

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS
Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – May 8, 2017

1 BUSINESS/BOARD

Administration recommends that the following items be approved:

1.1 Approval of Expenditures - That the warrant list dated May 8, 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:	May 8, 2017	\$1,299,488.74
	Total approved for payment	<u>\$1,299,488.74</u>

1.2 Adopt Revised Policies – That the Board of Education approve the adoption of the following revised policies:

- A. 2460 – Special Education
- B. 2467 – Surrogate Parents and Foster Parents
- C. 5111 – Eligibility of Resident/Non Resident Pupils

1.3 Approve Statement of Assurance - That the Board of Education approve the New Jersey Department of Education Office of Special Education Programs Statement of Assurance to demonstrate South Brunswick School District's compliance with Part B of the IDEA and N.J.A.C. 6A:14-1.1(b) and shall ensure compliance with the above stated policies and procedures.

1.4 Approve Representation to the Assembly of the Educational Services Commission of New Jersey – That the Board of Education pursuant to enacted legislation, P.L. 192-1989, Chapter 254, elect Dr. Gary P. McCartney, Interim Superintendent of Schools, to the Representative Assembly of the Educational Services Commission from May 24, 2017 through June 30, 2017.

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1.5 Approved Revised Transportation Renewals – That the Board of Education approve the attached revised Transportation Renewals for First Student, Inc. originally approved on March 20, 2017:

<u>Bus Company</u>	<u>Multi-Contract</u>	<u>Bid</u>	<u>Renewal</u>	<u>Total Cost</u>
First Student Inc.	FS1603P	2016-03	01	\$148,393.24
	FS16-09	2016-09	01	\$40,119.96
	FS06	16-16	11	\$1,363,903.20
	LL04	04-08	12	\$64,986.72
	XN15	07-17	09	<u>\$24,797.19</u>
			Total	\$1,642,200.31

1.6 Approve Parental Transportation Contract – That the Board of Education approve the following Parental Transportation Contract:

<u>Route No.</u>	<u>Destination</u>	<u>Contract Term</u>	<u>Total Contract</u>
SALC	Academy Learning Center	6/26/17-8/04/17	\$2,375.00

1.7 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 of New Jersey as follows for the 2016 – 2017 school year:

	<u>Amount</u>	<u>Vendor</u>
Noor – Ul Iman	\$1,458.33	Dell
	\$824.33	Dell
	\$1,938.00	Keyboard Consultants Inc.

1.8 Approve Board of Education Meeting Calendar – That the Board of Education approve the attached Board of Education Meeting Calendar for the 2017 – 2018 school year.

1.9 Adopt the 2017 – 2018 School District Budget –

BE IT RESOLVED that the South Brunswick Board of Education approve the School District Budget for the FY 2017 – 2018 for submission to the county office as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$134,393,525	\$105,761,383
Special Revenue Fund	\$2,710,595	-0-
Debt Service Fund	\$8,244,270	\$6,919,848
Total Base Budget	\$145,348,390	\$112,681,231

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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 of 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.

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A: 7G-31 amended, permit a Board of Education to establish and/or deposit into certain reserve accounts at year end and at budget time, and

WHEREAS, the funds in the capital reserve account shall be used to finance the District’s Long-Range Facilities Plan and the emergency Reserve Account be used to meet the increase in total health care costs greater than four percent.

THEREFORE BE IT RESOLVED that the South Brunswick Board of Education requests the approval of a capital reserve withdrawal of \$250,000. The district intends to utilize the funds for the following projects:

<u>School</u>	<u>Description</u>
Districtwide	Security Upgrades

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 for the sum of \$150,000.

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 an approved budget not later than May 12, 2017 for the purpose of county superintendent review.

1.10 Approve Student Field Trip Destinations – That the Board of Education approve the student field trip destinations as per the attached for the 2016 – 2017 and the 2017 – 2018 school years.

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1.11 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.

1.12 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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1.13 Approve Extension of Professional Services – 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:

VENDOR	SERVICE	Previous “Not to Exceed”	Increase Amount	New “Not to Exceed”
Learning Tree Multilingual	Bi-Lingual Evaluations	\$6750	\$4000	\$10,750
Dr. Lewis Millrod	Neurological Evaluations	\$1800	\$750	\$2550
Bayada Home Health Care, Inc.	Nursing Services	\$65,000	\$8,000	\$73,000

1.14 Approval of Competitive Contracting Process for Professional Development Services – That the Board of Education authorize the School Business Administrator to use competitive contracting for specialized goods or services (namely Professional Development 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:

- Learner Active Classrooms for Student Centered Learning
- Learner Active/Student Centered Classrooms for Secondary Inclusion Pairs (ICR/ICS)

2. PERSONNEL - Administration recommends that the following personnel items be approved:

2.1 Accept Resignations – That the Board of Education accept the following resignations:

A. Resignations

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Norella Abdelaziz	Teacher	Brooks Crossing / Monmouth Junction	06/30/17	04/21/17
Kailey Aiosa	Teacher	Crossroads South	06/30/17	05/01/17
Matthew Brady	Teacher	Crossroads North	06/30/17	04/25/17
Lauren Clark	Teacher	Greenbrook	06/30/17	04/20/17
Chaille Godinez	Teacher	Cambridge	06/30/17	05/01/17
Margo LaRocca	Teacher	Brunswick Acres	06/30/17	05/01/17
Alicia Marshall	Teacher	SBHS	06/30/17	04/25/17
Allyson Patterson	Teacher	Cambridge	06/30/17	04/20/17
Alicia Testa	Teacher	SBHS	06/30/17	05/01/17

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Alisia VanLierop	Teacher	Greenbrook	06/30/17	05/04/17
Anthony Vesuvio	Teacher	Crossroads North	06/30/17	04/28/17

B. For the Purpose of Retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Theresa Durando	Teacher	SBHS	09/30/17	04/21/17
Amrish Garg	Teacher	SBHS	06/30/17	04/19/17
Carol Rodek-Gray	Teacher	Brooks Crossing	06/30/17	04/19/17
Shari Silverman	Teacher	Greenbrook	06/30/17	05/01/17

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
Nadia Ansari	Teacher	Constable	09/15/17 thru 12/08/17	Unpaid Family Leave (FMLA)
Nadia Ansari	Teacher	Constable	12/09/17 thru 06/30/18	Unpaid Child-Rearing Leave
Tara Burniston	Teacher	SBHS	04/28/17 thru 05/23/17	Unpaid FMLA Leave
Karen Gordon	School Nurse	Greenbrook	04/27/17	Unpaid Intermittent FMLA
Peri Orlando	Teacher	SBHS	11/02/17 thru 02/02/18	Unpaid Family Leave (FMLA)
Peri Orlando	Teacher	SBHS	02/05/18 thru 06/30/18	Unpaid Child-Rearing Leave
Nancy Phillips	Teacher	Crossroads South	05/15/17	Unpaid Intermittent FMLA

2.3 Rescind Leave Request – That the following leave request be rescinded:

Name	Assignment	Location	Period of Leave	Type of Leave	Previously Approved
Nancy Phillips	Teacher	Crossroads South	05/16/17	Unpaid Intermittent FMLA	04/24/17

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2.4 Approve Appointment – That the Board of Education approve the following appointment:

Name	Assignment	Location	Salary	Reason for Vacancy	Effective Date
Miriam Major	Replacement School Psychologist	Brooks Crossing / Monmouth Junction	\$330.00 Per Diem	Vacant Budgeted Position	05/01/17 thru 06/30/17

2.5 Approve Re-Appointment of Non-Tenured Professional Personnel for the 2017 – 2018 School Year as per the attached – That the Board of Education approve the Re-Appointment of Non-Tenured Professional Personnel for the 2017 – 2018 school year as per the attached.

- A. Teachers Appointed to Second-Year Contracts
- B. Teachers Appointed to Third-Year Contracts
- C. Teachers Appointed to Fourth-Year Contracts
- D. Teachers Appointed to Fifth-Year Contracts

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

Name	Assignment - From	Assignment - To	Location - From	Location – To	Reason for Change	Effective Date
Eileen Cicero	Replacement Itinerant Secretary, Level III, 12-month	Power School Secretary, Level III, 12-month	District	Cambridge	Vacant Budgeted Position	05/15/17

2.7 Approve Appointment of Substitute Paraprofessional – That the Board of Education approve the following district substitute paraprofessional:

Name	Rate / Step	Effective Date
Sheetal Laud	\$11.50 (Step 1)	05/09/17

2.8 Approve Appointment of District Substitute – That the Board of Education approve the following district substitute:

Name	Rate	Effective Date
Bin Guo	\$150.00	04/27/17

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

Name	Assignment	Location	Effective Date	Date of Resignation Letter	Previously Approved
Theodora Vargas	Group Leader	Greenbrook	5/12/17	05/02/17	10/24/16

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

Name	Assignment – From	Assignment - To	Location - From	Location - To	Reason for Transfer	Effective Date
Nabila Atta	Group Leader Sub	Group Leader	Sub List	Cambridge	Staffing Needs	04/25/17