

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS
Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – April 24, 2017

1 BUSINESS/BOARD

Administration recommends that the following items be approved:

1.1 Approval of Expenditures - That the warrant list dated April 24, 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:	April 24, 2017	\$4,100,597.30
Payroll	March 15, 2017	\$3,815,602.02
	March 30, 2017	<u>\$3,809,074.42</u>
Total for approved for payment		<u>\$11,725,273.74</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.

February 2017

1.3 Approve the Report of the Board Secretary – That the attached Reports of the Board Secretary be approved:

Board Secretary's Report for February 2017

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 February 28, 2017	\$37,240,161.22
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1.5 Rescind of Awards for Bid 2016 -18 – That the awards for Asbestos Abatement and Boiler Demolition, Bid 2016 – 18, approved on March 20, 2017, be rescinded. The Board of Education wants to revise the specifications for the goods or services.

<u>Vendor</u>	<u>Amount</u>
Unicorn Contracting Corp., Woodland Park, NJ	
Monmouth Junction	\$32,300.00
Constable (w/asbestos)	\$34,600.00
Constable (non-asbestos demolition)	\$30,900.00
 Amax Contracting, LLC,	
Crossroads South	\$60,000.00

1.6 Approve Public Sale of Property – That the Board of Education approve the following public sale :

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 public sale:

<u>VIN Number</u>	<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Odometer</u>
IFAHP3F26CL460376	2012	Ford	Focus SE	14,720

1.7 Approve an Increase in Not-to-Exceed Authorization – That the Board of Education approve an increase in the expenditure amount for Allied Fire & Safety Equipment Co., Inc., of Neptune, NJ as awarded through Bid 2016-04 for Time and Materials Fire Alarm Inspection, Maintenance and Monitoring to \$90,000 for the 2016 – 2017 school year.

1.8 Accept Donation – That the Board of Education accept a donation from Cambridge School PTO in the amount of \$339.25. This donation is for additional costs associated with the installation of playground equipment and bench and additional costs associated with the purchase of the IW2 Wireless Interactive Whiteboard System. This donation will increase Miscellaneous Revenue by \$339.25 and the General Fund Appropriations by \$339.25.

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1.9 Approve Extension in Professional Services – That the Board of Education approve the extension of the following professional services for the 2016 – 2017 school year. These services are necessary for students eligible for special education and related services.

<u>Vendor</u>	<u>Service</u>	<u>Previous “Not to Exceed”</u>	<u>Increase Amount</u>	<u>New “Not to Exceed”</u>
Daytop Village of NJ Inc	Home Instruction	\$10,000	\$8,000	\$18,000
Professional Education Services, Inc.	Home Instruction	\$10,000	\$8,000	\$18,000
Kendall Park Learning Ctr.	Home	\$9,000	\$6,500	\$15,500

1.10 Approve Out-Of-District Placements - That the Board of Education approve the special education students whose initials appear on the attached sheets to be sent to the schools indicated for the 2016 – 2017 school year with tuition and transportation costs paid by the South Brunswick Township School District.

1.11 Approve Affirmative Action Officer – That the Board of Education approve Jennifer Diszler, Director of Programs and Professional Development as the Affirmative Action Officer for the 2016 – 2017 school year.

1.12 Approve Membership – New Jersey State Interscholastic Athlete Association (NJSIAA) –

That the Board of Education of School District No. 4860 County of Middlesex State of New Jersey, as provided in Chapter 172 Laws 1979 (N.J.S.A. 18A:11-3, et seq.) herewith enrolls South Brunswick High School as a member of the New Jersey State Interscholastic Athletic Association (NJSIAA) to participate in the approved interschool athletic program sponsored by NJSIAA for the 2017 – 2018 school year.

This resolution to continue in effect or until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. Pursuant to N.J.S.A. 18A:11-3 in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by the Constitution Bylaws and Rules and Regulations of the NJSIAA.

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1.13 Approve Resolution for Participation in Coordinated Transportation – That the Board of Education approve the attached resolution for participation in coordinated transportation between the South Brunswick Board of Education and the Educational Services Commission of New Jersey for the 2017 – 2018 school year.

1.14 Approve School District Calendar – That the Board of Education approve the attached school district calendar for the 2017 – 2018 school year.

1.15 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.

1.16 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.

1.17 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

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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.

1.18 Approve Extension of Employment Contract for Interim Superintendent – That the Board of Education approve the extension of the employment contract for Interim Superintendent of Schools, Dr. Gary P. McCartney, for the period May 24, 2017 through June 30, 2017.

This contract extension has been approved by Yasmin E. Hernandez-Manno, M.Ed., Interim Executive County Superintendent, Middlesex County Office of Education and determined that the provisions of the contract are in compliance with laws and regulations.

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

2.1 Accept Resignation That the Board of Education accept the following resignations:

A. Resignations

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Lori Hluchy	Teacher	Greenbrook	06/30/17	03/30/17
Margo LaRocca	Teacher	Brunswick Acres	06/30/17	03/29/17
Nirali Patel	Teacher	SBHS	06/30/17	04/17/17
Kimberly Powers	Teacher	Brunswick Acres	06/30/17	04/17/17
Jo Ann Rytel	Learning Disabilities Teacher/Consultant	SBHS	06/30/17	03/31/17
Danielle Sweeney	Teacher	Brunswick Acres	06/30/17	03/28/17

B. For the Purpose of Retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Christine Karas	Bus Driver	Transportation	07/01/17	03/29/17
Nancy Roberts	Supervisor of Language Arts and Social Studies	Crossroads	07/01/17	03/30/17
Donald Sweeney	Teacher	Indian Fields	07/01/17	03/30/17
Deborah Vajda	Secretary	Brunswick Acres	08/01/17	04/06/17

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2.2 Approve Leave of Absence – That the Board of Education approve the following leave of absence:

Name	Assignment	Location	Period of Leave	Type of Leave
Henry Burnett	Custodian	Maintenance	04/03/17, 04/05/17	Unpaid Intermittent FMLA
Mary Ellen Gogolin	Paraprofessional	Crossroads North	05/24/17 thru 06/01/17	Unpaid FMLA
Karen Gordon	School Nurse	SBHS	03/29/17	Unpaid Intermittent FMLA
Nancy Phillips	Teacher	Crossroads South	04/26/17, 05/16/17	Unpaid Intermittent FMLA

2.3 Rescind Leave of Absence – That the following leave of absence be rescinded:

Name	Assignment	Location	Period of Leave	Type of Leave	Previously Approved
Inas Damir	Paraprofessional	Crossroads North and South	03/17/17 thru 05/05/17	Unpaid FMLA	04/03/17

2.4 Approve Change in Leave – That the Board of Education approve the following 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 05/19/17	05/01/17 thru 06/09/17	Unpaid Family Leave (FMLA)	02/21/17
Sarah Thornton	Teacher	Constable	04/10/17 thru 06/30/17	05/08/17 thru 06/30/17	Unpaid Family Leave (FMLA)	11/21/16
Melba Vignets-Torres	Teacher	Constable	05/11/17 thru 10/06/17	05/23/17 thru 06/30/17	Unpaid Family Leave (FMLA)	02/06/17

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

Non-Certificated

Name	Assignment	Location	Salary / Step	Reason for Vacancy	Effective Date
Daerelle Beyrouy-Appleby	Paraprofessional	Monmouth Junction	\$1,035.00 (\$11.50, Step 1)	Vacant Budgeted Position	04/18/17
Timothy McKiernan	HVAC Mechanic	Maintenance	\$54,329.00 (Step 10)	Vacant Budgeted Position	04/25/17
James Torres	HVAC Mechanic	Maintenance	\$47,104.00 (Step 6)	Vacant Budgeted Position	04/25/17

2.6 Approve Change in Assignment and Salary – That the Board of Education approve the following change in salary:

Name	Assignment – From	Assignment - To	Location – From	Location - To	Salary - From	Salary - To	Reason for Change	Effective Date
Cheryl Goldstein	Para-professional	Bookkeeper II (Payroll), Secretary Level IV, 12-month	Crossroads North	Board Office	\$17,652.56 (\$16.78, Step 9Li)	\$44,990 (Step C)	Vacant Budgeted Position	04/20/17

2.7 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
Paul Arena	Custodian	Crossroads South	\$41,204.00 (Step 3)	\$41,704.00 (Step 3)	Addition of Stipend	04/17/17
Felicia Carroll	Bus Driver	Transportation	\$13,021.22 (\$18.81, Step 4*)	\$13,839.46 (\$18.81, Step 4*)	Increase in Hours	03/22/17
Leah Carson	Teacher	Greenbrook	\$81,537.00 (MA, Step 15a)	\$81,847.00 (MA, Step 15a)	Addition of Stipend	02/03/17

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Staci Ellison	Para-professional	Constable / Greenbrook / Monmouth Junction	\$31,855.19 (\$20.75, Step 18L)	\$32,467.31 (\$20.75, Step 18L)	Increase in Hours	03/23/17
Jennifer Gibbons	Para-professional	Constable	\$25,117.36 (\$20.78, Step 16Li)	\$25,730.37 (\$20.78, Step 16Li)	Increase in Hours	03/23/17
April Gonzalez	Principal	Indian Fields	\$130,500.00	\$131,500.00	Addition of Stipend	03/29/17
Sylvia Ulshafer	Paraprofessional	Brooks Crossing / Transportation	\$28,845.52 (\$23.61, Step 20LLi)	\$29,872.55 (\$23.61, Step 20LLi)	Increase in Hours	03/22/17
Lori Woods	Teacher	Greenbrook	\$88,680.00 (BA+30, Step 16e)	\$88,370.00 (BA+30, Step 16e)	Adjustment to Stipend	02/02/17

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

Name	Assignment	Location - From	Location - To	Reason for Change	Effective Date
Grace Biondo	Paraprofessional	Greenbrook	Cambridge	IEP Driven Position	04/03/17 thru 06/30/17

2.9 Approve Cleaner to Custodian – 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
Keith Stryker	Cleaner	Custodian	Brunswick Acres	\$32,115.00 (Step 3)	\$41,004.00 (Step 1)	Contractual Agreement	03/18/17

2.10 Approve Change in Rate and Step – That the Board of Education approve the following change in rate and step for the following substitute paraprofessional:

Name	Rate / Step - From	Rate / Step - To	Reason for Change	Effective Date
Ameet Randhawa	\$11.70 (Step 2)	\$12.70 (Step 2i)	Addition of Degree Incentive	03/06/17

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2.11 Approve District Substitute Paraprofessional – That the Board of Education approve the following district substitute professional:

Name	Rate	Effective Date
Bharti Arora	\$13.31 (Step 5i)	04/25/17

2.12 Approve ESY Coordinator – That the Board of Education approve the following ESY Coordinator:

Name	Location	Vouchered Stipend	Effective Date
Emily Wright	District	\$6,500.00	06/26/17 thru 07/28/17

2.13 Approve Extension of Child-Rearing Leaves of Absence – That the Board of Education approve the extension of the following unpaid child-rearing leaves of absences for the 2017 – 2018 school year:

Name	Assignment	Location
Lauren Bierman	Teacher	Brooks Crossing
Heather Hamed	School Psychologist	Brooks Crossing / Monmouth Junction
Elizabeth Hayston	Teacher	SBHS
Elizabeth Kozack	Teacher	Constable
Alison Miller	Teacher	SBHS
Hannah Pai	Teacher	Brooks Crossing
Regina Whitlock	Teacher	Brooks Crossing
Megan Witcoskie	Teacher	Constable

2.14 Accept Community Education Resignation – That the Board of Education accept the following Community Education high school intern resignation:

Name	Assignment	Location	Effective Date	Date of Resignation Letter	Previously Approved
Aagmya Singh	Substitute	District	04/17/17	04/17/17	08/29/16

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

Name	Assignment	Location	Voucher Hourly Rate	Effective Date
Kiran Javvaji	Counselor - Tennis	Crossroads / SBHS	\$27.00	05/06/17

2.16 Approve Community Education – High School Intern – That the Board of Education approve the following Community Education high school interns:

Name	Assignment	Location	Voucher Hourly Rate	Effective Date
Anisha Javvaji	Jr. Counselor – Tennis	Crossroads / SBHS	\$8.44	05/06/17
Derek K. Tang	Jr. Counselor – Tennis	Crossroads / SBHS	\$8.44	05/06/17

2.17 Approve Community Education High School Volunteer – That the Board of Education approve Community Education high school volunteer:

Name	Assignment	Location	Voucher Hourly Rate	Effective Date
Tiffany Xu	Jr. Counselor – Tennis	Crossroads / SBHS	\$0.00	05/06/17
Raagini Kamdaswamy	Jr. Counselor – Tennis	Crossroads / SBHS	\$0.00	05/06/17