

**SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS**

**Monmouth Junction, New Jersey**

**A. APPROVAL - CONSENT AGENDA – January 22, 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 January 22, 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).

<b>Warrants dated:</b>	<b>January 22, 2018</b>	<b>\$5,562,575.01</b>
<b>Payroll</b>	<b>December 15, 2017</b>	<b>\$3,842,493.20</b>
	<b>December 29, 2017</b>	<b><u>\$3,910,459.02</u></b>
<b>Total for approved for payment</b>		<b><u>\$13,315,527.23</u></b>

**1.2 Approve Transfers** – upon the recommendation of the Superintendent of Schools that the Board of Education approve the transfers of budget appropriations between expenditure codes of the 2017 – 2018 Budget, as specified on the attached sheets, be hereby authorized.

**November 2017**

**1.3 Approve the Report of the Board Secretary** – upon the recommendation of the Superintendent of Schools that the attached Reports of the Board Secretary be approved: **Board Secretary’s Report for November 2017.**

**1.4 Approve Bank Reconciliation Statement** – upon the recommendation of the Superintendent of Schools that the Board of Education approve 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:

<b>Statement as of November 30, 2017</b>	<b>\$47,196,642.32</b>
--	------------------------

**Approval Consent Agenda - January 22, 2018**

**1.5 Award Educational Data Cooperative Bid** - upon recommendation of the Superintendent of Schools that the Board of Education award contracts as bid though the New Jersey Purchasing Cooperative Bid of 8/10/17, 26-EDCP received by the Educational Services Commission of Morris County B/E, Morris Plains, NJ as the lead agency for skilled trade time and material contracts for the period through November 30, 2018 for the vendors as listed on the attached sheets.

**1.6 Approve State Contract Vendors** - upon recommendation of the Superintendent of Schools that the Board of Education approve the attached updated list of State Contract Vendors as of 1/22/18:

**Authorizing Contracts with approved State Contract Vendors for Boards of Education pursuant to N.J.S.A. 18A:18A-10a -**

**WHEREAS**, the South Brunswick Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the South Brunswick Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the South Brunswick Board of Education intends to enter into contracts with State Contract Vendors including but not limited to those listed on the attachment through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

**RESOLVED**, the South Brunswick Board of Education authorizes the Purchasing Agent to purchase certain goods or services from approved New Jersey State Contract Vendors for the 2017 - 2018 school year pursuant to all conditions of the individual State contracts; and be it further

**RESOLVED**, that the South Brunswick Board of Education Business Administrator shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services.

**1.7 Approve Request for Disposal of Property** - upon recommendation of the Superintendent of Schools that the Board of Education approve the disposal of the following equipment:

Be it resolved that the Board of Education has identified the following equipment (lifts) as no longer safe, usable and of no value to the South Brunswick Board of Education and will be disposed of by district staff:

## Approval Consent Agenda - January 22, 2018

<u>Description</u>	<u>Make</u>	<u>Model</u>	<u>Serial Number</u>
PWP	Genie	PLC-24P	1462-3369
Push Around	JLG	AM-36	0900010267

**1.8 Approval of Competitive Contracting Process for Professional Development** – 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 professional development services) enumerated in section 45 of P.L. 1999, c, 440 (C.18A:18A-4.1) for the 2018 – 2019 school year. The use of this competitive procedure requires Board of Education approval as per 18A:18A-4.1 in the following subject areas:

- Learner Active Classrooms for Student Centered Learning

**1.9 Accept Donations and Approve Revised Budget** – upon recommendation of the Superintendent of Schools that the Board of Education accept the following donations and approve the revised budget for the 2017 – 2018 school year:

- from the South Brunswick School of Music in the amount of \$1,200.00 to be used at Greenbrook Elementary school to purchase instruments, parts, and new music
- from Cambridge Elementary School PTO in the amount of \$765.94 to be used to purchase items for recess and accessories related to the Bee Bot program.
- from Cambridge Elementary School PTO in the amount of \$813.95 to be used to purchase instructional support materials for small groups.

These donations will increase Miscellaneous Revenue by \$2,779.89 and the General Fund Appropriations by \$2,779.89.

**1.10 Approve Acceptance of Funds** – upon recommendation of the Superintendent of Schools that the Board of Education accept funds from the Education Foundation of South Brunswick Township in the amount of \$8,000 for the 2017 – 2018 Spark of Innovation Grant Program.

**1.11 Approve Increase of New Jersey Minimum Wage Hourly Rate** – upon recommendation of the Superintendent of Schools that the Board of Education approve the New Jersey minimum wage hourly rate from \$8.44 to \$8.60, effective January 1, 2018.

**1.12 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.

## Approval Consent Agenda – January 22, 2018

**1.13 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.

**1.14 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.

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

**2.1 Accept Resignation** – upon recommendation of the Superintendent of Schools that the Board of Education accept the following resignation:

**Approval Consent Agenda - January 22, 2018**

For the purpose of retirement

<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Effective Date</b>	<b>Date of Resignation Letter</b>
Patricia Bunnell	Supervisor of Transportation	Transportation Department	06/30/18	01/18/18
Margaret Sapiezynski	Paraprofessional	Transportation Department	04/01/18	01/04/18

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

A. Leave of Absence

<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Period of Leave</b>	<b>Type of Leave</b>
Henry Burnett	Custodian	Maintenance	12/20/17, 01/04/18, 01/05/18, 01/09/18, 01/11/18	Unpaid Intermittent FMLA
Vanessa Mendoker	Learning Disabilities Teacher Consultant	Greenbrook	06/19/18 thru 10/31/18	Unpaid Family Leave (FMLA)
Shereen Mirchandani	Teacher	Greenbrook	05/14/18 thru 06/30/18	Unpaid Child-Rearing Leave
Barbara Noguerras	Teacher	Indian Fields	01/22/18, 01/23/18	Unpaid Intermittent FMLA
Stefanie Shoro	Teacher	Crossroads South	05/30/18 thru 06/30/18	Unpaid Family Leave (FMLA)

B. Change in Leave of Absence

<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Leave - Change From</b>	<b>Leave - Change To</b>	<b>Type of Leave</b>	<b>Previously Approved</b>
Tatiana Medina-Concepcion	Teacher	District	02/05/18 thru 03/16/18	01/31/18 thru 03/16/18	Unpaid Family Leave (FMLA)	08/28/17

**2.3 Approve Appointment** – upon recommendation of the Superintendent of Schools that the Board of Education approve the following appointment:

## Approval Consent Agenda - January 22, 2018

### Non-Certificated

Name	Assignment	Location	Salary / Rate	Reason for Vacancy	Effective Date
Alexander Lasko	Technology Support Services Coordinator	District	\$52,000.00	Vacant Budgeted Position	01/09/18

**2.4 Approve Change in Assignment and Salary** - upon 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
Maryam Arnold	Bookkeeper I, Secretary, 12-month, Level III	Bookkeeper II (A/R), Secretary, 12-month, Level IV	Board Office	Board Office	\$45,598 (Step F)	\$47,091 (Step F)	Vacant Budgeted Position	01/08/18
Barbara Demetrician	Nurse/Secretary, Secretary, 10-month, Level IV	School Nurse	SBHS	Greenbrook	\$42,660 (Step J)	\$60,850 (BA, Step 8)	Vacant Budgeted Position	01/23/18

**2.5 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
Bharti Arora	Paraprofessional	Indian Fields	\$8,559.30 (\$13.85, Step 5i)	\$10,543.31 (\$13.85 (Step 5i)	Increase in Hours from 3.25 to 4.50 / Addition of CE Training Hours.	01/02/18 / 09/01/17
Donna Vannatta	Paraprofessional	Indian Fields	\$7,657.02 (\$12.39, Step 4)	\$8,084.48 (\$12.39, Step 4)	Increase in Hours from 3.25 to 3.50	01/02/18
Reena Agrawal	Paraprofessional	Constable / Indian Fields	\$3,239.73 (\$12.78, Step 1i)	\$7,993.89 (\$12.78, Step 1i)	Increase in Hours from 1.50 to 4.75 / Addition of CE Training Hours.	01/02/18 / 09/01/07
Catherine Ahimovic	Paraprofessional	Brunswick Acres / Indian Fields	\$11,020.91 (\$12.39, Step 4)	\$11,076.66 (\$12.39, Step 4)	Addition of CE Training Hours	09/01/17
Nabila Atta	Paraprofessional	Crossroads	\$7,2214.31	\$7,271.82	Addition of	09/18/17

Approval Consent Agenda - January 22, 2018

		North	(\$12.78, Step 1i)	(\$12.78, Step 1i)	CE Training Hours	
Cindy Beim	Paraprofessional	Brunswick Acres / Greenbrook	\$11,967.31 (\$13.39, Step 4i)	\$12,027.57 (\$13.39, Step 4i)	Addition of CE Training Hours	09/01/17
Roseanne Berger	Paraprofessional	SBHS / Constable	\$27,487.01 (\$18.25/\$19.25, Step 12L/12LA)	\$27,569.13 (\$18.25/\$19.25, Step 12L/12LA)	Addition of CE Training Hours	09/01/17
Ariene Byrd	Paraprofessional	Brooks Crossing	\$8,577.38 (\$12.85, Step 5)	\$8,635.20 (\$12.85, Step 5)	Addition of CE Training Hours	09/01/17
Inas Damir	Paraprofessional	North / South	\$25,310.64 (\$19.41, Step 14L)	\$25,397.99 (\$19.41, Step 14L)	Addition of CE Training Hours	09/01/17
Staci Ellison	Paraprofessional	Constable / Greenbrook / Monmouth Junction	\$32,700.00 (\$21.44/\$22.19, Step 18L/18LL)	\$32,800.56 (\$21.44/\$22.19, Step 18L/18LL)	Addition of CE Training Hours	09/01/17
Belinda Epps	Paraprofessional	Deans / Cambridge	\$14,988.81 (\$18.25, Step 12L)	\$15,070.94 (\$18.25, Step 12L)	Addition of CE Training Hours	09/01/17
Nichet Epps	Paraprofessional	Greenbrook / North	\$9,845.14 (\$11.78, Step 1)	\$9,898.15 (\$11.78, Step 1)	Addition of CE Training Hours	09/18/17
Jo-Ann Fiorino	Paraprofessional	Brunswick Acres / Constable	\$10,528.38 (\$11.78, Step 1)	\$10,581.39 (\$11.78, Step 1)	Addition of CE Training Hours	09/01/17
Jeanette Garcia	Paraprofessional	Cambridge / Monmouth Junction	\$15,247.55 (\$17.97, Step 10Li)	\$15,328.41 (\$17.97, Step 10Li)	Addition of CE Training Hours	09/01/17
Kiara Gibson	Paraprofessional	Greenbrook	\$4,332.42 (\$12.78, Step 1i)	\$4,389.93 (\$12.78, Step 1i)	Addition of CE Training Hours	12/18/17

## Approval Consent Agenda - January 22, 2018

Mersula Giraudel	Paraprofessional	Greenbrook	\$10,176.32 (\$12.98, Step 2i)	\$10,234.73 (\$12.98, Step 2i)	Addition of CE Training Hours	09/01/17
Deepa Hathiramani	Paraprofessional	Greenbrook	\$9,783.59 (\$12.18, Step 3)	\$9,838.40 (\$12.18, Step 3)	Addition of CE Training Hours	09/01/17
Mary Jones	Paraprofessional	Cambridge	\$4,409.16 (\$12.18, Step 3)	\$4,463.97 (\$12.18, Step 3)	Addition of CE Training Hours	09/01/17
Amanda Kestyus	Paraprofessional	Deans / Greenbrook / Constable	\$19,070.29 (\$16.86, Step 8Li)	\$19,146.16 (\$16.86, Step 8Li)	Addition of CE Training Hours	09/01/17
Kimberly Knapp	Paraprofessional	Brooks Crossing / Constable	\$25,394.88 (\$18.25, Step 12L)	\$25,477.00 (\$18.25, Step 12L)	Addition of CE Training Hours	09/01/17
Sharon Kohutanycz	Paraprofessional	Brooks Crossing / Brunswick Acres	\$11,221.70 (\$14.35, Step 6i)	\$11,286.28 (\$14.35, Step 6i)	Addition of CE Training Hours	09/01/17
Anna Kosa	Paraprofessional	Cambridge / Greenbrook / Indian Fields	\$23,165.84 (\$19.41, Step 14L)	\$23,253.18 (\$19.41, Step 14L)	Addition of CE Training Hours	09/01/17
Diana Kwiatkowski	Paraprofessional	Brunswick Acres	\$30,625.81 (\$22.81, Step 19LL)	\$30,728.46 (\$22.81, Step 19LL)	Addition of CE Training Hours	09/01/17
Katrina Lease	Paraprofessional	Greenbrook	\$3,819.37 (\$12.98, Step 2i)	\$3,877.78 (\$12.98, Step 2i)	Addition of CE Training Hours	09/01/17
Marcy Lerner	Paraprofessional	Brooks Crossing	\$21,224.71 (\$22.81, Step 19LL)	\$21,327.35 (\$22.81, Step 19LL)	Addition of CE Training Hours	09/01/17
Elizabeth Lysaght	Paraprofessional	Cambridge	\$6,366.69 (\$12.98, Step 2i)	\$6,425.10 (\$12.98, Step 2i)	Addition of CE Training Hours	09/01/17
Lilabati Majumdar	Paraprofessional	Brunswick Acres	\$10,430.56 (\$21.44, Step 18L)	\$10,527.04 (\$21.44, Step 18L)	Addition of CE Training Hours	09/01/17
Hend Mikhail	Paraprofessional	Indian Fields	\$9,104.23 (\$12.85, Step 5)	\$9,162.05 (\$12.85, Step 5)	Addition of CE Training Hours	09/01/17
Nia Nanton	Paraprofessional	Indian Fields	\$3,841.48 (\$12.78, Step 1i)	\$3,898.99 (\$12.78, step 1i)	Addition of CE Training Hours	09/01/17
Jill Ostman	Paraprofessional	Constable	\$10,159.08 (\$20.41, Step 14Li)	\$10,250.92 (\$20.41, Step 14Li)	Addition of CE Training Hours	09/01/17



Approval Consent Agenda - January 22, 2018

Chandan Patel	Paraprofessional	Brooks Crossing / Deans	\$24,030.68 (\$19.88, Step 13Li)	\$24,120.14 (\$19.88, Step 13Li)	Addition of CE Training Hours	09/01/17
Sejal Patel	Paraprofessional	Brunswick Acres	\$4,847.47 (\$11.78, Step 1)	\$4,900.48 (\$11.78, Step 1)	Addition of CE Training Hours	09/01/17
Karen Piemonte	Paraprofessional	Constable / Dayton	\$16,762.85 (\$21.32, Step 16Li)	\$16,858.79 (\$21.32, Step 16Li)	Addition of CE Training Hours	09/01/17
Carol Poppy	Paraprofessional	Brunswick Acres / Constable	\$23,878.40 (\$21.32, Step 16Li)	\$23,974.34 (\$21.32, Step 16Li)	Addition of CE Training Hours	09/01/17
Sanjatha Regulapati	Paraprofessional	Monmouth Junction	\$9,364.12 (\$17.61, Step 11L)	\$9,443.36 (\$17.61, Step 11L)	Addition of CE Training Hours	09/01/17
Pascual Rivera	Paraprofessional	Crossroads North	\$7,752.59 (\$14.35, Step 6i)	\$7,817.16 (\$14.35, Step 6i)	Addition of CE Training Hours	09/01/17
Diane Romatowski	Paraprofessional	Cambridge	\$27,397.20 (\$22.81, Step 19LL)	\$27,499.85 (\$22.81, Step 19LL)	Addition of CE Training Hours	09/01/17
Mary Ann Rowe	Paraprofessional	Cambridge	\$24,674.72 (\$22.81, Step 19LL)	\$24,777.36 (\$22.81, Step 19LL)	Addition of CE Training Hours	09/01/17
Nisha Shah	Paraprofessional	Brooks Crossing / Greenbrook	\$20,368.65 (\$18.61, Step 11Li)	\$20,452.39 (\$18.61, Step 11Li)	Addition of CE Training Hours	09/01/17
Hemlata Shah	Paraprofessional	Cambridge / Dayton	\$26,262.43 (\$23.81, Step 19LLi)	\$26,369.58 (\$23.81, Step 19LLi)	Addition of CE Training Hours	09/01/17
Shilpa A. Shah	Paraprofessional	Monmouth Junction	\$11,988.17 (\$12.18, Step 3)	\$12,042.98 (\$12.18, Step 3)	Addition of CE Training Hours	09/01/17

**Approval Consent Agenda - January 22, 2018**

Ann Smoke	Paraprofessional	Monmouth Junction	\$31,741.31 (\$23.19 Step 18LLi)	\$31,845.67 (\$23.19, Step 18LLi)	Addition of CE Training Hours	09/01/17
Shubna Srikantamurthy	Paraprofessional	Constable	\$6,139.75 (\$11.98, Step 2)	\$6,193.66 (\$11.98, Step 2)	Addition of CE Training Hours	09/18/17
Bridget Troccoli	Paraprofessional	Brunswick Acres	\$25,629.86 (\$20.41, Step 14Li)	\$25,721.70 (\$20.41, Step 14Li)	Addition of CE Training Hours	09/01/17

**2.6 Approve Change in Location** - upon 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
Thomas Grier	Behavior Technician	Crossroads South	Greenbrook	Meet IEP Needs	10/18/17
Brianna Rollocks	Behavior Technician	Crossroads South	Dayton	Meet IEP Needs	01/16/18

**2.7 Approve Adjustment in F.T.E.** – upon recommendation of the Superintendent of Schools that the Board of Education approve the following adjustment in F.T.E:

Name	Assignment	F.T.E. - From	F.T.E. - To	Effective Date
Sandra Burghgraef-Fehte	Assistant Principal	.5 Greenbrook / .5 Cambridge	.6 Greenbrook / .4 Cambridge	09/01/16

**2.8 Approve Extracurricular Appointment - SBHS** - upon recommendation of the Superintendent of Schools that the Board of Education approve the following appointment for Extracurricular appointment at SBHS:

Name	Assignment	Stipend	Effective Date
LaMonte Forthun	Assistant Coach - Baseball	\$5,541.00	2017-2018

**Approval Consent Agenda – January 22, 2018**

**2.8 Rescind Extracurricular Appointment - SBHS** - upon recommendation of the Superintendent of Schools that the Board of Education approve the rescinding of the following appointment for Extracurricular at SBHS:

Name	Assignment	Effective Date	Previously Approved
Robert Masterton	Head Coach - Boys' Spring Track & Field	01/22/18	06/19/17

**2.9 Approve Job Description** – upon recommendation of the Superintendent of Schools that the Board of Education approve the following job description:

Title	Effective Date
Transportation Assistant Supervisor	01/22/18

**2.10 Approve Community Education Before/After School Substitute Staff – Voucher** - upon the recommendation of the Superintendent of Schools that the Board of Education approve the following Community Education Before/After School Substitute Staff – Voucher:

Name	Assignment	Location	Voucher Rate	Effective Date
Kelly Muha	High School Intern	District	\$8.60	01/23/18

**2.11 Accept Community Education Resignation** – upon recommendation of the Superintendent of Schools that the Board of Education accept the following Community Education resignations:

Name	Assignment	Location	Rate / Step	Date of Letter	Effective Date
Susan Cooper	Group Leader	Constable	\$12.78 (Step 1i)	01/09/18	01/19/18
Jerod Ebram	Group Leader	Cambridge	\$13.18 (Step 3i)	01/12/18	01/26/18

Approval Consent Agenda - January 22, 2018

**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:

Name	Assignment	Location - From	Location - To	Reason for Change	Effective Date
Anna Beier	Group Leader	Sub List	Constable	Staffing Needs	01/22/18
Morgan Rybinski	Group Leader	Sub List	Crossroads North	Staffing Needs	01/22/18