

**SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS**  
**P. O. Box 181**  
**Monmouth Junction, New Jersey**

**Minutes of the Board Meeting of February 22, 2016**

The South Brunswick Township Board of Education met on Monday, February 22, 2016 in the Auditorium at Crossroads North School. The meeting was chaired by President Dr. Stephen F. Parker.

**MEMBERS PRESENT:** Dr. Stephen F. Parker, Mrs. Azra Baig, Mr. Daniel Boyle, Mr. Harry J. Delgado, Mr. Barry Nathanson, Mr. Deven M. Patel, Mr. Arthur Robinson and Mr. Peter St. Vincent

**MEMBERS ABSENT:** Mr. Patrick Del Piano

**CALLED TO ORDER AND SALUTE FLAG** – Dr. Parker called the meeting to order at 7:06 pm and asked the audience to stand for the pledge of allegiance.

**STATEMENT OF ADVANCE NOTICE** – Dr. Parker read a statement in compliance with the Open Public Meetings Act.

**APPROVAL OF AGENDA** - There was a motion by Mr. Boyle, seconded by Mr. Delgado to approve the agenda as amended for February 22, 2016:

Yes: Dr. Stephen F. Parker, Mrs. Azra Baig, Mr. Daniel Boyle, Mr. Harry J. Delgado, Mr. Barry Nathanson, Mr. Deven M. Patel, Mr. Arthur Robinson and Mr. Peter St. Vincent

No: None

Abstentions: None

**APPROVAL OF MINUTES** – There was a motion by Mr. Nathanson, seconded by Mr. Patel to approve the Executive Minutes of January 4<sup>th</sup>, 2016 and the Board Minutes of January 4<sup>th</sup>, 2016:

Yes: Dr. Stephen F. Parker, Mr. Daniel Boyle, Mrs. Azra Baig, Mr. Harry J. Delgado, Mr. Barry Nathanson, Mr. Deven M. Patel, Mr. Arthur Robinson and Mr. Peter St. Vincent

No: None

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Abstentions: None

### REPORT OF THE STUDENT REPRESENTATIVE – Sophia Balsamo

Ms. Balsamo reported the following:

#### **Performing Arts**

- The Visual Ensemble placed 2<sup>nd</sup> at the WGI Regionals in Salem, Massachusetts and also won at Council Rock South this past weekend.
- This year's spring musical is *Into the Woods*, written by Stephen Sondheim and James Lapine. Auditions are this Tuesday and Wednesday, with callbacks on Thursday.
- The Performing Arts Department would also like to congratulate Donna Cardaneo for receiving the Distinguished Service Award by the NJ Music Educators Association for her over 25 years of service.

#### **Guidance**

- Course registration ends this Friday. We encourage all parents to please register their students for next year's courses online. Counselors are available during lunches in the Writing Lab for students who have any questions.

#### **Activities**

- FBLA attended their State Leadership Conference in Atlantic City, and 14 students took home 8 awards. Their advisor Karen Hunte was also recognized as an Outstanding Local Chapter Adviser.
- JSA attended their three day convention in Washington D.C., where one of the teams successfully presented and passed a bill to nationalize the legalization of homosexual's ability to adopt children.
- The Student Council held their annual carnation sale, and with the success of Wear Red during the past month, was able to donate over \$300 to support heart disease awareness.
- The *Teens for Jeans* drive was similarly successful, with almost 300 pairs of jeans donated to teens in need.
- The National Honor Society officially inducted their new members for the coming school year.

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- The Viking Closet held their annual Prom Dress Event on Saturday, featuring free prom dresses, raffles, hairstylists, makeup artists, and much more.

### Athletics

- Girls Basketball has their GMC semi-finals tonight against Monroe, so let's wish them all the best of luck.
- Boys Basketball has the same against East Brunswick at 5:30 tomorrow.
- South Brunswick has two district champs in Wrestling, Nick Daza and Max Rhoden. They both will advance to Region 4 Tournament this Wednesday, Friday, and Saturday.
- Spring sports will officially begin on March 4<sup>th</sup>.

### RECOGNITION – 2016 National Merit Commended Student Scholars and Honored Faculty

Mr. Peter Varela, Principal of South Brunswick High School announced this is a follow up to the February 8<sup>th</sup> meeting to recognize students who have been selected by the 2016 National Merit Scholarship Program. The top 16,000 out of 1.5 million students who took the PSATs are selected. The 7 semi-finalists were recognized at the last meeting as well as the educator they honored. Mr. Varela announced there are 56 commended students that will be honored over the next two board meetings. Mr. Varela thanked his secretary, Maryann Murphy, secretary Nancy Schrob and Administrative Assistant Madeline Daniels for their help with the recognition.

The following students and faculty members were recognized:

#### Commended Students

Ranya Agarwal  
Anjali Agrawala  
Sohil Ardeshna  
Anuja Bahulekar  
Shubh Bhambri  
Sonali Bhat  
Sai Chandra  
Nikita Chaubal  
Matthew Chen  
Mannet Dhaliwal  
Kunal Gupta  
Riley Harris  
Michael Huang  
Abhishek Kalita  
Siddharth Kurella  
Wendy Liu

#### Honored Educator

Susan Berkey  
Shauna Beardslee  
Donna Saragnese  
Ana Liptk  
Hana Mottley  
Patricia Del Guercio  
Kathleen Murphy  
Crystal Burnett  
Judith Lebovitch  
Roxann Clark-Holmes  
Marisol Ciccone  
Keri Nieves  
Patrice Gorman  
Amrish Garg  
Kathleen Fekete  
Dianne Belnay

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Avishi Malaviya  
Nazreen Mansoor  
Anurag Modak  
Lalit Molleti  
Aditya Nadkarni  
Suraj Nair  
Preeti Narayanan  
Nikita Patel  
Sajan Patel

Andre Halaw  
Susan Zavaglia  
Samantha Saldanha-Kuncharam  
Scott Laurence  
Justin Negraval  
Stephen Dentler  
Tara Burniston  
Donna Cardaneo  
David Morgan

Mr. Varela shared some excerpts from letters written by students in honor of their teachers. He congratulated the students, teachers and parents.

Dr. Jellig and Dr. Parker also commended the students, teachers and parents. Dr. Parker announced recognizing the students are one of the board's favorite parts of the evening.

Meeting recessed at 7:43 pm.

Meeting reconvened at 7:45 pm.

**SUPERINTENDENT'S REPORT** - Dr. Jellig reported the following:

- Shadow day was held at South Brunswick High School and will be held next week at the middle schools. Over fifty students shadowed faculty.
- Kindergarten registration was held last week, if parents haven't registered their children they should do so as soon as possible.
- Then next Parent Academy will be held on March 1, 2016 at Crossroads North School entitled *World Language Opening Door to Global Awareness*. Parents can register online and child care will be provided for children over 3.

**PARCC Update** - Ms. Joanne Kerekes, Assistant Superintendent for Curriculum, reviewed the items completed on the PARCC Data initiative chart and items moving forward: PARCC Participation Corrective Action Plans (approval this evening), 12<sup>th</sup> Grade Accuplacer Test, February 23<sup>rd</sup>, the 12<sup>th</sup> Grade Portfolio Process begins on February 24<sup>th</sup> and preparing for PARCC testing for 2016.

Dr. Jellig announced the students that chose not to take the PARCC test the district will continue to find them a path to graduation.

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**PUBLIC COMMENTS** – None

**BOARD COMMITTEE REPORTS** – None

**APPROVE ACTION ITEMS** – There was a motion by Mr. Delgado, seconded by Mr. Patel to approve the Action Items of February 22, 2016:

**1 BUSINESS/BOARD**

Administration recommends that the following items be approved:

**1.1 Approval of Expenditures** - That the warrant list dated February 22, 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).

<b>Warrants dated:</b>	<b>February 22, 2016</b>	<b>\$3,814,746.00</b>
<b>Payroll</b>	<b>January 15, 2016</b>	<b>\$3,949,171.71</b>
	<b>January 29, 2016</b>	<b><u>\$3,718,067.75</u></b>
<b>Total approved for payment</b>		<b><u>\$11,481,985.46</u></b>

**1.2 Approve Transfers** - That the transfers of budget appropriations between expenditure codes of the 2015 – 2016 Budget, as specified on the attached sheets, be hereby authorized.

**Transfers for January 2016**

**1.3 Approve the Report of the Board Secretary** – That the attached Reports of the Board Secretary be approved: **Board Secretary’s Report for January 2016.**

**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:

<b>Statement as of January 31, 2016</b>	<b>\$21,656,038.70</b>
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**1.5 Approve Educational Data Services Bids for School Supplies** – That the Board of Education award the unit prices and addendum catalog discounts for General Classroom Supplies and Specialty Area Educational Supplies for the period December 1, 2015 to November 30, 2016 as follows:

Award General Classroom Supplies to School Specialty Inc. of Appleton, Wisconsin as awarded through the Southern Cooperative bid of 10/10/13. General Classroom supplies, #26 EDCP received by ESC of Morris County, NJ.

Award Specialty Area Educational Supplies per the attached list of vendors and conditions as awarded through the New Jersey Cooperative bid of 10/01/15 and 10/08/15 #26EDCP received by the ESC of Morris County, NJ.

**1.6 Approve Resolution - 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 2015 - 2016 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

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**1.7 Approve ESEA Accountability Action Plan-2015 Participation Rate -**

The South Brunswick School District will submit **ESEA Accountability Action Plan-2015 Participation Rate and Assurances** for Brooks Crossing, Brunswick Acres, Crossroads North, Crossroads South, and SBHS in response to below 95% PARCC participation of identified subgroups. A district plan along with customized school plans requires Board of Education Approval before submitting to NJ DOE.

**1.8 Approve Community Education 2016 Summer Budget** – That the Board of Education approve the attached Community Education 2016 Summer Budget.

**1.9 Approve Extension of Professional Services** – That the Board of Education approve the extension of contracts not-to-exceed amounts for the following vendors for the 2015 – 2016 school year:

<u>Vendor</u>	<u>Previously Approved</u>	<u>Additional</u>	<u>New Not-to-Exceed</u>
Newark Renaissance House	\$1,600.00	\$760.00	\$2,360.00
Brett DeNovi and Associates	\$65,000.00	\$45,000.00	\$110,000.00

These additional services are for general education students and students that are eligible for special education and related services.

**1.10 Approve Agreement for Professional Services – For Home Instruction** – That the Board of Education approve the attached Agreement from Kaleidosope Family Services, Inc. to provide staffing services to a medically fragile student on home instruction. These contracted services will not exceed 13 hours per week through the end of the 2015 – 2016 school year at an hourly rate of \$23-25 per hour at a cost “not to exceed” \$5,525.

**1.11 Approve Agreement for Professional Services – Educational Evaluations** – That the Board of Education approve an Agreement with Keri Mandell Consulting, LLC, for educational evaluations as part of child steam evaluations. These services are necessary when conducting initial and re-evaluations for determining eligibility for special education. The rate for each evaluation is \$400; it is projected that these contracted services would not exceed the cost of \$4,000.

**1.12 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.

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**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.

**1.14 Approve Resolution for Travel and Related Expense Reimbursement** –

A. District Staff

B. Other

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

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

For the purpose of retirement

<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Effective Date</b>	<b>Date of Resignation Letter</b>
Edith Palomba	Teacher	Cambridge	06/30/16	02/05/16
Michael Touhey	Teacher	Cambridge	06/30/16	02/05/16
Gina Welsh	Teacher / Activities Coordinator	SBHS	06/30/16	02/09/16

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

<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Period of Leave</b>	<b>Type of Leave</b>
Melyssa Boucher	Teacher	Crossroads South	09/01/16 thru 11/25/16	Unpaid FMLA Leave
Melyssa Boucher	Teacher	Crossroads South	04/26/16 thru 06/30/16	Unpaid Child-Rearing Leave
Karen Gordon	School Nurse	Indian Fields	02/08/16, 02/16/16, 02/17/16	Unpaid Intermittent FMLA
Barbara Noguerras	Teacher	Indian Fields	03/10/16	Unpaid Intermittent FMLA
Lisa Rogol	Assistant Principal	Greenbrook / Brunswick Acres	08/01/16 thru 10/21/16	Unpaid FMLA Leave
Lisa Rogol	Assistant Principal	Greenbrook / Brunswick Acres	10/24/16 thru 06/30/17	Unpaid Child-Rearing Leave

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**2.3 Approve Appointment** – Replacement to Tenure Track – That the Board of Education approve the following appointment from a replacement position to a tenure track position:

<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Effective Date</b>
Jessica Manka	Fourth Grade Teacher	Brooks Crossing	09/01/15

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

<b>Name</b>	<b>Assignment - From</b>	<b>Assignment - To</b>	<b>Location - From</b>	<b>Location - To</b>	<b>Reason for Transfer</b>	<b>Effective Date</b>
Laura Russoniello	Instructional Support Teacher	Title I Support Teacher	Monmouth Junction	Greenbrook	Realign-ment	03/07/16 thru 06/30/16

Maribeth Edmunds	Principal	Principal on Special Assignment	Monmouth Junction	Board Office	\$3,500.00	Interim Staffing Needs	03/07/16 thru 06/30/16
Cristina Vildostegui-Cerra	Assistant Principal	Interim Principal	Constable / Monmouth Junction	Monmouth Junction	\$3,500.00	Interim Staffing Needs	03/07/16 thru 06/30/16
Sandra Burghgraef-Fehte	Director of Community Education	Interim Assistant Principal / Director of Community Education	Community Education	Constable / Monmouth Junction / Community Education	\$3,500.00	Interim Staffing Needs	03/07/16 thru 06/30/16

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**2.5 Approve Change in Salary** – That the Board of Education that the approve the change in salary:

Name	Assignment	Location	Salary - From	Salary - To	Reason for Change	Effective Date
Nicholas DeFroschia	Para-professional	Monmouth Junction	\$4,392.23 (\$12.05, Step 4)	\$3,931.31 (\$12.05, Step 4)	Decrease in Hours	02/03/16
Inas Damir	Para-professional	Crossroads North/South	\$23,605.26 (\$18.13, Step 13L)	\$23,976.94 (\$18.13, Step 13L)	Increase in Hours	02/08/16

**2.6 Approve District Clerical Substitute** – That the Board of Education approve clerical substitute for the 2015 – 2016 school year:

Name	Voucher Hourly Rate	Location
Barbara Pollini	\$17.00	District

**2.7 Rescind Extracurricular Appointment** – That the following extracurricular appointment be rescinded:

Name	Position	Effective Date	Previously Approved
Alaina Zsido	Assistant Coach - Spring Track	02/11/16	06/15/15

**2.8 Approve Appointment for Extracurricular** – That the Board of Education approve the following extracurricular appointment for South Brunswick High School –

Name	Position	Stipend	Effective Date
Jeffrey Goldhagen	Assistant Coach – Wrestling	\$6,567.00	2015-2016
Matthew Randal	Assistant Coach - Spring Track	\$5,541.00	2015-2016

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**2.9 Approve Charging of Salaries** - We recommend that the Board of Education, in order to comply with auditing regulations, approve the charging of salaries (and/or portion of salary) to various budgeted codes for federal/state programs. The 2015 – 2016 salaries of the following staff should be revised and charged to the account codes and grants indicated:

Name	Assignment	Total Annual Salary	Salary to charge to Fund 20	Percentage of Salary to charge to Fund 20	Code	Grant	Effective Date
Tatiana Medina-Concepcion	ELL Teacher	\$35,845	\$1,702	4.75% (approx.)	20-241-100-100-61-04-2015	NCLB Title III	9/1/15
Tatiana Medina-Concepcion	ELL Teacher	\$35,845	\$24,693	68.89% (approx.)	20-241-100-100-61-04-2016	NCLB Title III	9/1/15

**2.10 Accept Community Education Resignation** – That the Board of Education accept the following Community Education resignation:

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Amel Ghobrial	After School Program	Paraprofessional	02/02/16	02/03/16

**2.11 Approve Community Education – Substitute Staff** – That the Board of Education approve the following Community Education substitute staff:

Name	Assignment	Location	Rate	Effective Date
Oliva Knutson	After School Program	District	\$8.38	02/26/16
Gabrielle Krutan	After School Program	District	\$8.38	02/26/16
Brittany McConville	After School Program	District	\$8.38	03/03/16
Deepa Hathiramani	Before/After School Program	District	\$11.85	02/29/16

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

<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Voucher Hourly Rate</b>	<b>Effective Date</b>
Amisha D. Johnson	After School Program	Cambridge	\$12.85	02/23/16

**2.13 Approve Community Education – High School Interns** – That the Board of Education approve the following Community Education high school interns:

<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Voucher Hourly Rate</b>	<b>Effective Date</b>
Oliva Knutson	After School Program	Greenbrook	\$8.38	02/29/16
Gabrielle Krutan	After School Program	Brunswick Acres	\$8.38	02/25/16
Brittany McConville	After School Program	Monmouth Junction	\$8.38	03/01/16

Yes: Dr. Stephen F. Parker, Mr. Daniel Boyle, Mrs. Azra Baig, Mr. Harry J. Delgado, Mr. Barry Nathanson, Mr. Deven M. Patel, Mr. Arthur Robinson and Mr. Peter St. Vincent

No: None

Abstentions: Mr. Boyle, Item A. 1.14-B.

**PUBLIC COMMENTS** – None

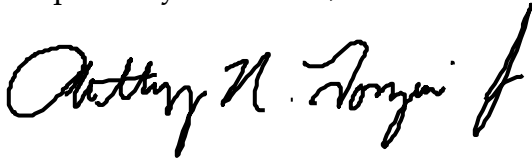
**BOARD COMMENTS /COMMUNICATIONS** –

Mr. Nathanson acknowledged Mr. Michael Touhey teacher at Cambridge School for his years of service and wished him well in his retirement.

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**MOTION TO ADJOURN** – There was a motion by Mr. Delgado, seconded by Mr. St. Vincent to adjourn the meeting at 7:55 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Anthony N. Tonzini, Jr." followed by a stylized flourish.

Anthony N. Tonzini, Jr., CPA  
Business Administrator/Board Secretary