

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS

Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – October 9, 2017

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 October 9, 2017, 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:	October 9, 2017	\$2,825,527.14
Total for approved for payment		<u>\$2,825,527.13</u>

1.2 Record/Award Bids & Reject Bids -

A. Upon the recommendation of the Superintendent of Schools that the Board of Education approve the recording of the bids for Spring Athletic Supplies and Clothing, Bid No. 2017 – 18, opened on September 19, 2017, as per the following:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Aluminum Athletic Equipment Co. Royersford, PA	4	\$1,813.00
BSN Sports Jenkintown, PA	73	\$25,191.28
Kelly's Sports LTD West Chester, PA	61	\$30,814.75
Metuchen Center Inc. Sayreville, NJ	28	\$17,909.05
MFAC, LLC West Warwick, RI	9	\$1,308.80
Pyramid School Products Tampa, Fl	12	\$6,827.96

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Riddell/All American North Ridgeville, OH	19	\$6,557.52
Stan's Sport Center Hoboken, NJ	19	\$12,710.35
Triple Crown Sports Inc. Old Bridge, NJ	61	\$16,682.28

Upon the recommendation of the Superintendent of Schools that the Board of Education approve the award of the bids for Spring Athletic Supplies and Clothing, Bid No. 2017 - 18, opened on September 19, 2017, as per the following:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
BSN Sports Jenkintown, PA	46	\$10,748.53
Kelly's Sports LTD West Chester, PA	9	\$6,413.90
Metuchen Center Inc. Sayreville, NJ	1	\$165.30
MFAC, LLC West Warwick, RI	3	\$434.00
Pyramid School Products Tampa, FL	5	\$2,862.18
Riddell/All American North Ridgeville, OH	4	\$2,247.41
Stan's Sport Center Hoboken, NJ	4	\$1,505.45
Triple Crown Sports Inc. Old Bridge, NJ	21	\$6,022.40

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B. Upon the recommendation of the Superintendent of Schools that the Board of Education reject the bids for Spring Athletic Supplies and Clothing, Bid No. 2017 – 18, opened on September 19, 2017, as per the following:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Pyramid School Products Tampa, FL	1	\$750.00
Stan’s Sport Center Hoboken, NJ	1	\$855.00

Item SB6 is rejected for being non-responsive to the specifications.

1.3 Approve Disposal of Property – upon the recommendation of the Superintendent of School 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 disposal by public sale.

<u>Vin</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Odometer</u>
1HVBRAAN72A919922	2002	AME	Int. 54 Passenger Bus	153,290
1HVBRAAN02A919924	2002	AME	Int. 54 Passenger Bus	206,036
1HVBRAAN22A919925	2002	AME	Int. 54 Passenger Bus	187,560
1HVBRAAN92A919923	2002	AME	Int. 54 Passenger Bus	185,802

1.4 Approve Renewal of Internet Services – upon the recommendation of the Superintendent of Schools that the Board of Education per the provisions of 18A:18A-42 renew the contract as originally awarded through bid 2013 – 15 Internet Services retroactively from July 1, 2017 through June 30, 2018.

Comcast Business Communications, LLC Philadelphia, PA	Monthly Service \$29,295.00
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1.5 Approve Change Order – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following change order #001 to GBI Inc., dba Thermal Piping of Wrightstown, NJ for Bid 2016 – 23 HVAC Upgrades – ESIP Project originally recommend by DCO Energy, LLC, the Energy Services Company for the ESIP Project on May 22, 2017.

Original Contract	\$3,434,000
Change Order # 1	<u>\$7,320.73</u>
New Contract Amount	<u>\$3,441,320.73</u>

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WHEREAS, on June 19, 2017, the South Brunswick Board of Education awarded Bid 2016-27 Asbestos Abatement and Boiler Demolition to MTM Metro Corp. of Paterson, NJ in the amount of \$51,000 for the Crossroads South portion of the bid.

WHEREAS, on October 3, 2017, an agreement was reached between the South Brunswick Board of Education and MTM Metro Corp. for their inability to perform the stack portion of the scope of work as required by the bid specifications and Contract.

THEREFORE, BE IT RESOLVED that the South Brunswick Board of Education will deduct \$13,000 from MTM’s final payment under the contract, approve Change Order #001 to GBI Inc., dba Thermal Piping to complete the stack work, and the District will refund any difference between the cost of the removal and the deducted amount to MTM.

1.6 Approve Interlocal Services Agreement between the Township of South Brunswick and the South Brunswick Board of Education – upon the recommendation of the Superintendent of Schools that the Board of Education approve the attached Interlocal Services Agreement between the Township of South Brunswick and the South Brunswick Board of Education for funding of the School Resource Officer Program in the amount of \$310,000 for the 2017 – 2018 school year.

1.7 Accept Donation and Approve Revised Budget – upon the recommendation of the Superintendent of Schools that the Board of Education accept a donation from Cambridge Elementary School PTO in the amount of \$4,288.18 to be used towards the purchase of Scholastic News Magazines, Time for Kids Magazines, and the agendas.

1.8 Approve Contracted Services – Social Skills Therapy - upon the recommendation of the Superintendent that the Board of Education approve the attached proposal for social skills therapy contracted services. The therapy session for social skills will be billed at the rate of \$148 per session or \$118 per group session. The cost of these services will not exceed \$9,074.00.

1.9 Approve Itinerant Contracted Services - Hearing Loss - upon the recommendation of the Superintendent that the Board of Education approve the attached proposal for Itinerant Services for children with hearing loss. The itinerant services will be billed at the rate of \$142 per hour. The cost of these services will not exceed \$27,000.

1.10 Approve Proposal for Consultant Services – upon the recommendation of the Superintendent that the Board of Education approve the attached proposal to provide consultation services to department heads and administration to discuss alterations to the curriculum and an overview of including students with disabilities. The consultation is billable at a rate of \$150 per hour for a maximum of ten hours. These services will not exceed the cost of \$2,500.00.

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1.11 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.

1.12 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.

1.13 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.

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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
Bindu Goel	Paraprofessional	Indian Fields	09/26/17	09/26/17

B. For the Purpose of Retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Faith Miller	Paraprofessional	Indian Fields	01/01/18	09/25/17

2.2 Approve Change in Dates for Administrative Leave of Absence – upon the recommendation of the Superintendent of Schools that the Board of Education approve the change in dates for the administrative leave of absence for the individual listed on the attached sheet.

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
Barbara Noguerras	Teacher	Indian Fields	10/03/17	Unpaid Intermittent FMLA
Rebecca Rumen	Teacher	SBHS	03/21/18 thru 06/15/18	Unpaid Family Leave (FMLA)
Rebecca Rumen	Teacher	SBHS	06/18/18 thru 06/30/18	Unpaid Child-Rearing Leave

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Keisha Spencer	Teacher	SBHS	01/17/18 thru 04/13/18	Unpaid Family Leave (FMLA)
Keisha Spencer	Teacher	SBHS	04/16/18 thru 06/30/18	Unpaid Child- Rearing Leave

B. Change in Leaves

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave	Previously Approved
David Castaldo	Teacher	Crossroads North	10/30/17 to 12/08/17	11/27/17 to 12/22/17	Unpaid Family Leave (FMLA)	07/24/17

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 / Step	Reason for Vacancy	Effective Date
Reena Agrawal	Paraprofessional	Constable	\$3,239.73 (\$12.78, Step 1i)	Vacant Budgeted Position	09/28/17
Christine Kent- Sharma	Bookkeeper II (A/R), Secretary 12- month, Level IV	Board Office	\$46,516.00 (Step D)	Vacant Budgeted Position	10/02/17

2.5 Approve Change in Rate – upon the recommendation of the Superintendent of Schools that the Board of Education approve the change in rate for the following:

Name	Assignment	Location	Rate - From	Rate - To	Reason for Change	Effective Date	Previously Approved
Adele Blunnie	Paraprofessional	Greenbrook	\$19.35 (Step 15Li)	\$20.85 (Step 15Li)	Adjustment	09/01/17	09/11/17

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2.6 Approve Change in Salary – upon the 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
Staci Ellison	Para - professional	Constable/ Greenbrook/ Monmouth Junction	\$32,472.14 (\$22.19, Step 18LL)	\$32,700.70 (\$22.19, Step 18LL)	Adjustment in Longevity and Hours	09/01/17
Eugene Hutmaker	Para- professional	SBHS	\$19,571.42 (\$17.37, Step 9Li)	\$21,221.80 (\$17.37, Step 9Li)	Adjustment in Longevity	09/01/17
Amanda Kestyus	Para- professional	Deans	\$16,340.13 (\$16.86, Step 8Li)	\$19,070.29 (\$16.86, Step 8Li)	Correction in Salary	09/01/17
Robin Kieff	Teacher	Crossroads North / SBHS	\$64,970.00 (MA, Step 9)	\$64,330.00 (BA+30, Step 9)	Change in Degree Status	09/12/17
Nia Nanton	Para- professional	Indian Fields	\$12,704.79 (\$12.78, Step 1i)	\$3,841.48 (\$12.78, Step 1i)	Correction in Salary	09/01/17
Mary Ann Rowe	Para- professional	Cambridge	\$15,385.35 (\$22.81, Step 19LL)	\$24,674.72 (\$22.81, Step 19LL)	Adjustment in Salary	09/01/17

2.7 Approve Change in Degree Status – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following change in degree status:

Name	Degree From	Degree To	Step	Salary From	Salary To	Effective Date
Richa Agrawal	BA+15	MA	6	\$60,790.00	\$62,970.00	09/01/17
Jennifer Bischoff	BA+30	MA	11	\$68,150.00	\$68,790.00	09/01/17
Heidi Henning	BA+30	MA	7	\$62,330.00	\$62,970.00	09/01/17
Jaime Levinson	MA	MA+15	9	\$64,970.00	\$66,700.00	09/01/17
Lauren Morris	MA+15	MA+30	13	\$79,976.00	\$81,586.00	09/01/17
Michelle Morris	BA	BA+30	3	\$56,850.00	\$59,330.00	09/01/17
Justin Negraval	MA+30	DOC	13	\$77,020.00	\$78,640.00	09/01/17
Shaun Ruymen	BA	MA	14	\$78,622.00	\$81,742.00	09/01/17
Samantha Saldanha- Kuncharam	MA	MA+15	14	\$77,176.00	\$78,906.00	09/01/17
Robert Spadafora	MA+15	MA+30	7	\$64,700.00	\$66,310.00	09/01/17
Jessica Steele	BA	MA	7	\$59,850.00	\$62,970.00	09/01/17
Christina Sylvester	BA+15	MA	9	\$62,790.00	\$64,970.00	09/01/17

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Emily Wright	MA	MA+15	4	\$60,970.00	\$62,700.00	09/01/17
Kelli Zicha	BA+30	MA	11	\$68,150.00	\$68,790.00	09/01/17

2.8 Rescind Extracurricular Appointment – upon the recommendation of the Superintendent of Schools that the Board of Education rescind the following extracurricular appointment:

Name	Assignment	Location	Effective Date	Previously Approved
Nicholas Gazzale	Assistant Coach - Boys' Lacrosse	SBHS	09/01/17	06/19/17

2.9 Approve Establishment of Salaries – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following establishment of salaries for the 2017 – 2018 school year:

Name	Assignment	Location	Salary	Effective Date
Bindu Goel	Paraprofessional	Indian Fields	\$11,013.53 (\$12.98, Step 2i)	09/01/17
Krista Kelly	Fourth Grade Teacher	Brooks Crossing	\$57,850.00 (BA, Step 4)	09/01/17
Samantha Olcott	Fourth Grade Teacher	Greenbrook	\$60,970.00 (MA, Step 4)	09/01/17
Yasmin Ulloa	First Grade Teacher	Brunswick Acres	\$58,970.00 (MA, Step 2)	09/01/17

2.10 Approve Community Education Change in Location – upon the 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
Marc Berran	HS Intern Sub	District	Cambridge	Staffing needs	10/03/17
Julia Karl	HS Intern Sub	District	Cambridge	Staffing needs	10/05/17

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2.11 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 before/after school substitute vouchered staff:

Name	Assignment	Location	Rate / Step	Effective Date
Sravanthi Ganga	Group Leader Sub	District- Before School	\$12.78 (Step 1i)	09/26/17

2.12 Approve Community Education Vouchered Staff – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following Community Education vouchered staff:

Name	Assignment	Location	Vouchered Stipend	Effective Date
Kaitlin Drew	Odyssey of the Mind Coordinator	Monmouth Junction	\$450-\$800	09/05/17
Caroline Gonzalez	Odyssey of the Mind Coordinator	Brooks Crossing/Indian Fields	\$450-\$800	09/05/17

2.13 Approve Community Education Tennis Staff – Vouchered – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following Community Education vouchered tennis staff:

Name	Assignment	Location	Rate / Step	Effective Date
Yasmin Galehdari	HS Volunteer	SBHS/Crossroads South	\$0.00	10/10/17