

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

**A. APPROVAL - CONSENT AGENDA – 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).

Warrants dated:	February 22, 2016	\$3,814,746.00
Payroll	January 4, 2016	\$3,949,171.71
	January 25, 2016	<u>\$3,718,067.75</u>
Total approved for payment		<u>\$11,481,985.46</u>

**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:

Statement as of January 31, 2016	\$21,656,038.70
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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

**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.

**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.

**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

Name	Assignment	Location	Effective Date	Date of Resignation Letter
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:

Name	Assignment	Location	Period of Leave	Type of Leave
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

**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:

Name	Assignment	Location	Effective Date
Jessica Manka	Fourth Grade Teacher	Brooks Crossing	09/01/16

**2.4 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 Transfer	Effective Date
Laura Russoniello	Instructional Support Teacher	Title I Support Teacher	Monmouth Junction	Greenbrook	Realignment	03/07/16 thru 06/30/16

**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

**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

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

Name	Assignment	Location	Voucher Hourly Rate	Effective Date
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:

Name	Assignment	Location	Voucher Hourly Rate	Effective Date
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



# SOUTH BRUNSWICK TOWNSHIP PUBLIC SCHOOLS

Monmouth Junction, New Jersey

## ADDENDUM

### A. APPROVAL – ADDENDUM CONSENT AGENDA – February 22, 2016

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

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

Name	Assignment - From	Assignment - To	Location - From	Location - To	Vouchered Stipend	Reason for Change	Effective Date
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