

**SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS**  
**Monmouth Junction, New Jersey**

**A. APPROVAL - CONSENT AGENDA – May 22, 2017**

**1 BUSINESS/BOARD**

Administration recommends that the following items be approved:

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

<b>Warrants dated:</b>	<b>May 22, 2017</b>	<b>\$3,346,423.31</b>
<b>Payroll</b>	<b>April 14, 2107</b>	<b>\$3,977,207.50</b>
	<b>April 28, 2017</b>	<b><u>\$3,779,142.76</u></b>
<b>Total for approved for payment</b>		<b><u>\$11,102,773.57</u></b>

**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.

**March 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 March 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:

<b>Statement as of March 31, 2017</b>	<b>\$35,467,447.59</b>
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**1.5 Approve Non-Public Technology Request** – That the Board of Education approve the Non-Public Technology Aid requests for supplies and materials from the Educational Services Commission of New Jersey as follows for the 2016 – 2017 school year:

<u>School</u>	<u>Amount</u>	<u>Vendor</u>
Noor-Ul-Iman	\$2,367.00	Apple

**1.6 Approve Addendum to Extend Agreement** – That the Board of Education approve the Addendum to extend the Agreement between S4 Teachers, LLC, d/b/a Source4 Teachers and the South Brunswick School District for the period July 1, 2017 through June 30, 2018 at the attached Exhibit A Pricing Plan.

**1.7 Approve Transportation Jointure** - That the Board of Education approve the attached Transportation Jointure for the 2016 – 2017 school year:

Host District:	South Brunswick
Joiner District:	Highland Park
Host District Route #:	N222
Destination:	Crossroads MS/Brunswick Acres
Number of Host Students:	0
Number of Joiner Students:	2
Joiner Cost:	\$6,720.00

**1.8 Record, Award and Reject Bids** –

**A. That the Bids for Fall Athletic and Flat Rate Trip Transportation Bid No. 2017 – 02, opened on May 17, 2017, be recorded as per the following:**

<u>Vendor</u>		<u>No. of Trips</u>	<u>Total Price</u>
Phoenix Transportation LLC	Fall Athletic Trips	89	\$14,764.05
Monroe Township, NJ	54 Passenger Flat Rate		
	2 Hour Trip		\$220.00
	3 Hour Trip		\$330.00
	4 Hour Trip		\$440.00
	5 Hour Trip		\$550.00
	6 Hour Trip		\$660.00
	7 Hour Trip		\$770.00
	8 Hour Trip		\$880.00

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Hourly Rate in Excess of Flat Rate	\$100.00
Cancellation Fee	\$150.00

**That the Bids for Fall Athletic and Flat Rate Trip Transportation Bid No. 2017 – 02, opened on May 17, 2017, be awarded as per the following:**

<u>Vendor</u>		<u>No. of Trips</u>	<u>Total Price</u>
Phoenix Transportation LLC Monroe Township, NJ	Fall Athletic Trips	89	\$14,764.05
	54 Passenger Flat Rate		
	2 Hour Trip		\$220.00
	3 Hour Trip		\$330.00
	4 Hour Trip		\$440.00
	5 Hour Trip		\$550.00
	6 Hour Trip		\$660.00
	7 Hour Trip		\$770.00
	8 Hour Trip		\$880.00
	Hourly Rate in Excess of Flat Rate		\$100.00
	Cancellation Fee		\$150.00

**B. That the Bids for Sousaphones Bid No. 2016 – 25, opened on May 16, 2017, be recorded as per the following:**

<u>Vendor</u>	<u>Unit Price</u>	<u>Total Price</u>
K&S Music Berkeley Heights, NJ	\$3,995.00	\$39,950.00
Music and Arts Shop Frederick, MD	\$5,205.50	\$52,055.00
The Music Shop Boonton, NJ	\$5,439.00	\$54,390.00

**That the Bids for Sousaphones Bid No. 2016 – 25, opened on May 16, 2017, be awarded as per the following:**

<u>Vendor</u>	<u>Unit Price</u>	<u>Total Price</u>
Music and Arts Shop Frederick, MD	\$5,205.50	\$52,055.00

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C. That the Bids for Sousaphones Bid No. 2016 – 25, opened on May 16, 2017, be rejected as per the following:

<u>Vendor</u>	<u>Unit Price</u>	<u>Total Price</u>
K&S Music Berkeley Heights, NJ	\$3,995.00	\$39,950.00

Per 18A:18A-2(y) vendor is non-responsive to the specifications. Alternate item bid did not meet the specifications.

D. That the Bids for Public Sale, opened on May 17, 2017, be recorded as per the following:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Jersey One Auto Sales Jersey City, NJ	1	\$4,381.00

That the Bids for Public Sale, opened on May 17, 2017, be awarded as per the following:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
Jersey One Auto Sales Jersey City, NJ	1	\$4,381.00

E. That the Bids for Fall Athletic Supplies and Clothing, Bid No. 2017 – 01 opened on May 10, 2017 be recorded as per the following:

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
BSN Sports Jenkintown, PA	63	\$21,610.87
Kelly's Sports LTD West Chester, PA	81	\$27,829.66
Metuchen Center Sayreville, NJ	60	\$34,149.48
MFAC LLC West Warwick, RI	31	\$10,696.05
Pyramid School Products Tampa, FL	22	\$5,156.60

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Riddell/All American North Ridgeville, OH	44	\$16,544.64
Rogers Athletic Company Farwell, MI	6	\$2,525.00
Stan’s Sport Center Inc. Hoboken, NJ	60	\$24,417.81
Triple Crown Sports Inc. Old Bridge, NJ	83	\$27,811.40

**That the Bids for Fall Athletic Supplies and Clothing, Bid No. 2017 – 01 opened on May 10, 2017 be awarded as per the following:**

<b><u>Vendor</u></b>	<b><u>No. of Items</u></b>	<b><u>Total Price</u></b>
BSN Sports Jenkintown, PA	36	\$9,946.56
Kelly’s Sports LTD West Chester, PA	16	\$3,181.15
Metuchen Center Sayreville, NJ	9	\$6,616.65
MFAC LLC West Warwick, RI	10	\$3,767.20
Pyramid School Products Tampa, FL	12	\$3,408.03
Riddell/All American North Ridgeville, OH	10	\$1,472.04
Rogers Athletic Company Farwell, MI	2	\$1,820.00
Stan’s Sport Center Inc. Hoboken, NJ	13	\$3,797.00

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Triple Crown Sports Inc. 26 \$9,564.90  
Old Bridge, NJ

**F. That the Bids for Fall Athletic Supplies and Clothing, Bid No. 2017 – 01 opened on May 10, 2017 be rejected as per the following:**

<u>Vendor</u>	<u>No. of Items</u>	<u>Total Price</u>
BSN Sports	2	\$1,205.48
Jenkintown, PA	3	\$1,293.60

The vendor listed above have items rejected for being non-responsive to the specifications.

**G. That the Bids for Food Service Equipment II Bid No. 2016 – 26, opened on May 17, 2017, be recorded as per the following:**

<u>Vendor</u>	<u>Total Price</u>
Don J. Urie Associates	\$26,079.00
Vineland, NJ	

**That the Bids for Food Service Equipment II Bid No. 2016 – 26, opened on May 17, 2017, be awarded as per the following:**

<u>Vendor</u>	<u>Total Price</u>
Don J. Urie Associates	\$26,079.00
Vineland, NJ	

**H. Approval of DCO’s Recommendation to Award Bid 2016 – 23 HVAC Upgrades as part of the Energy Savings Improvement Plan (ESIP)**

**WHEREAS**, the South Brunswick Board of Education is a duly organized Board of Education (hereinafter referred to as “The Board”) having principal offices at 231 Black Horse Lane, North Brunswick, New Jersey; and

**WHEREAS**, on December 14, 2015 the Board issued a resolution and selected DCO as their Energy Services Company, to act on behalf of the Board as their general contractor on the ESIP project, and for DCO to publically bid, award, issue, administer, and pay the contracts between DCO and the successful bidders necessary to implement the approved ESP per the signed implementation contract between the Board and DCO dated December 12, 2016.

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**WHEREAS**, there is a need for DCO to contract for the Energy Conservation Measure (ECM) via BID 2016-23 HVAC UPGRADES through the Board’s Energy Savings Plan (ESP) approved by the Board on May 22, 2017, and DCO received the following bids:

Company	Base
Amco Enterprises Inc.	\$4,991,000
GBI Inc. DBA Thermal Piping	\$3,434,000
GDS Mechanical	\$3,475,000
Thassian Mechanical	\$3,536,000
Unitemp Inc.	\$3,850,000

**WHEREAS**, the Board of Education has determined to finance the bid through the Energy Savings Improvement Plan pursuant to N.J.S.A. 18A:18A-4.6(c), and

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Board approves DCO’s recommendation for them to award and issue a contract directly to GBI INC. DBA THERMAL PIPING, whom represents the lowest responsible bidder for BID 2016-23 HVAC UPGRADES.

**1.9 Approve District Participation Agreement** – That the Board of Education approve the attached District Participation Agreement with JMI Enterprises LLC for advertising on school buses for the 2017 – 2018 school year.

**1.10 Approve Student Field Trip Destinations** – That the Board of Education approve the student field trip destinations as per the attached for the 2016 – 2017 and the 2017 – 2018 school year.

**1.11 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.

**1.12 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

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**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 date indicated:

A. Resignation

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Thaddeus Thompson	School Business Administrator / Board Secretary	Board Office	06/30/17	05/08/17

B For the Purpose of Retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Yim Wong	Paraprofessional	Cambridge	06/30/17	05/16/17



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

A. Leaves of Absence

Name	Assignment	Location	Period of Leave	Type of Leave
Henry Burnett	Custodian	Maintenance	05/05/17	Unpaid Intermittent FMLA
Joyti Patel	Paraprofessional	Transportation	04/17/17 thru 04/24/17	Unpaid FMLA

B. Change Leaves of Absence

Name	Assignment	Location	Leave - Change From	Leave - Change To	Type of Leave	Previously Approved
Megan Daley	Teacher	Crossroads North	05/25/17 thru 10/13/17	06/01/17 thru 10/27/17	Unpaid Family Leave (FMLA)	12/19/16
Kathleen Fraser	Teacher	Crossroads North	05/26/17 thru 10/20/17	05/30/17 thru 10/20/17	Unpaid Family Leave (FMLA)	02/06/17
Melba Vignets-Torres	Teacher	Constable	05/23/17 thru 06/30/17	06/07/17 thru 06/30/17	Unpaid Family Leave (FMLA)	04/24/17

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

Name	Assignment - From	Assignment - To	Location - From	Location - To	Reason for Change	Effective Date
Karen Sinclair	Replacement Benefits and Insurance Secretary, 12-month, Level IV	Bookkeeper II (AR), 12-month, Level IV	Human Resources Department	Business Department	Vacant Budgeted Position	06/01/17

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**2.4 Rescind Re-Appointment of Non-Tenured Professional Personnel** - That the Re-appointment of non-tenured professional personnel, approved on May 8, 2017, be rescinded for the 2017 – 2018 school year as per the attached.

**2.5 Approve Charging of Salaries** – That the Board of Education, in order to comply with auditing regulations, approve the charging of salaries (and/or portion of salary) to various budget codes for federal/state programs. The 2016 – 2017 salaries of the following staff should be charged to the account codes and grants indicated:

<b>Name</b>	<b>Assignment</b>	<b>Annual Salary</b>	<b>Salary Charge to Fund 20</b>	<b>Percentage of Salary</b>	<b>Account Code</b>	<b>Grant</b>	<b>Effective Date</b>
Mary Abode	Job Coach	\$29,797.50	\$29,797.50	100%	20-250-200-100-61-05-2017	IDEA Basic	09/01/16
Melissa Lambert	Title I Support Teacher	\$55,070.00	\$55,070.00	100%	20-231-100-100-61-08-2017	NCLB Title I	09/01/16
Tatiana Medina-Concepcion	Title III - ELL	\$55,070.00	\$25,400.00	46.12%	20-241-100-100-61-04-2017	NCLB Title III	09/01/16
Tatiana Medina-Concepcion	Title III - ELL	\$55,070.00	\$29,670.00	53.88%	11-240-100-101-20-36-2131	NCLB Title III	09/01/16

**2.6 Approve Community Education Summer Program Staff** – That the Board of Education approve the attached list of Community Education summer program staff.