

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

Minutes of the Board Meeting of December 4, 2017

The South Brunswick Township Board of Education met on Monday, December 4, 2017 in the Auditorium at Crossroads North School. The meeting was chaired by President Mr. Harry J. Delgado:

MEMBERS PRESENT: Mr. Harry J. Delgado, Dr. Stephen Parker, Mr. Martin Abschutz, Mrs. Azra Baig, Mr. Patrick Del Piano, Mr. Barry Nathanson, Mr. Arthur Robinson and Mr. Peter St. Vincent

MEMBERS ABSENT: Mr. Deven Patel

CALLED TO ORDER AND SALUTE FLAG – Mr. Delgado called the meeting to order at 7:00 pm and asked the audience to stand for the pledge of allegiance.

STATEMENT OF ADVANCE NOTICE – Mr. Delgado read a statement in compliance with the Open Public Meetings Act.

APPROVAL OF AGENDA – There was a motion by Mr. St. Vincent, seconded by Mr. Abschutz to approve the agenda of December 4, 2017:

Yes: Mr. Harry J. Delgado, Dr. Stephen Parker, Mr. Martin Abschutz, Mrs. Azra Baig, Mr. Patrick Del Piano, Mr. Barry Nathanson, Mr. Arthur Robinson and Mr. Peter St. Vincent

No: None

Abstentions: None

APPROVAL OF MINUTES – There was a motion by Mrs. Baig, seconded by Mr. Nathanson to approve the minutes of Executive Minutes of November 6 (1&2) and Executive Minutes of November 20, 2017 and Board Minutes of November 20, 2017:

Yes: Mr. Harry Delgado, Dr. Stephen Parker, Mr. Martin Abschutz, Mrs. Azra Baig, Mr. Patrick Del Piano, Mr. Barry Nathanson, Mr. Arthur Robinson and Mr. Peter St. Vincent

No: None

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Abstentions: None

STUDENT REPRESENTATIVE REPORT – Sara Rubiano

Activities

- The Student Council is joyfully spreading holiday cheer by decorating the doors of the lockers at the high school.
- The Activities office has adopted 12 families and different organizations from the high school will be collecting presents within the next few weeks to donate.
- The Latin Roots Club will be collecting donations for the United States War Dogs Association:
 - Dog Bowls
 - Caine Oatmeal Shampoo
 - Eye drops, was, and wipes for dogs
 - Dog Biscuits

Athletics

- The Football team was named State Champions this past Saturday against Manalapan with a win of 18-14.
- Bowling, Ice Hockey and Swim seasons are underway. The Ice Hockey team is currently 1 to 1.

Performing Arts

- Winter concerts will be taking place on December 12th, 13th, 14th and 19th at 7:00 pm.
- The Music Department will be collecting donations of new unwrapped toys and games throughout each of the concerts. Toys can be dropped off in the band room. Gift cards will also be accepted.
- The Wind Ensemble will be opening for the Eastern Winds at Montgomery High School on December 16th.

Guidance

- The Higher Education Student Assistance Authority Presentation is now available on the SPS website for anyone who missed the presentation.

Happenings at the Library

- To make the library more welcoming, Mrs. Manganello removed the outdated security gate and is planning new activities for the front foyer.

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- Food for fines is in full swing with many students taking advantage of the service opportunity to clear up their fines.

SUPERINTENDENT'S REPORT – Mr. Scott Feder

Congratulations to Coach Goerge and the High School Football Team for winning the State Championship game on Saturday, December 2nd at Rutgers. It was a wonderful game!

Mr. Feder commented on the fire alarm panel malfunction at the high school last Friday during a routine fire drill. He thanked Mr. David Pawlowski, Business Administrator, Mr. Todd Amiet, Building and Grounds Director, Mr. Peter Varela, Principal and Mr. Alan Laird, South Brunswick Township Fire Marshall for working together to resolve the issue as quickly as possible in order to open the school. Saturday, December 2nd the school was open for SAT tests.

The Solar Project taking place as part of the Energy Savings Improvement Plan (ESIP) is ongoing. Mr. Pawlowski and Mr. Amiet invited families to attend meetings at Greenbrook and Constable Schools to discuss the grounds mounts being installed on the school property.

Thanks to Ms. Sharon Johnson, Director of Technology, the Auto Dialer system is working. The cold weather is approaching a reminder to parents to keep their contact information up to date in case of an emergency closing and/or delay. During a delay the district operates on a 90 minute delayed opening.

December Holiday Concerts are taking place this month at the high school all are invited to attend. Dates and times are published on the district's website.

December 6 is an early closing day for Professional Development.

South Brunswick Parent Academy - Social Media Symposium II, will be held this Saturday, December 9th at Crossroads North Middle School from 9:00 am to 12:00 pm. Mr. Feder announced it is an amazing program on Social Media and he hopes parents and students attend. Thank you to Mr. Neel Desai, Director of Community Education for putting the program together.

RECOGNITION – 2017 VFW Essay Contest Winners and Teacher of the Year

Mark Riccardi, Supervisor, Crossroads Middle School Language Arts and Social Studies discussed the contest and congratulated the students and thanked the teachers at Crossroads North and South. The winners of the Patriot's Pen – *America's Gift to My Generation* at Crossroads North – Sumuk Anand and Crossroads South Trisha Verma read their essays.

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Theresa Jennings, Supervisor, English and Social Studies at South Brunswick High School also discussed the contest and thanked all of the students for their participation. Marisa Carlisi, Honors American Government teacher introduced the winner of The Voice of Democracy contest – *American History: Our Hope for the Future* winner at South Brunswick High School Alexandria Bayas.

Ms. Jennings also congratulated Michelle Bussiere – VFW Teacher of the Year.

Mr. Donald Bolinger, Trustee of VFW Post 9111, thanked the school district for participating in the contest. He thanked Madeline Daniels, Assistant to the Superintendent for her help coordinating the recognition. The students were awarded \$100 and are invited to a luncheon on January 7th. They will also have the opportunity to win \$500 in the national competition. Mr. Bolinger also congratulated Ms. Bussiere for being selected as the teacher of the year.

Mr. Delgado thanked Mr. Bolinger and the VFW for hosting the competition.

PUBLIC COMMENTS –

Mr. Doug Dennis, Kendall Park resident, announced he lives behind Greenbrook School and asked the board to reconsider installing ground mount solar panels on the green open space on Greenbrook School. He questioned why the other schools are receiving roof solar panels. He commented that families utilize the open space for sports activities. He also questioned the difference in savings and asked the board to investigate further and would like to have the neighbors have a vote on a decision being made. He commented that the bids prepared for the project were well done.

Ms. Karen Dreborty, Kendall Park resident reiterated the comments of Mr. Dennis and also asked the board to reconsider the ground mount solar panels at Greenbrook School.

BOARD COMMITTEE REPORTS – Mrs. Baig reported the Policy Committee recently met and reviewed the Use of Facilities policy.

APPROVE ACTION ITEMS – There was a motion by Mr. Abschutz, seconded by Dr. Parker to approve the Board Minutes for December 4, 2017:

1 BUSINESS/BOARD

Upon the recommendation of the Superintendent of Schools that the Board of Education approve the following business items:

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1.1 Approval of Expenditures – upon the recommendation of the Superintendent of Schools that the Board of Education approve the warrant list dated December 4, 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:	December 4, 2017	A. \$3,531,752.52
		B. \$80.08
		C. \$199.26
Total for approved for payment		<u>\$3,532,031.86</u>

1.2 Approve Authorization of Administration to Make Necessary Transfers – upon the recommendation of the Superintendent of Schools that the Board of Education authorizes Administration to make the necessary transfer of \$94,084.00 from account 11-000-291-270 to account 11-000-291-270-20-00-8202 in order to complete the closing of the financial records for the 2016 – 2017 school year.

1.3 Approve Professional Services – upon recommendation of the Superintendent of Schools that the Board of Education approve the following agency and its anticipated rate for evaluations for the 2017 – 2018 school year:

<u>Vendor</u>	<u>Service</u>	<u>Rate</u>	<u>Not to Exceed</u>
Douglas Developmental	Psych. Evaluation	\$1,200/Psych	\$2,000.00
Disabilities Center	Educ. Evaluation	\$1,000/Educ.	

1.4 Approve Out of District Students – upon recommendation of the Superintendent of Schools that the Board of Education approve the special education students whose initials appear on the attached sheet to be sent to the schools indicated for the 2017 – 2018 school year with tuition and transportation costs paid by the South Brunswick Township School District.

1.5 Approve EPIC Coordinator – upon recommendation of the Superintendent that the Board of Education approve Christine Mariano as the EPIC Coordinator for the 2017 – 2018 school year not to exceed \$4,800.

1.6 Approve Superintendent’s Merit Goals – upon recommendation of the Superintendent that the Board of Education approve the Superintendent’s Merit Goals for the 2017 – 2018 school year.

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1.7 Approve Proposal for Professional Services – upon recommendation of the Superintendent of Schools that the Board of Education approve the attached proposal for Laura Bishop of Communications, LLC, Cedar Brook, NJ to provide community outreach for all aspects of the District’s Energy Savings Improvement Program (ESIP) beginning January 1, 2018 through June 30, 2018 at a cost not to exceed \$7,500.

1.8 Record and Award RFP – Transportation Consultant Services – upon recommendation of the Superintendent of Schools that the following RFP – 17-02, for Transportation Consultant Services, opened on November 30, 2017 be recorded as per the following:

<u>Vendor</u>	<u>Total Price Per Hour</u>
Glenn Barry Somerville, NJ	\$80.00
Ross Haber & Associates, LLC Milltown, NJ	\$150.00

Upon recommendation of the Superintendent of Schools that the Board of Education award the following RFP – 17-02, for Transportation Consultant Services, opened on November 30, 2017:

<u>Vendor</u>	<u>Total Price Per Hour</u>
Glenn Barry Somerville, NJ	\$80.00

1.9 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.

1.10 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

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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.

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.

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
Christina Santowasso	Teacher / Dean	SBHS	01/12/18	11/15/17

B. For the Purpose of Retirement

Name	Assignment	Location	Effective Date	Date of Resignation Letter
Michele Gerenza	Bus Driver	Transportation	01/31/18	11/14/17
Sharon Ottaviani	Paraprofessional	Crossroads South	02/28/18	11/20/17

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Catherine Seber	Speech Language Specialist	.5 Indian Fields / .5 Dayton	04/01/18	11/26/17
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2.2 Approve Leaves of Absence – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following leaves of absence:

Name	Assignment	Location	Period of Leave	Type of Leave
Christopher Belding	Custodian	SBHS	01/02/18 thru 03/23/18	Unpaid Family Leave (FMLA)
Henry Burnett	Custodian	Maintenance	11/20/17	Unpaid Intermittent FMLA
Anna Kosa	Paraprofessional	Indian Fields	11/22/17 (.5)	Unpaid Intermittent FMLA
Barbara Nogueras	Teacher	Indian Fields	12/14/2017	Unpaid Intermittent FMLA

2.3 Rescind Leave of Absence – upon recommendation of the Superintendent of Schools that the Board of Education approve the rescinding of the following leave of absence:

Name	Assignment	Location	Period of Leave	Previously Approved
Anna Kosa	Paraprofessional	Indian Fields	11/21/17 (.5)	11/20/17

2.4 Approve Appointments – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following appointments:

A. Certificated

Name	Assignment	Location	Salary	Reason for Vacancy	Effective Date
Megan Case	Fifth Grade Teacher	Indian Fields	\$55,850.00 (BA, Step 2)	Vacant Budgeted Position	01/02/18
Sophia Pelechrinis	Replacement Fourth Grade Teacher	Brooks Crossing	\$62,970.00 (MA, Step 7)	Vacant Budgeted Position	11/30/17 thru 06/30/18

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Samhitha Sreenivasan	Replacement Mathematics Teacher	SBHS	\$54,850.00 (BA, Step 1)	Vacant Budgeted Position	01/25/18 thru 06/30/18
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B. Non-Certificated

Name	Assignment	Location	Salary / Rate	Reason for Vacancy	Effective Date
Carmen Campos	Bus Driver	Transportation	\$17,856.25 (\$19.89, Step 4s)	Vacant Budgeted Position	11/21/17
Jennifer Lara	Bus Driver	Transportation	\$17,586.92 (\$19.59, Step 3s)	Vacant Budgeted Position	11/21/17

2.5 Approve Adjustment in F.T.E. – upon the recommendation of the Superintendent of Schools that the Board of Education approve the following adjustments in F.T.E.:

Name	Assignment	F.T.E. – From	F.T.E. - To	Effective Date
Kathleen Boyce	Assistant Principal	.5 Constable / .5 Monmouth Junction	.6 Constable / .4 Monmouth Junction	07/01/16

2.6 Approve Change in Salary – upon the recommendation of the Superintendent of Schools that the Board of Education change in salary:

Name	Assignment	Location	Salary – From	Salary - To	Reason for Change	Effective Date
Roseanne Berger	Para-professional	SBHS	\$27,215.00 (\$18.25/\$19.25, Step 12L/12LA)	\$27,487.01 (\$18.25/\$19.25, Step 12L/12LA)	Adjustment in Autistic Hours	11/06/17
Ann Cuntala	Para-professional	SBHS	\$25,317.56 (\$18.82/\$19.82, Step 16L/16LA)	\$26,839.81 (\$20.32/\$21.32, Step 16L/16LA)	Increase in Hours from 7 to 7.5	10/17/17
Maria Hendricks	Para-professional	SBHS	\$23,390.01 (\$18.97, Step 10iA)	\$21,790.11 (\$17.97/\$18.97, Step 10i/10iA)	Adjustment in Autistic Hours	11/06/17
Robbin Joseph	Para-professional	SBHS	\$21,680.21 (\$17.37/\$18.37, Step 9Li/9LiA)	\$22,991.83 (\$17.37/\$18.37, Step 9Li/9LiA)	Increase in Hours from 7 to 7.5	10/17/17

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Susan McDermott	Para-professional	Constable	\$5,389.28 (\$19.85, Step 15L)	\$6,689.45 (\$19.85, Step 15L)	Increase in Hours from 1.5 to 2	12/04/17
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2.7 Approve Change in Location - upon 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
Christina Brooks	Behavior Interventionist	Greenbrook	Crossroads South	Student Needs	10/31/17

2.8 Approve Appointment of Extracurricular - SBHS - upon recommendation of the Superintendent of Schools that the Board of Education approve the following change extracurricular appointment:

Name	Assignment	Stipend	Effective Date
Morgan Murray	Assistant Coach - Winter Track	\$5,541.00	2017-2018

2.9 Rescind Extra-Curricular - SBHS - upon recommendation of the Superintendent of Schools that the Board of Education approve the rescinding of the following extracurricular SHBS appointment:

Name	Assignment	Location	Effective Date	Previously Approved
Benito Gonzales	Assistant Coach - Baseball	SBHS	2017-2018	06/19/17

2.10 Approve Community Education Change in Location - upon recommendation of the Superintendent of Schools that the Board of Education approve the following change in location for Community Education:

Name	Assignment	Location - From	Location - To	Reason for Change	Effective Date
Kiara Gibson	Group Leader	Constable	Greenbrook	Staffing Needs	11/20/17

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2.11 Approve Community Education High School Interns Vouchered – upon recommendation of the Superintendent of Schools that the Board of Education approve the following Community Education vouchered staff:

Name	Assignment	Location	Rate / Step	Effective Date
Janet Sorbino	Group Leader	District	\$12.85 (Step 5)	12/05/17
Shaista Abidi	Group Leader	District	\$12.78 (Step 1i)	11/27/17

2.12 Approve Termination of Employment - Community Education - upon recommendation of the Superintendent of Schools that the Board of Education approve the termination of the Community Education employee listed on the attached sheet on the date indicated.

Yes: Mr. Harry Delgado, Dr. Stephen Parker, Mr. Martin Abschutz, Mrs. Azra Baig, Mr. Patrick Del Piano, Mr. Barry Nathanson, Mr. Arthur Robinson and Mr. Peter St. Vincent

No: None

Abstentions: None

PUBLIC COMMENTS – Mr. Prakash Ahmed Roshan, resident of Monmouth Junction, commented on the South Brunswick High School class coverage and extended absence of teacher.

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BOARD COMMENTS /COMMUNICATIONS -

Mr. Nathanson congratulated SBHS Football Coach Goerge, the team and staff on their State Championship win.

Dr. Parker spoke of the discussion about over the summer about board members using chromebooks during board meetings and asked where the process stands.

Mr. Feder commented he will discuss with Ms. Sharon Johnson, Director of Technology.

Mr. Robinson commented on the VFW contest and announced he was a former third place winner on the Voice of Democracy contest. He congratulated the students and thanked Mrs. Madeline Daniels for her assistance with the recognition. He appreciates the support for the veterans. He commented Mr. Delgado also a former veteran continues serving his community.

Mr. Delgado thanked Mr. Robinson for his service.

Mr. St. Vincent congratulated Ms. Elaine McGrath and the tremendous effort of the football team, Coach Goerge and the staff on their championship team. Congratulations to Coach Goerge for developing the whole child, commenting these athletes GPS's have gone up tremendously.

Mr. Delgado also congratulated Coach Goerge and the football team and entire staff.

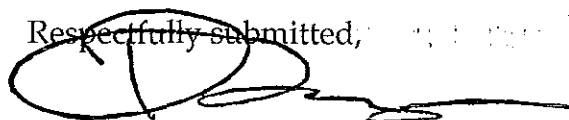
MOTION TO ADJOURN - There was a motion by Mr. Abschutz, seconded by Mr. Nathanson to adjourn the meeting at 7:53 pm to Executive Session.

BE IT RESOLVED, That the Board of Education of the Township of South Brunswick hereby moves to go into Executive Session, in accordance with Sunshine Law, Chapter 231 of the Public Laws of 1975 (N.J.S.A.) 10:4-6 through 10:4-21), to discuss the following:

X Personnel

BE IT FURTHER RESOLVED, that the discussion conducted in Executive Session can be disclosed to the public at such time as the matters have been resolved. Formal action may be taken at any meeting.

Respectfully submitted,



David Pawlowski
Business Administrator/Board Secretary