

SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS
Monmouth Junction, New Jersey

A. APPROVAL - CONSENT AGENDA – May 9, 2016

1 BUSINESS/BOARD

Administration recommends that the following items be approved:

1.1 Approval of Expenditures - That the warrant list dated May 9, 2016 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 2015 – 2016 fiscal year (N.J.A.C. 6:20-2.13).

Warrants dated:	May 9, 2016	\$1,464,470.71
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Total approved for payment		<u>\$1,464,470.71</u>
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1.2 Approve Board of Education Meeting Calendar – That the Board of Education approve the attached Board of Education meeting calendar for the 2016 – 2017 school year.

1.3 Approve Resolution for the 2004 Bond Issue –

WHEREAS, the remaining principal from the 2004 Bond issue has been held in a separate bank account, and

WHEREAS, the projects for which the bonds were issued are completed, and

WHEREAS, bond counsel has stipulated the remaining unspent principal must be transferred to Debt Service Fund to offset future Debt Service obligations;

NOW THEREFORE BE IT RESOLVED that the Board of Education authorize the Business Administrator to transfer the unspent principal in the amount of \$261,717 from the 2004 Bond issue to the Debt Service Fund, as per the 2016 – 2017 budget approved by the Board of Education.

1.4 Approve Resolutions – That the Board of Education approve the following Projects and submission of Projects to the New Jersey Department of Education:

RESOLUTION 1

BE IT RESOLVED by the South Brunswick Board of Education to approve the following Project and approves the submission of the Project to the New Jersey Department of Education:

**Partial Roofing Replacement at Greenbrook Elementary School
NJDOE Number 23-4860-095-16-1000**

FURTHER, the Project shall be submitted for review and Department of Education approval as an “Other Capital Project.”

FURTHERMORE, the Board authorizes Spiezle Architectural Group Inc., to make submission to the Department of Education on behalf of the District.

RESOLUTION 2

BE IT RESOLVED by the South Brunswick Board of Education to approve the following Project and approves the submission of the Project to the New Jersey Department of Education:

**Art Room Casework Replacement at Crossroads North Middle School
NJDOE Number 23-4860-150-16-1000**

FURTHER, the Project shall be submitted for review and Department of Education approval as an “Other Capital Project.”

FURTHERMORE, the Board authorizes Spiezle Architectural Group Inc., to make this submission to the Department of Education on behalf of the District.

RESOLUTION 3

BE IT RESOLVED by the South Brunswick Board of Education to approve the following Project and approves the submission of the Project to the New Jersey Department of Education:

**Storage Shed at Crossroads South Middle School
NJDOE Number 23-4860-075-16-1000**

**Storage Shed at Cambridge Elementary School
NJDOE Number 23-4860-060-16-1000**

**Storage Shed at Brooks Crossing Elementary School
NJDOE Number 23-4860-085-16-1000**

FURTHER, the Project shall be submitted for review and Department of Education approval as an “Other Capital Project.”

FURTHERMORE, the Board authorizes Spiezle Architectural Group Inc., to make this submission to the Department of Education on behalf of the District.

1.5 Approve Professional Services – It is recommended that the South Brunswick Board of Education approve the appointment of James Nichols Architectural LLC to review construction projects and assist with the SDA (School Development Authority) submission of funds for outstanding ROD Grant reimbursements at an hourly fee of \$140 for Principal, \$80 for Design/Draftperson(s) and \$30 per intern, not to exceed \$10,000. This is a professional service as defined in N.J.S.A. 18A:18A “Public School Contracts,” and as such, it is exempt from public advertisement in formal competitive bids. Fees for additional services requested by the Board of Education will be mutually agreed upon prior to the commencement of any work.

1.6 Approve Professional Services – It is recommended that the South Brunswick Board of Education approve the appointment of Parette Somjen Architects, LLC as Architect of Record for the Weight Room Expansion as the South Brunswick High School at a fee of \$5,900 for the 2015 – 2016 school year. This is a professional service as defined in N.J.S.A. 18A:18A “Public School Contracts,” and as such, it is exempt from public advertisement in formal competitive bids. Fees for additional services requested by the Board of Education will be mutually agreed upon prior to the commencement of any work in accordance with the attached fee schedule.

1.7 Approve Resolution for E-Rate -

Be it Resolved that the Board of Education for the South Brunswick Township Public School District:

1. Authorizes the filing of FCC Form 471, Schools and Libraries Universal Service Program Services Ordered and Certification Form for the services and/or products as detailed in the C1 &/or C2 Summary, report, FY 2016,” for the fiscal year 7/1/2016 – 6/30/2017.
2. Authorizes payment of the applicant’s share subject to the following conditions:
 - 1) Approval of funding of the discounted portion by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC)
 - 2) Receipt of services during the fiscal year 7/1/2016 – 7/1/2017

<u>Applicant #</u>	<u>Pre-Discounted Amount</u>	<u>E-Rate Amount</u>	<u>Applicant's Share</u>
161019873	\$475,099.80	\$190,039.92	\$285,059.88
Totals	\$475,099.80	\$190,039.92	\$285,059.88

1.8 Record and Award Bids – That the Bids for Transportation School Related Trip – Coach Buses, Bid No. 2015-20, opened on May 3, 2016 be recorded as per the following:

<u>Vendor</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
Suburban Trails, Inc. New Brunswick, NJ	SBHS Graduation (5) Buses Cancellation Fee	\$894.00	\$4,470.00 \$200.00

That the Bids for Transportation School Related Trip – Coach Buses, Bid No. 2015-20, opened on May 3, 2016 be awarded as per the following:

<u>Vendor</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
Suburban Trails, Inc. New Brunswick, NJ	SBHS Graduation (5) Buses Cancellation Fee	\$894.00	\$4,470.00 \$200.00

1.9 Record and Award RFP – That the RFP for Handle with Care De-Escalation and Restraining Techniques Recertification, opened on May 5, 2016 be recorded as per the following:

<u>Vendor</u>	<u>Total Price</u>
Handle with Care Behavior Management System, Inc. Gardiner, NY	\$2,600.00

That the RFP for Handle with Care De-Escalation and Restraining Techniques Recertification, opened on May 5, 2016 be awarded as per the following:

<u>Vendor</u>	<u>Total Price</u>
Handle with Care Behavior Management System, Inc. Gardiner, NY	\$2,600.00

1.10 Approve Purchases through WSCA over the Bid Limit – That the Board of Education authorize the following purchase utilizing NJ State Contract WSCA 87720 to Aspire Technology Partners, LLC of Hazlet, NJ for Meraki Wireless Access Points for Brooks Crossing, Constable, Cambridge and Greenbrook. (E-Rate Funded)

<u>Qty.</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Total Cost</u>
71	MR-32-HW-MR32 Cloud Management	\$463.42	\$32,902.82
71	LIC-ENT-5yr. Lic and Sup MR Enterprise IDF Layer 2 switches	\$180.00	\$12,780.00
3	WS-C2960X-48FDP-L Catalyst 2960-X-48 GigE PoE 740 WA 2 x 10G SFP+LAN Base	\$3,517.80	\$10,553.40
3	CON-SW-WSC296XL Smartnet No RMA Catalyst 2960-X 48 GigE PoE 740W 2x10	\$0	\$0
3	CAB-AC15A-90L-US-15A AC Power Cord Left-angle, (US Bundle Option)	\$0	\$0
3	PWR-CLP – Power Retainer Clip for Cisco 3560-C and 2960-C Compact Swit	\$0	\$0
3	C2960X-STACK – Catalyst 2960-X FlexStack Plus Stacking Module	\$525.80	\$1,577.40

1.11 Approve Resolution for AchieveNJ Waiver Application - That the Board of Education adopt a resolution supporting an **AchieveNJ waiver application** from 6A:10 - 4.4 (c) 6 (d) 3 requesting State release from the required three observations for effective tenured teachers to two observations, one announced and one unannounced. Each teacher would still have two observers, which has been a long-held and valued district practice. The third observation would be a “reflective review” of the tenured documentation log, which includes student survey results.

1.12 Approve Resolution for AchieveNJ Equivalency Application - That the Board of Education adopt a resolution supporting an **AchieveNJ equivalency application** from 6A:10 - 4.4 (c) 6 (d) 3 requesting an alternative for the most accomplished tenured teachers— those who are highly effective or who are approaching high effectiveness. This would permit the district to engage its most effective teachers in one observation and a “reflective audit” that is tied to student learning and achievement, such as implementation of a new strategy/approach/program. The audit would consist of a written reflection supported by a collection of evidence, a tabletop review with a set of guiding questions, and an on-site visit to see the program/initiative in action. These teachers would also engage in a review of the tenured documentation log, which includes student survey results.

1.13 Approve Student Field Trip Destinations – That the Board of Education approve the student field trip destinations as per the attached for the 2015 – 2016 school year.

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.

1.15 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.

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

2.1 **Accept Resignations** – That the Board of Education accept the following resignations, on the dates indicated:

A. Resignations

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Susan Arminio	Teacher	Cambridge	06/30/16	05/05/16
Richard Chromey	Director of Human Resources	Human Resources Department	06/30/16	05/05/16
Ewa Dziedzic-Elliott	Media Specialist	Deans / Monmouth Junction	06/30/16	04/29/16
Kimberly Gunther	Teacher	Greenbrook	06/30/16	04/27/16
Maha Hadi	Teacher	Deans	06/30/16	04/28/16
Rebecca LaCasse	Teacher	Crossroads North	06/30/16	04/23/16
Christopher LeRoy	Teacher	SBHS	06/30/16	04/20/16
Tatiana Morales	Assistant Comptroller	Business Department	06/15/16	05/05/16
Kavita Pavan	Teacher	Crossroads South	06/30/16	04/25/16
Lauren Servidio	Teacher	Cambridge	06/30/16	05/05/16

B. For the Purpose of Retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Cheryl Davis	Paraprofessional	Greenbrook	06/30/16	04/26/16
Nancy McDonald	Teacher	SBHS	06/30/16	05/01/16
Sally Rebhorn	Teacher	SBHS	06/30/16	04/28/16
Mark Ziminski	Teacher	SBHS	06/30/16	04/28/16

2.2 Rescind Resignation for Purpose of Retirement – That the following resignation for purpose of retirement, approved on March 14, 2016, be rescinded:

Name	Assignment	Location	Previously Approved
Andre Maziarzewski	Bus Driver	Transportation	03/14/16

2.3 Approve Leaves of Absence – That the Board of Education approve the following leaves of absence:

Name	Assignment	Location	Period of Leave	Type of Leave
Janine Kay	Teacher	Indian Fields	05/02/16, 05/04/16, 06/13/16	Unpaid Intermittent FMLA
Kimberly Walker	Teacher	Cambridge	04/18/16, 04/25/16, 05/02/16, 05/09/16, 05/16/16, 05/23/16, 05/30/16	Unpaid Intermittent FMLA

2.4 Approve Re-Appointment of Non-Tenured Staff – That the Board of Education approve the re-appointment of the following non-tenured staff:

A. Teachers Appointed to Second-Year Contract
B. Teachers Appointed to Third-Year Contract
C. Teachers Appointed to Fourth-Year Contract
D. Teachers Appointed to Fifth-Year Contract
E. Administrators Appointed to Second-Year Contract

F. Administrators Appointed to Third-Year Contract
G. Supervisor to Second-Year Contract
H. Supervisor to Third-Year Contract
I. Supervisor to Fourth-Year Contract

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

Name	Assignment - From	Assignment - To	Location - From	Salary - From	Salary - To	Reason for Change	Effective Date
Thomas Armento	Cleaner	Custodian	Crossroads South	\$31,348.00 (Step 2)	\$41,139.00 (Step 1)	Contractual Agreement	03/26/16

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

Name	Assignment	Location - From	Location - To	Reason for Transfer	Effective Date
Keith Stryker	Cleaner	Crossroads North	Brunswick Acres	Vacant Budgeted Position	05/09/16

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
Dolores Pate	Bus Driver	Transportation	\$19,711.81 (\$18.94, Step 6*)	\$21,132.31 (\$18.94, Step 6*)	Increase in Hours	01/19/16

2.8 Approve Revised Job Description – That the Board of Education approve the following revised job description:

Title	Effective Date
Assistant Comptroller	05/09/16

2.9 Approve District Substitute Paraprofessional – That the Board of Education approve the following district substitute paraprofessional:

Name	Rate / Step	Effective Date
Priscilla Piotrowski	\$12.27 (Step 5)	05/09/16

2.10 Approve Appointment for Extracurricular at SBHS – That the Board of Education approve the following extracurricular appointment at SBHS -

Name	Position	Stipend	Effective Date
Jasmine Lytle	Volunteer Athletic Aide - Girls' Basketball	\$0.00	2015-2016
Lauren Morris	Activities Coordinator	\$4,566.00	2016-2017

2.11 Rescind Extracurricular – That the following appointment be rescinded:

Name	Position	Effective Date	Previously Approved
Jasmine Lytle	Assistant Coach - Girls' Basketball	2015-2016	03/14/16