJ as awarded through the New Jersey South Cooperative Bid of , #ZG – Copy Duplicator Supplies, #26 EDCP received by ESC of Morris County, NJ:

White, 20 lb	8 ½ x 11	\$21.97
	8 ½ x 14	\$31.49
	11x 17	\$24.24
Pastel Colors	8 ½ x 11	as per attached
	8 ½ x 14	as per attached
Bright Colors, 24 lb	8 ½ x 11	\$53.90
Card Stock White, 67 lb	8 ½ x 11	\$29.42
Card Stock Colors, 67 lb	8 ½ x 11	\$30.88
Card Stock Colors, 90 lb	8 ½ x 11	\$34.88

Approval Consent Agenda - March 5, 2018

1.10 Approve Proposals for Professional Services –

RESOLVED, upon the recommendation of the Superintendent, that the South Brunswick School District, in the County of Middlesex, New Jersey authorizes Spiezle Architectural Group, Inc., Hamilton, NJ to submit all necessary plans and paperwork to the Department of Education concerning the Main Entrance Improvements at the following schools to serve as an application to the Office of School Facilities and an amendment to the District’s Long Range Facility Plan:

<u>Location</u>	<u>Construction</u> <u>Budget</u>	<u>Design Services</u> <u>Proposals</u>
Brooks Crossing	\$49,000	
Brunswick Acres	\$29,000	
Crossroads South	\$63,000	
Cambridge	\$50,000	
Constable	\$35,000	
Indian Fields	\$49,000	
Greenbrook	\$48,000	
Monmouth Junction	\$49,000	
High School	<u>\$54,000</u>	_____
 Total	 \$426,000	 \$39,400

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 General Fund Account.

1.11 Approve Acceptance of Funds – upon recommendation of the Superintendent of Schools that the Board of Education accept \$1,000 for the Joanne Kerekes grant from the Education Foundation awarded to Dana Marchioni & Linda Heffentrager.

1.12 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 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.

1.13 Approve Community Education Budget 2018 – 2019 - Summer Camps – upon recommendation of the Superintendent of Schools that the Board of Education approve the Community Education Budget for 2018 – 2019 School Year for Summer Camps.

Approval Consent Agenda – March 5, 2018

1.14 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.

1.15 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.

1.16 Approve Harassment, Intimidation and Bullying Report – upon recommendation of the Superintendent of Schools 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.

Approval Consent Agenda - March 5, 2018

1.17 Approve Professional Services - upon the recommendation of the Superintendent of Schools that the South Brunswick Board of Education approve Pritchard Industries, 147 Columbia Turnpike, Suite 207, Florham Park, NJ to provide evening custodial services at a rate not to exceed \$23.00 / hour for the first employee and \$29.50 for every employee after.

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:

For the Purpose of Retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Donna Forrest	Bus Driver	Transportation	06/30/18	02/20/18
Dawn Guidice	School Nurse	Cambridge	06/30/18	02/21/18
Maria Kiernan	Paraprofessional	SBHS	03/23/18	02/21/18
Robin Metzger	Paraprofessional	SBHS	05/01/18	02/15/18
Debra Miller	Teacher	Monmouth Junction	06/30/18	02/14/18

2.2 Approve Termination of Employment – upon recommendation of the Superintendent of Schools that the Board of Education approve the termination of employment as listed on the attached sheet on the date indicated.

2.3 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
Henry Burnett	Custodian	Maintenance	01/19/18, 01/23/18, 01/24/18	Unpaid Intermittent FMLA
Karen Gordon	School Nurse	SBHS	02/20/18 (.5), 02/21/18, 02/22/18	Unpaid Intermittent FMLA

Approval Consent Agenda - March 5, 2018

Frieda Rappeport	Paraprofessional	Cambridge	01/26/18, 02/02/18, 02/05/18, 02/09/18, 02/23/18	Unpaid Intermittent FMLA
------------------	------------------	-----------	--	--------------------------------

B. Change in Leaves

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave	Previously Approved
Rebecca Rummen	Teacher	SBHS	03/21/18 thru 06/15/18	03/20/18 thru 06/15/18	Unpaid Family Leave (FMLA)	10/09/17

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

Non-Certificated

Name	Assignment	Location	Salary / Rate	Reason for Vacancy	Effective Date
Brianna Rollocks	Behavior Interventionist	Dayton	\$30,000.00	Meet IEP Requirements	01/02/18

2.5 Approve Change in Effective Date – upon recommendation of the Superintendent of Schools that the Board of Education approve the following change in effective date:

Name	Assignment	Location	Change Effective Date - From	Change Effective Date - To	Previously Approved
Shaun Ruymen	Assistant Principal	Crossroads North	02/06/18	04/02/18	02/05/18

Approval Consent Agenda - March 5, 2018

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
Maria Bertotty	Bus Driver	Transportation	\$18,125.57 (\$20.19, Step 5s)	\$18,417.17 (\$20.59, Step 5*s)	Change in Step and Rate	01/04/18
Sabrina Blocker	Bus Driver	Transportation	\$11,694.56 (\$19.29, Step 4*)	\$11,935.69 (\$19.29, Step 4*)	Increase in Days	01/23/18
Jason Boynton	Para-professional	Crossroads South	\$7,923.50 (\$13.78, Step 1iA)	\$8,102.64 (\$13.78, Step 1iA)	Increase in Days	02/01/18
Alisa Cooper-Hay	Bus Driver	Transportation	\$24,560.71 (\$20.54, Step 8*)	\$27,323.34 (\$20.54, Step 8*)	Increase in Hours from 7.50 to 8.00	09/01/17
Quaneeka Davila	Para-professional	Transportation	\$4,868.09 (\$11.78, Step 1)	\$4,980.00 (\$11.78, Step 1)	Increase in Days	02/06/18
Amanda Schollenberger	Para-professional	Monmouth Junction	\$7,035.26 (\$11.98, Step 2)	\$4,393.67 (\$11.98, Step 2)	Decrease in Days	01/23/18
Janet Sorbino	Para-professional	Indian Fields	\$1,696.20 (\$12.85, Step 5)	\$1,728.33 (\$12.85, Step 5)	Increase in Days	01/16/18
Chelsea Smith	Para-professional	Dayton	\$7,533.17 (\$14.39, Step 4iA)	\$7,720.24 (\$14.39, Step 4iA)	Increase in Days	02/12/18

2.7 Approve Appointment of District Substitute Paraprofessionals – upon recommendation of the Superintendent of Schools that the Board of Education approve the appointment of the following district substitute paraprofessionals:

Name	Rate / Step	Effective Date
Jason Chapman	\$13.18 (Step 3i)	02/16/18
Quratulayen Khurram	\$12.78 (Step 1i)	02/16/18
Nita Patel	\$12.18 (Step 3)	02/16/18
Jennie Provenzano	\$11.78 (Step 1)	03/06/18

Approval Consent Agenda - March 5, 2018

Dhruvi Thakkar	\$12.18 (Step 3)	02/16/18
Surya Vijayan	\$11.78 (Step 1)	03/06/18

2.8 Approve Appointment of Extracurricular – SBHS – upon recommendation of the Superintendent of Schools that the Board of Education approve the following appointment of extracurricular at SBHS:

Name	Assignment	Stipend	Effective Date
Jeffrey Goldhagen	Volunteer Athletic Aide - Baseball	\$0.00	03/05/18
Sean Keenan	Volunteer Athletic Aide - Baseball	\$0.00	03/05/18

2.9 Rescind Appointment of Extracurricular – SBHS – upon recommendation of the Superintendent of Schools that the Board of Education approve rescinding of the following appointment of extracurricular at SBHS:

Name	Assignment	Effective Date	Previously Approved
Jeffrey Goldhagen	Assistant Coach - Spring Track	03/05/18	06/19/17

2.10 Approve Appointment of Extracurricular – Crossroads – upon recommendation of the Superintendent of Schools that the Board of Education approve the following appointment of extracurricular at Crossroads –

Name	Assignment	Stipend	Effective Date
Jonathan Medina	Assistant Coach - Track & Field	\$3,762.00	03/05/18
James Quilter	Assistant Coach - Track & Field	\$3,762.00	03/05/18
Dennis Shoro	Head Coach - Track & Field	\$5,332.00	03/05/18
Kimberly Vibronek	Head Coach - Softball	\$5,332.00	03/05/18

Approval Consent Agenda – March 5, 2018

2.11 Approve Anti-Bullying Coordinator for the 2017 – 2018 School Year – upon recommendation of the Superintendent of Schools that the Board of Education approve the following Anti-Bullying Coordinator for the 2017 – 2018 school year:

Name	Assignment	Location	Stipend	Effective Date
Blair Eiseman	Anti-Bullying Coordinator	District	\$0.00	03/05/18

2.12 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
Jennie Provenzano	Group Leader	Before School Sub List	Brunswick Acres Before School	Staffing Needs	02/21/18
Julia Karl	HS Intern	Cambridge	Greenbrook	Staffing Needs	02/26/18
Margaret M. Kozlik	Group Leader	Cambridge	Constable	Staffing Needs	02/20/18
Kelly Muha	HS Intern	Brooks Crossing / Monmouth Junction	Sub List	Voluntary	03/02/18