

SAYREVILLE BOARD OF EDUCATION

TO: MEMBERS OF THE BOARD OF EDUCATION  
MR. EMIDIO D'ANDREA  
MRS. MARILYN ZEICHNER-SHEDIACK  
SCHWARTZ, SIMON, EDELSTEIN & CELSO LLC

FROM: DR. FRANK ALFANO

DATE: MARCH 26, 2013

AGENDA  
REGULAR MEETING  
MARCH 26, 2013

I. CALL TO ORDER

II. PLEDGE TO THE FLAG

III. PUBLIC NOTICE

IV. ROLL CALL

V. PRESENTATION

- Bomber Bowling Team – State Champions
- 2013-2014 Budget Presentation
- Presentation to Lori Belotti

VI. CORRESPONDENCE

- Monthly Technology Work-Order Report
- Monthly Maintenance Work-Order Reports

VII. APPROVAL OF MINUTES

- Minutes of the Regular & Executive Session of February 19, 2013
- Minutes of the Regular & Executive Session of March 6, 2013

VIII. STUDENT COUNCIL REPRESENTATIVE'S REPORT

Tony Yuan

IX. PARENT INVOLVEMENT REPRESENTATIVE'S REPORT

X. ATTORNEY'S REPORT

XI. DISTRICT HIGHLIGHTS

XII. SUPERINTENDENT'S REPORT OVERVIEW

**A – BUILDING AND GROUNDS**

1. The Board of Education is requested to approve the use of the Sayreville War Memorial High School band room, band practice field, cafeteria for Band Camp on Monday, August 19 through Friday, August 23, 2013 from 8:00 AM to 9:00 PM and the football stadium field on Thursday, August 22, 2013 from 6:00 PM to 8:00 PM. Custodians to be scheduled without overtime.

2. The Board of Education is requested to approve the use of the Sayreville War Memorial High School main gymnasium and auxiliary gymnasium "A" and "B" from Monday, July 22, 2013 through Friday, July 26, 2013 and Monday, July 29 through Friday, August 2, 2013 from 8:00 AM to 4:30 PM for summer basketball camp. Custodians to be assigned without overtime.

3. The Board of Education is requested to approve retroactively the use of the Sayreville War Memorial High School auditorium and band room for musical rehearsals by the Sayreville Middle School. The dates and times are as follows:

REHEARSALS

Saturday, March 23, 2013	9:00 AM – 6:00 PM
Monday, March 25, 2013	3:00 PM – 10:00 PM
Tuesday, March 26, 2013	3:00 PM – 10:00 PM

4. The Board of Education is requested to approve the use of the Sayreville War Memorial High School stadium field, July 1, 2 and 3, 2013 from 8:00 AM to 1:00 PM for the 1<sup>st</sup> & 10 Football Skills Camp.

**B – FINANCE**

1. The Board of Education is requested to approve the Transfers for the month of February 2013.

2. The Board of Education is requested to approve the Transfer Spreadsheet in accordance with S-1701 for the month of February 2013.

3. The Board of Education is requested to approve the list of bills dated March 26, 2013 prepared by the Board Secretary in the amount of \$2,584,811.47 for the Operating Account.

4. The Board of Education is requested to approve the list of bills dated March 26, 2013 prepared by the Board Secretary in the amount of \$198,728.92 for the Cafeteria Account.

5. The Board of Education is requested to approve the list of bills dated March 26, 2013 prepared by the Board Secretary in the amount of \$3,424.00 for the Athletic Account.

6. The Board of Education is requested to approve the February 2013 payroll prepared by the Board Secretary in the amount of \$4,855,294.54 for the Payroll Account.

7. The Board of Education is requested to approve the acceptance of the Secretary's Report for the month of February 2013.

8. The Board of Education is requested to approve the acceptance of the Treasurer of School Monies Report for the month of February 2013.

9. The Board of Education is requested to approve the resolution regarding the requisition of taxes (T-1 Form) from the Borough of Sayreville.

10. The Board of Education is requested to approve State and Federal Grants for the month of February 2013 in the amount of \$2,743,004.65.

11. The Board of Education is requested to approve the Petty Cash Report for the Superintendent’s Office for the month of February 2013.

**WITHDRAWN**

12. The Board of Education is requested to approve the Petty Cash Report for the Business Office for the month of \_\_\_\_\_.

13. The Board of Education is requested to approve the submission of an application to waive the liability insurance requirements of the \$1,000,000 liability insurance requirement in N.J.A.C. 6A:27-1.5(a) for parents providing school transportation due to the impact of Hurricane Sandy.

14. The Board of Education is requested to approve the disposal for the purpose of recycling, the following items which are no longer needed for school purposes:

<u>DESCRIPTION</u>	<u>MODEL #</u>	<u>SERIAL #</u>
Shred Master Shredder	GBC	570M

15. The Board of Education is requested to approve the following resolution:

**RESOLUTION**

**WHEREAS**, on March 12, 2013, the Sayreville Board of Education (“Board”) held a public bid opening for the Roof Replacement and Masonry Repairs at the Eisenhower Elementary School project (“Project”); and

**WHEREAS**, the Board received eleven (11) bids at the bid opening; and

**WHEREAS**, in addition to other trade classifications, the Project bid specifications required that either the bidder or its subcontractors must be classified by the New Jersey Division of Property Management and Construction in trade classification C029 – Structural Steel and Ornamental Iron; and

**WHEREAS**, the lowest numerical bid was submitted by Northeast Roof Maintenance, Inc. (“Northeast”); and

**WHEREAS**, a review of Northeast's bid reveals that Northeast does not maintain the required C029 trade classification and did not name or list a subcontractor in its bid that possesses the C029 trade classification, in violation of the bid specifications and N.J.S.A. 18A:18A-18; and

**WHEREAS**, the Board has determined that Northeast's failure to possess the C029 trade classification or to list in its bid a subcontractor that possesses said classification, makes the bid non-responsive and constitutes a material, non-waivable defect; and

**WHEREAS**, the second lowest numerical bid was submitted by Safeway Contracting, Inc. ("Safeway"); and

**WHEREAS**, a review of Safeway's bid reveals that Safeway does not maintain the required C029 trade classification and did not name or list a subcontractor in its bid that possesses the C029 trade classification, in violation of the bid specifications and N.J.S.A. 18A:18A-18; and

**WHEREAS**, a review of Safeway's bid also reveals that Safeway submitted two (2) bid proposal forms with different bid prices; and

**WHEREAS**, the Board has determined that Safeway's failure to possess the C029 trade classification or to list in its bid a subcontractor that possesses said classification, makes the bid non-responsive and constitutes a material, non-waivable defect, and

**WHEREAS**, the Board has determined that Safeway's submission of multiple bid proposal forms constitutes a material, non-waivable defects; and

**WHEREAS**, the remaining bids substantially exceed the Board's cost estimate for the Project and the Board's appropriation for the Project; and

**WHEREAS**, N.J.S.A. 18A:18A-22, permits a board of education to reject all bids for a project when the lowest responsive bid substantially exceeds the cost estimate for the project and/or the lowest responsive bid substantially exceeds the board's appropriation for the project.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby rejects Northeast's bid as non-responsive on the basis that Northeast does not maintain the required C029 trade classification and did not name or list a subcontractor in its bid that possesses the C029 trade classification as required by the bid specifications and N.J.S.A. 18A:18A-18; and

**BE IT FURTHER RESOLVED**, that the Board hereby rejects Safeway's bid as non-responsive on the basis that Safeway does not maintain the required C029 trade classification and did not name or list a subcontractor in its bid that possesses the C029 trade classification as required by the bid specifications and N.J.S.A. 18A:18A-18; and

**BE IT FURTHER RESOLVED**, that the Board further rejects Safeway's bid based upon Safeway's submission of multiple bid proposal forms, which the Board has determined is a material, non-waivable defect; and

**BE IT FURTHER RESOLVED**, that in accordance with the provisions of N.J.S.A. 18A:18A-22, the Board rejects the remaining bids on the basis that they substantially exceed the Board's cost estimate for the Project and/or they substantially exceed the Board's appropriation for the Project; and

**BE IT FURTHER RESOLVED**, that the Business Administrator is authorized to return the bid securities to all bidders; and

**BE IT FURTHER RESOLVED**, that the Business Administrator is authorized to take all actions necessary to re-bid the Project.

16. The Board of Education is requested to approve authorizing the Business Administrator/Board Secretary to advertise for bid Transportation for In/Out of District Students for the 2013-14 school year.

17. The Board of Education is requested to approve the attendance of Dr. Frank Alfano, Superintendent of Schools, at the NJASA/NJAPSA Annual Spring Conference in Atlantic City from May 20, 2013 to May 22, 2013. Expenses to be paid in accordance with Board Policy and OMB Guidelines.

Registration:	\$425
Accommodations:	\$125/night

18. The Board of Education is requested to authorize the Board Secretary to make all necessary arrangements for purchasing the awards of plaques and checks - \$100 face value and \$250 face value for four (4) years perfect attendance, for graduation scholarship awards and printing of commencement programs. These are to be awarded for excellence in scholastic areas; perfect attendance for four (4) years and other areas such as physical education, art, music, etc.

19. The Board of Education is requested to approve the purchase of Tools of the Mind Preschool Curriculum in the amount of \$28,750.

20. The Board of Education is requested to approve the purchase of a Dell Projector in the amount of \$508.63 for NJ Nonpublic School Technology Initiative Program (O.L.V.).

21. The Board of Education is requested to approve the Permission to Apply for Funds to support Learning Environments disrupted by Hurricane Sandy for the purposes described in the application in the amount of \$148,517.

**C – PERSONNEL (NON-CERTIFIED)**

1. The Board of Education is requested to honor the following retirements at the effective dates indicated below:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Dorothy Dunn	Paraprofessional	MS	July 1, 2013
Deborah Peck	Cafeteria Worker	Arleth	April 1, 2013

2. The Board of Education is requested to grant an unpaid medical leave of absence to Misoon Kelly, cafeteria worker at the Sayreville Middle School, from March 8 through June 8, 2013.

3. The Board of Education is requested to grant retroactively an extension to an unpaid medical leave of absence for Ronald Guth, 3 PM-11 PM custodian at the Sayreville Middle School, through March 22, 2013.

4. The Board of Education is requested to grant an unpaid personal leave of absence (FMLA) to Peter Vichorec, 3 PM-11 PM custodian at the Sayreville War Memorial High School, beginning April 2, 2013 through April 22, 2013.

5. The Board of Education is requested to amend the 2013-14 salary\*\* of Kathryn Berish, Payroll Specialist, to include a longevity stipend as follows:

2013-14 <u>BASE</u> \$57,652**	2013-14 <u>LONGEVITY</u> \$720	2013-14 <u>SALARY</u> \$58,372
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\*\*Based on 2012-13 Salary Guide

6. The Board of Education is requested to approve the following support personnel to the substitute or temporary help lists for school year 2012-13 and 2013-14. All applicants are certified for substituting. *All substitute applicants cannot be used as a substitute employee until their name appears on an approved substitute list issued by the Superintendent's Office.*

Bus Driver

\*Parse, James

Custodian

\*Parse, James

Paraprofessional

\*Khan, Alicia

\*Santapaga, Margaret

\*Conditional upon final approval by the N.J. Department of Education and the Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq. or N.J.S.A. 18A:6-4.13 et seq.

**D- PERSONNEL (CERTIFIED)**

1. The Board of Education is requested to honor the retirement of Barbara Parillo, First-Grade Teacher at the Wilson Elementary School, effective July 1, 2013.

2. The Board of Education is requested to grant an unpaid medical leave of absence to Courtney Ferraro, Math Teacher at the Sayreville War Memorial High School, from April 8 through May 9, 2013.



3. The Board of Education is requested to grant a pregnancy leave of absence to Courtney Ferraro, Math Teacher at the Sayreville War Memorial High School, beginning May 10, 2013 and terminating twenty days after delivery. Upon verification of delivery and subsequent use of allowable disability leave, Mrs. Ferraro requests a childrearing leave through June 30, 2013.

4. The Board of Education is requested to grant a pregnancy leave of absence to Meghan Grove, LDT-C for the Samsel Upper Elementary School, beginning June 3, 2013 and terminating twenty days after delivery.

5. The Board of Education is requested to grant a pregnancy leave of absence to Raiza Shultz, Speech/Language Specialist for the Samsel Upper Elementary School, beginning June 6, 2013 and terminating twenty days after delivery.

6. The Board of Education is requested to grant an extension to a childrearing leave of absence to Rochell Alves, Spanish Teacher at the Sayreville War Memorial High School, for the 2013-14 school year.

7. The Board of Education is requested to grant an extension to a childrearing leave of absence for Heather Lacey, Kindergarten Teacher at the Arleth Elementary School, for the 2013-14 school year.

8. The Board of Education is requested to grant an extension to a childrearing leave of absence to Lauren Schlogl, Grade 1 Teacher at the Arleth Elementary School, for the 2013-14 school year.

9. The Board of Education is requested to grant a childrearing leave of absence to Courtney Ferraro, Math Teacher at the Sayreville War Memorial High School, from September 1, 2013 through November 12, 2013 (or the “approved” beginning of the Second Marking Period).

10. The Board of Education is requested to approve an amendment in the coaching stipend of John Walsh, Assistant Spring Track Coach at the Sayreville War Memorial High School, from \$6,392 to \$4,261 (two-thirds the original amount) due to a leave of absence during one-third of the season.

11. The Board of Education is requested to approve the following professional days at the amounts listed in addition to mileage at the employee’s respective contractually negotiated rate.

Name	Professional Day	Date	Registration Fee
Edward Aguiles	NJASA School Security Conference	Retroactive 3/13/13	\$100.00
Frank Alfano	NJASA School Security Conference	Retroactive 3/13/13	\$100.00

Sheila Berman	2013 Career Planning and Readiness Conference	4/11/13	Free
Alicia Berry	Social Skills: Get Them, Have Them, Use Them	4/26/13	\$100.00 Title IIA
Danielle Bucco	Outstanding Technology Projects to Enhance Content Learning (Grades 2-6)	4/3/13	\$150.00 Title IIA
Allison Cella	Teach at the Beach 2013	5/17/13	\$75.00
Pamela Chartock	Never Forget How and Why to Memorialize Horrific Events	5/1/13	Free
Christine Clark	Using Technology in the Art Room	4/18/13	\$150.00
Colleen Comerford	New Jersey Wage and Hour and Wage Payment and Child Labor Laws, Regulations and Hazardous Orders Course for School Business	4/18/13	\$90.00
Colleen Comerford	Federal Wage and Hour and Child Labor Laws, Regulations and Hazardous Orders Course for School Business	4/24/13	\$90.00
Colleen Comerford	OSHA 10 PLUS for School Business	4/30/13 & 5/1/13	\$185.00
Colleen Comerford	Designing and Implementing Student Training Plans for School Business	5/14/13 & 5/15/13 & 5/16/13	\$270.00
Emidio D'Andrea	NJASA School Security Conference	Retroactive 3/13/13	\$100.00
Cynthia DeFina	NJASP Spring Conference 2013 - The Psychologist's Toolkit	5/3/13	Free
Elissa Dembner	New Jersey Speech-Language-Hearing Association	4/25 and 4/26/13	\$250.00
Jacqueline Dobos	Implementing the Common Core Series	5/21 and 5/22/13	\$125.00
Mary Fallon	Jostens Cover Workshop	5/3/13	Free
Joan Ferraro	Best iPad Apps and iPad Strategies to Increase Student Learning	5/23/13	\$150.00 Title IIA
Alyssa Garnett	Childhood Neurology	4/5/13	\$150.00
Kelly Gelber	iPads and Language Arts	4/9/13	\$150.00
Jennifer Gordon	Law Related Evaluation Conference	4/13/13	Free
Mary Ann Gordon	New Jersey Technology and Engineering Educators Annual Conference	5/10/13	\$150.00
Mary Ann Gordon	NJAFPA Spring Training Institute	5/29/13	\$149.00
Lori Herschkowitz	Social Skills: Get Them, Have Them, Use Them	4/24/13	\$100.00
Benjamin Isabella	Olympic Style Weight Training	5/1/13	Free
Cecily Kong	Understanding and Supporting Child and Teen Grief	4/30/13	\$129.00
Jennifer LaScala	Art Teacher Professional Development Workshop	5/8/13	\$45.00
Kevin LaScala	Art Teacher Professional Development Workshop	5/8/13	\$45.00
Dawnrae Lawrence-Force	Transition Workshop for School Business	4/19/13	Free
Kimberly Lawson	2013 NJ Farm to School Conference	4/3/13	\$46.68

Kimberly Lawson	Teach at the Beach 2013	5/17/13	\$75.00
Randy Levy	The New Jersey Association of Learning Consultants – Spring Conference 2013	4/19/13	\$85.00
Elgen Lewis	In-Class Support and the Co-Teaching Classroom	4/25/13	\$100.00
Deanna Loch	New Jersey Wage and Hour and Wage Payment and Child Labor Laws, Regulations and Hazardous Orders Course for School Business	4/18/13	\$90.00
Deanna Loch	Federal Wage and Hour and Child Labor Laws, Regulations and Hazardous Orders Course for School Business	4/24/13	\$90.00
Deanna Loch	OSHA 10 PLUS for School Business	4/30/13 & 5/1/13	\$185.00
Deanna Loch	Designing and Implementing Student Training Plans for School Business	5/14/13 5/15/13 5/16/13	\$270.00
Lori McLafferty	iPads and Language Arts	4/9/13	\$150.00
Noreen Mahony	The Art of Presentation	4/18/17	\$105.00
Noreen Mahony	Understanding and Supporting Child and Teen Grief	4/30/13	\$129.00
Katherine Mojzsis	Society of North American Goldsmiths Annual Conference	5/16 and 5/17/13	\$300.00
Maria Charito Orogo-Coe	The Assessment of Functional Living Skills	4/23/13	\$120.00
Nikki Panza	2013 New Jersey Anti-Bullying Conference for School Business	5/29/13 & 5/30/13	\$179.00
Melissa Pekosz	Supporting Executive Functions Throughout the PreK-3 <sup>rd</sup> Grade Continuum	5/3/13	\$45.00
Michael Provenza	Inaugural New Jersey Basketball Coaches' Clinic	4/12/13	\$135.00
Carolyn Santos	American Industrialization – New Jersey Experience	4/25/13	\$35.00
Debra Sheldon	PreK-3 <sup>rd</sup> Leadership Conference	5/3/13	\$45.00
Dina Silvestri	Using The iPad As a Tool for Math Instruction	5/22/13	\$100.00
Dina Silvestri	Social Skills, Get Them, Have Them, Use Them	4/24/13	\$100.00
Denise Steiner	Motivational Interviewing: Eliciting Client's Own Arguments for Change	5/8/13	\$99.00
Nicole Troisi	Teach at the Beach 2013	5/17/13	\$75.00
Nicole Troisi	2013 NJ Farm to School Conference	4/3/13	\$46.68
Helen Trpisovsky	Presentation on the Impact of Recent Changes to the DDD/DCF System for School Business	4/19/13	Free
Helen Trpisovsky	Dealing with Difficult Parents and Families	6/27/13	\$139.00
Nadine Vigilotti	Using The iPad As A Tool for Math Instruction	5/22/13	\$100.00
Amanda Wilkes	Childhood Neurology	4/5/13	\$150.00
John Wojcik	Inaugural New Jersey Basketball Coaches' Clinic	4/12/13	\$135.00

Katie Walsh	2013 TESOL Conference for School Business	5/29 and 5/30/13	\$219.00 Title III
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12. The Board of Education is requested to amend the previous approved certified personnel for the SAT Prep Program Stipends (tuition based) due to increased enrollment, as follows:

- Ira Babyatt - \$1,400 (\$100/student X 14 students)
- Gordon Inverno - \$2,000 (\$100/student X 20 students)

13. The Board of Education is requested to approve retroactively, the appointment of Michael Salum as Interim Assistant Spring Track Coach for one-third of the season, beginning March 12, 2013 through April 1, 2013, at an adjusted rate of \$2,131.

14. Pursuant to N.J.A.C. 6:11-4.6, the Board of Education is requested to appoint the following individuals as coaching aides (unpaid) for school year 2012-13:

<u>NAME</u>	<u>ASSIGNMENT</u>
Stephen Logan	Spring Track
Dominic Provenza	Boys Tennis

15. The Board of Education is requested to approve the employment of the following personnel for school year 2012-13 at the salaries and assignments indicated below.

Name	Location	Assignment	2012-13 Salary	Effective Dates	Track
Forsthoffer, Laura (E. Poulsen)	SMS	Replacement Grade 8 LAL Teacher	Prorated \$44,753 (BA. Step 1)	Retroactive 3/12/2013 Thru 6/30/13	Non Tenure

16. The Board of Education is requested to approve the following support personnel to the substitute teacher list for school year 2012-13 and 2013-14. All applicants are certified for substituting. *All substitute applicants cannot be used as a substitute employee until their name appears on an approved substitute list issued by the Superintendent's Office.*

- \*DeStefano, Francesco
- \*Duran, Eduardo
- \*Kulick, Jillian
- Makely, Heather
- \*Omokeji, Olamide
- \*Parchman, Melia

\*Conditional upon final approval by the N.J. Department of Education and the Board further authorizes the submission of an application for emergency hiring pursuant to N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq. or N.J.S.A. 18A:6-4.13 et seq.

**E – POLICY**

1. The Board of Education is requested to approve the first reading of the following Policies:

**SAYREVILLE  
BOARD OF EDUCATION  
POLICY**

<b>FILE CODE: 3327</b>
<u>  X  </u> <b>Monitored</b>
<u>      </u> <b>Mandated</b>
<u>  X  </u> <b>Other Reasons</b>

RELATIONS WITH VENDORS

The Board of Education wishes to maintain good working relations with vendors who supply materials and services to the school system. Constructive efforts by the administration to seek the advice and counsel of vendors about how to improve such relationships are encouraged.

In the schools, vendors shall be seen by appointment only. Vendors who call upon a school shall be governed by policy #1250. Teachers or supervisors of instruction who have invited vendors to call should notify the principal's office in advance so that proper courtesies may be extended.

No agents, canvassers, or vendors shall have access to teachers during their classes. No business concern which solicits or gains business through the school system shall use school facilities for this purpose.

Nondiscrimination

All vendors shall supply assurances that they do not practice discrimination as described in the administrative code. All vendors shall be informed that harassment of any kind of district pupils or employees by their representatives is prohibited.

Honest and Ethical Relations with Vendors; Pay-to-Play Restrictions

The district shall maintain honest and ethical relations with vendors and shall guard against favoritism, improvidence, extravagance and corruption in its contracting processes and practices. The school board will not vote upon or award a contract in the amount of \$17,500 or greater to any business entity which has made a reportable contribution to a member of the district board of education during the previous one-year period. Such contributions, to any member of the school board, from any entity doing business with the district are prohibited during the term of the contract, including contributions by a vendor's spouse or child, or contributions by any person having an interest in the business entity. Disclosure of contributions shall be made when contracts are required by law to be publicly bid. However, these limitations do not apply when a district emergency requires the immediate delivery of goods or services.

Disbarred Vendors Will Not Be Used

When acquiring goods and services under federally sponsored programs, the school district will not contract with a vendor who is currently either disbarred or suspended from doing business with the Federal government. Prior to contract award, and in accordance with Federal requirements, the business administrator or contracting specialist will check the Federal Excluded Parties List System (EPLS) to ensure that the prospective contractor is not found in the EPLS. Results from the EPLS search shall be made part of the purchase order/contract documentation. Should a prospective vendor be found to be debarred or suspended by the Federal government, the business administrator's office will notify the Superintendent of this finding and will place a hold on the supplier's registration within the school district financial system.

Strategies to Avoid Excessive Professional Services Expenditures

The board will seek to avoid excessive professional services expenditures, such as by:

- A. establishing a maximum dollar limit, for budgetary purposes,
- B. following state legal requirements and procedures to obtain the highest quality services at a fair and competitive price or through a shared service arrangement. This may include issuance of such contracts through a request for proposals (RFP) based on cost and other specified factors or other comparable process such as the use of the "fair and open process" as defined in N.J.S.A. 19:44A-20.7; and
- C. limiting professional services contracts to non-recurring or specialized work for which the district does not possess adequate in-house resources or expertise.

Prudent Use of Legal Services

All contracts for legal services must comply with the payment requirements and restrictions set forth in N.J.S.A. 18A:19-1 as follows:

- A. Advance payments for legal services are prohibited;
- B. Services to be provided shall be described in detail in the contract;
- C. Invoices for payment shall itemize the services provided for the billing period; and
- D. Payment shall only be for services actually provided.

If at any time the district's legal costs exceed 130 percent of the Statewide average per pupil amount, the procedures set forth in N.J.S.A. 6A:23A-5.2(a)3 will be implemented, unless evidence can be provided that such procedures would not result in a reduction of cost.

These procedures require the district to:

- A. Limit and designate the persons with the authority to request services or advice from contracted legal counsel;
- B. Legal counsel will not be used unnecessarily to make management decisions or to obtain readily available information such as district policies;
- C. Requests for legal advice shall be made in writing; and
- D. Contact logs and records shall be kept and reviewed to determine that the requests for legal advice are necessary.

Possible

<u>Cross References:</u>	1250	Visitors
	1330	Use of school facilities
	2224	Nondiscrimination/affirmative action
	3320	Purchasing procedures
	4119.21	Conflict of interest
	4219.21	Conflict of interest
	9270	Conflict of interest

Key Words

Vendors, Sexual Harassment, Harassment, Nondiscrimination, Affirmative Action

Date Adopted: 08/23/2005

Date Revised: 12/16/2008, 03/16/201

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**SAYREVILLE  
BOARD OF EDUCATION  
POLICY**

**FILE CODE: 1600.2**  
 **Monitored**  
 **Mandated**  
 **Other Reasons**

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ADVERTISING, SPONSORSHIP, AND COMMERCIAL ACTIVITIES

It is the policy of the Sayreville Board of Education to significantly restrict commercial advertising on or within district-operated property. Corporate support that maintains the integrity of the learning environment is encouraged.

Definitions

- A. "Advertising" shall be defined as an oral, written or graphic statement made by the producer, manufacturer, or seller of products, equipment, or services which calls for the public's attention to arouse a desire to buy, use, or patronize the product, equipment, or services. This includes the visible promotion of product logos for other than identification purposes. Brand names, trademarks, logos or tags for product or service identification purposes are not considered advertising.

Also, nothing in this Policy or Procedure is intended to limit announcements, information, or logos of school-related non-profit corporations, such as the PTO, other Parent Teacher Organizations, or other school-related organizations.

- B. "Sponsorship" shall be defined as an agreement between a school district, an individual school, or a site based or parent based group with an individual group, company or community-based organization in which the sponsor provides financial or resource support in exchange for recognition.
- C. "A Partnership" shall be defined as an agreement between a school or school district and a private entity, wherein the basis and the terms of the relationship are set by the school district, and agreed upon by the private entity, or reached mutually. Frequently a partnership is less formal than a contractual relationship. The school or school district should not be required by the partnership to sell products to students, expose students to advertisements during school time, or place advertising on school property. Partnerships should be of a non-exclusive nature, and should not adversely affect or distract from the instructional mission of the school.
- D. "Sponsored Educational Materials" shall be defined as educational materials and programs developed and/or funded by commercial enterprises, trade organizations, or non-profit organizations with significant corporate backing. These materials are intended for use or distribution at schools, and can be intended for use as either primary or supplemental curriculum.
- E. "Electronic Media" shall be defined as any type of instruction that happens during school time, or any program shown during school time that requires the use of electronic equipment, such as televisions, video equipment, computers, movie projectors, etc.

#### General Principles

School-business relationships based on sound principles and community input can contribute to high quality education. However, compulsory attendance creates an obligation for the school district to protect the welfare of students and the integrity of the learning environment. Therefore, when working together, schools and businesses must ensure that educational values are not distorted in the process. Positive school-business relationships should be ethical and structured in accordance with the following principles:

- A. All corporate support or activity shall be consistent with State, District, and school academic standards and goals. Commercial involvement must also be structured to meet identified educational needs, not commercial motives.
- B. All corporate support or activity must be consistent with Sayreville School District policies prohibiting discrimination on the basis of race, color, national origin, religion, sex, handicap, age, or sexual orientation, and must be age-appropriate for the students involved.
- C. No corporate support or activity will be permitted in the District or in the schools that:
  - 1. Promotes the use of illicit drugs, alcohol, tobacco, or firearms
  - 2. Promotes hostility, disorder, or violence



3. Attacks or demeans any ethnic, racial, or religious group
  4. Is libelous
  5. Promotes any specific religion
  6. Promotes or opposes any political candidate or ballot proposition
  7. Inhibits the functioning of any school
- D. District/school personnel must retain the discretion on how or whether to integrate commercially sponsored or provided material or programs into the curriculum. Also, school activities shall not be about a commercial sponsor, e.g., students shall not be required to make art projects or write essays primarily about sponsors.
- E. Parents and community members shall be afforded the opportunity to provide input at a meeting of the Sayreville Board of Education prior to approval of any proposed advertising, sponsorship or commercial activity.

Specific Limitations on District and School Based Advertising

- A. Students shall not be required to observe, listen to or read commercial advertising in the school-building except as follows:
1. Advertising is permitted in connection with courses of study which have specific lessons related to advertising. It will be up to each school to decide whether the lessons related to advertising are appropriate.
  2. Advertising is permitted in school newspapers and event programs.
  3. Advertising is permitted in such supplementary classroom and library materials as newspapers, magazines, television, the internet, and similar media where they are used in a class such as current events, or where they serve as an appropriate research tool.
  4. Information concerning educational activities or opportunities of interest to students and others in the school community, such as flyers and brochures regarding such things as sports camps, summer camps or summer activities shall be permitted, provided required approval is obtained in accordance with district policy.
- B. Neither the District nor any school shall purchase or use any sponsored educational materials that contain promotional information about a product, service, company, or industry that is inappropriate to the lesson being taught in the content of the curriculum.
- C. No corporate relationship shall be permitted which requires students to advertise a product, service, company, or industry. This prohibition on student advertising includes athletic uniforms and equipment, although uniforms and equipment may display the name or logo of the uniform and equipment manufacturer or supplier.
- D. Neither the District nor any school shall require students to complete surveys to provide marketing information to vendors, or distribute to vendors any personal information of students, including, but not limited to names, addresses, and telephone numbers, except as may be required by law. In addition, neither the

District nor any school shall enter into any contract for products or services, including electronic media services, where personal information will be collected from the students by the providers of the services in question. Personal information includes, but is not limited to, the student's name, telephone number and home address.

Logos and Sponsorship

- A. All company logos appearing on District property, including logos on materials, supplies, or equipment purchased, rented, or leased by or donated to the District, shall be for product or sponsor identification purposes only. Logos for sponsor identification purposes shall not be permitted on District property, materials, supplies, or equipment for the purpose of advertising to students. School-based personnel shall be the primary decision-makers in the schools regarding whether a sponsor identification logo is for identification or advertising purposes. In determining whether the logo is for identification or advertising, the following criteria should be used: the size and location of the logo, the attention drawn to the logo compared with the intended use of the material, and the age of the students who will view it. Vending machine facades shall not be used for advertising. The name and logo of product manufacturers, such as the soft drink makers, can appear if they are for identification purposes only.
- B. It is appropriate that corporate sponsors and donors receive recognition for their support. Such recognition can be in the form of the corporate name or a logo for identification purposes on the product or materials provided, or a written acknowledgment in an appropriate school publication.

Possible

Cross References:

1000/1010	Concepts and roles in community relations; goals and objectives
1100	Communicating with the public
1200	Participation by the public
1220	<u>Ad hoc</u> advisory committees
1330	Use of school facilities
2131	Superintendent of Schools
6010	Goals and objectives
6122	Articulation
6162.4	Community resources

Key Words

Advertising, Sponsorship, Logos, Relations Between Other Entities and the District

Date Adopted:

Date Revised:

**F – CURRICULUM**

1. The Board of Education is requested to accept Harassment, Intimidation and Bullying Reports and Findings for Reports #46-2012-13-#48-2012-13.

2. The Board of Education is requested to approve the District's School Calendar for the 2013-14 school year as follows:

**September (Days students are in school – 17)**

September 2 – Labor Day - No School  
September 3-4 - First Days for Staff -- Workshops – No school for Students  
September 5 – Rosh Hashana – No School  
September 6 – First Days for Students

**October (Days students are in school – 22)**

October 4 – Early Dismissal for Back To School Nights  
October 14 – Columbus Day – No School

**November (Days students are in school – 15)**

November 5 – Election Day – Staff Development Day for all Staff and No School for Students  
November 7-8 – Teacher's Convention – No School  
November 11 – Veteran's Day – No School  
November 27 – Early Dismissal  
November 28-29 – Thanksgiving – No School

**December (Days students are in school – 15)**

December 23-31 – Winter Recess – No School

**January (Days students are in school – 21)**

January 1 – New Year's Recess – No School  
January 13 – One Session Day – PD DAY (2.5 hours)  
January 20 – Martin Luther King – No School

**February (Days students are in school – 19)**

February 17 – President's Day – No School

**March (Days students are in school – 21)**

March 10 – One Session – PD DAY (2.5 hours)

**April (Days students are in school – 17)**

April 14-18 – Spring Recess – No School

**May (Days students are in school – 21)**

May 19 – One Session Day – PD DAY (2.5 hours)  
May 26 – Memorial Day Weekend – No School

**June (Days students are in school – 14) – TOTAL = 182 (Students) & 186 (Staff)**

June 19 – Last Day for Students  
June 20 – Last Day for Staff

The above calendar **does NOT allow for inclement weather days**. If schools are closed for any

reason, then some of the days **MAY** be made up at the end of the school year **or** on November 7, 8, January 20, February 17, April 14, 15, 16, 17, and May 26, 2014. Make up days will impact the day of graduation.

In the event that the State Legislature and the Governor mandate State Holidays which are not listed on the above calendar, these days would be celebrated and added to the make-up days.

In the event that any of the above dates are not mandated by the State Legislature, Governor or State Department of Education, then school could be open and all employees shall be expected to report for work.

3. The Board of Education is requested to approve the following for the Special Services Department:

- a. Placement of the following classified student in an out-of-district placement for the school year (2012-2013) (Transportation is required): (1)

<u>Student(s)</u>	<u>School</u>	<u>Cost Per Student</u>	<u>Pro-Rated Cost</u>
1	CPC High Point	\$69,700.00	\$340.00/day
1	F.W. Holbein Middle School	\$ 12,200.00	\$67.78/day

- b. Extended School Year beginning on July 8, 2013 through August 8, 2013, Monday through Thursday from 9:00a.m to 12p.m.
- c. Request to schedule an Augmentative Communication (AAC) Evaluation at a total cost of \$630.00 payable to Tech Connection for a classified student. (1)
- d. Lapel Microphone for a classified student at a total cost of \$88.00 Payable to Oticon, (1)
- e. As of March 2013, there were 5 students on Home Instruction
- f. Home Instruction for 35 students for the month of March 2013.

ND	New determination - special education eligibility for student within the district
NR	New registration - student with eligibility for special education services from another district/state
NS	New state agency placement – student with eligibility for special education services
T	Transfer of placement – district special education student
S	Transfer of placement – by State agency mandate/action
E	Evaluation criteria mandated by NJAC:6A Chapter 14
D	Diagnostic evaluation / consultation for IEP planning
I	IEP requirement
P	Program requirement specific to the placement or individual
M	Medically required accommodation or service
C	Placement and/or classification decisions impacted by court Mandate.
R	Placement and/or services resulting from resolution to mediation.

4. The Board of Education is requested to approve the following new and/or revised courses for the 2012-13 school year, as follows:

<u>COURSE</u>	<u>GRADE</u>
Marine Biology	HS
CP Physics	HS
Science	4
Science	5

5. The Board of Education is requested to approve retroactively a regular education student to attend Coastal Learning Center at a cost of \$26,352, for the 2012-13 school year.

**G – CO-CURRICULUM**

1. The Board of Education is requested to approve the attendance and participation of four (4) DECA students from Sayreville War Memorial High School in the DECA 2013 International Career Development Conference in Anaheim, California from April 23 – April 28, 2013. The following students are eligible to go to the national conference:

<b>Name of Student:</b>	<b>Event:</b>	<b>Placement:</b>
Chris Kong	Hotel Lodging & Management*	4 <sup>th</sup> Place
Katie Hoff & Paige Gallagher	Food for Thought Paper	Gold Level
Jay Desai	Chapter Activity	Substitute

Mrs. Berman and Mr. Zurawski will chaperone the trip.

All of the following expenses will be paid by the Board Of Education:

Description		Unit Cost	Total
Student Registration	4	\$105.00	\$420.00

2. The Board of Education is requested to approve the attendance and participation of seven (7) DECA students from Sayreville War Memorial High School and two (2) chaperones, Mrs. Berman and Mr. Zurawski in the DECA 2013 International Career Development Conference in Anaheim California from April 23 – April 28, 2013. These students qualified to go to the national conference by placing at the state competition in their individual events.

<b>Name of Student:</b>	<b>Event:</b>	<b>Placement:</b>
Ashley Perez	Accounting Applications	1 <sup>st</sup> Place
Vickrant Singh	Accounting Applications	2 <sup>nd</sup> Place
Shivam Patel	Sports & Entertainment Marketing	1 <sup>st</sup> Place
Khusbu Jasani & Sonia Parikh	Entrepreneurship Written Event	3 <sup>rd</sup> Place
Monica Torres	CAP and Hotel Lodging & Management	1 <sup>st</sup> Place
Alice Nkanga	New Jersey State Pin Design	1 <sup>st</sup> Place

All of the following expenses will be paid by the Board Of Education

\*\*\*Prices may change based on availability. The following costs are based on the 3/18 price.

Description		Unit Cost	Total
Student Registration	7	\$105.00	\$735.00
Student Airfare w/ luggage	7	\$665.55	\$4,658.85
Student Hotel Rooms from 4/23 to 4/28 @ 222.30 per night double occupancy	20	\$222.30	\$4,446.00
Transfers	7	\$42.50	\$297.50
Teacher Registration	2	\$105.00	\$210.00
Teacher Airfare	2	\$647.55	\$1,295.10
Teacher Hotel Room from 4/23 to 4/28 @ \$190.00 per night	10	\$190.00	\$1,900.00
Transfers	2	\$42.50	\$85.00
Teacher Meals as per federal regulations	9	\$390.50	\$3,514.50

\$17,141.95

\*\*\*Cost not to exceed \$20,000

3. The Board of Education is requested to approve the Sayreville War Memorial High School Music Department to host the Symphonic Band Invitational and to use the following rooms at the high school: the auditorium, band room and cafeteria for rehearsals and performances on the following days:

Friday, January 3, 2014	6:00 PM - 9:00 PM
Saturday, January 4, 2014	10:00 AM – 2:30 PM
Friday, January 10, 2014	6:00 PM – 9:00 PM
Friday, January 17, 2014	6:00 PM – 9:00 PM
Saturday, January 18, 2014	4:00 PM – 9:30 PM
Thursday, January 23, 2014	4:00 PM – 9:30 PM (snow date)

4. The Board of Education is requested to approve the Summer Enrichment Program to be held at the Samsel Upper Elementary School during the summer of 2013. This is a tuition based program and is at no cost to the Board.

5. The Board of Education is requested to approve the employment of Nina Obyrk as Program Director for the 2013 Summer Enrichment Program at the Samsel Upper Elementary School. The salary for this position will be based upon enrollment and paid at \$40 per hour/8.5 hour day. This program is tuition-based and is at no cost to the Board.

6. The Board of Education is requested to approve the following teachers to work the 2013 Summer Enrichment Program at the Samsel Upper Elementary School. All employment is contingent upon enrollment. The hourly rate will not exceed \$40 per hour; the exact rate and the number of hours worked will be determined upon final enrollment figures. This program is tuition based and is at no cost to the Board.

Mary Desmond  
 Jeanna Duda  
 Dana Ebbighausen

Kerry Fleschner  
 Laura Hornlein  
 Melissa Brown

7. The Board of Education is requested to approve the use of the Sayreville War Memorial High School band room and practice field for the Music Department’s summer marching band practice on Wednesdays from July 3, 2013 through August 14, 2013, from 5:00 PM to 9:00 PM. Custodians to be assigned without overtime.

8. The Board of Education is requested to approve a request by the Auto Tech Club at Sayreville War Memorial High School to hold the third annual Car Show Fundraiser for Mya Terry, an 11 year-old girl with Lymphoma. The event will be held on Sunday, June 23, 2013 in the high school parking lot from 9:00 AM to 3:00 PM with a rain date of July 7, 2013.

9. The Board of Education is requested to approve two students and one staff member to attend a SADD National Conference in Orlando, Florida from Saturday, June 22, 2013 through Tuesday, June 25, 2013. All costs will be paid by DCH Auto Group.

10. The Board of Education is requested to approve a request to change the date of the Annual Powder Puff Football game from Thursday, May 23, 2013 to Tuesday, May 21, 2013.

11. The Board of Education is requested to approve the Wilson Elementary School to hold a Talent Show on Thursday, May 9, 2013 from 6:00 PM to 9:00 PM in the auditorium.

12. The Board of Education is requested to approve the Wilson Elementary School to hold a Battle of the Books on Thursday, April 18, 2013 at 7:00 PM in the auditorium.

13. The Board of Education is requested to approve a recital for the Sayreville War Memorial High School's Tri-M (Music Honor Society) on Thursday, April 18, 2013 from 7:30 PM to 9:00 PM in the band room.

14. The Board of Education is requested to approve the Truman Elementary School to hold a Chorus Show and Spanish Fiesta on Thursday, May 23, 2013, from 5:00 PM to 9:00 PM in the all-purpose room.

**H – SUPPORT SERVICES**

1. The Board of Education is requested to waive the transportation policy as outlined by the following parent(s):

<u>Name</u>	<u>School(s)</u>	<u>Reason</u>
Sara Dilone	Samsel (Project Before)	Employment
Samona Trautvetter	Samsel	Employment

2. The Board of Education is requested to approve the following transportation route for school year 2012-13 with Middlesex Regional Educational Services Commission as host:

Route: N437  
 School: Summit Speech School  
 Cost: \$157.00 per diem – \$40.00 aide  
 Start Date: March 11, 2013



3. The Board of Education is requested to approve the renewal of the following special education transportation routes for school year 2013-14:

Route	School	# Of Days	Total Per Diem Cost 2012-13	%	Increase	Total Per Diem Cost 2013-14	Total Per Annum Cost 2013-14
<b>Contract: UNL#1 – Unlimited Autos, Inc.</b>							
79/JFK	JFK – Full Day	182	\$113.98	2%	\$2.28	\$116.26	\$21,159.32
84/MID#1	JFK – Midday	182	\$53.75	2%	\$1.08	\$54.83	\$9,979.06
<b>Contract: BRN#1 – Browntown Bus Service, Inc.</b>							
12/ALC	Academy Learning Center	210	\$247.00 w/aide	2%	\$4.94	\$251.94	\$52,907.40
<b>Contract: KAB#3 – Keyport Auto Body Shop, Inc.</b>							
12/CC	Children’s Center (wheelchair added)	210	\$289.00 w/aide	0%	-	\$289.00	\$60,690.00
12/RU	Rugby School	210	\$296.00 w/aide	-	(\$35.00)	\$261.00	\$54,810.00
<b>Contract: KAB#2 – Keyport Auto Body, Inc.</b>							
12/CLH	Coastal School - Howell	210	\$251.67 w/aide	2%	\$5.03	\$256.70	\$53,907.00
<b>Contract: KEN#1 – Kensington Bus Company, Inc.</b>							
12/HS	Harbor School	210	\$260.75 w/aide	2%	\$5.22	\$265.97	\$55,853.70
12/NRS	New Road – Somerset	210	\$187.50	2%	\$3.75	\$191.25	\$40,162.50
<b>Contract: DAP#2 – George Dapper, Inc.</b>							
12/HPA	High Point Adolescent	210	\$201.74	2.63%	\$5.31	\$207.05	\$43,480.50
12/NRP	New Road – Parlin (wheelchair)	210	\$232.57 w/aide	2.63%	\$6.12	\$238.69	\$50,124.90
<b>Contract: DAP#1 – George Dapper, Inc.</b>							
12/CLL/2	Center for Lifelong Learning	210	\$225.16 w/aide	2.63%	\$5.92	\$231.08	\$48,526.80
12/LV	Lakeview School (wheelchair added)	210	\$222.23 w/aide	2.63%	\$5.84	\$228.07	\$48,020.70

4. The Board of Education is requested to approve the renewal of the following regular education transportation routes at a 2% increase for school year 2013-14:

Route	School	# Of Days	Total Per Diem Cost 2012-13	2% Increase	Total Per Diem Cost 2013-14	Cost Per Annum 2013-14
<b>Contract: FST#2 – First Student, Inc.</b>						
103-HS/9	SWMHS	182	\$130.87	\$2.62	\$133.49	\$24,295.18
103-E/4	Eisenhower	182	\$130.87	\$2.62	\$133.49	\$24,295.18
104-HS/10	SWMHS	182	\$126.68	\$2.53	\$129.21	\$23,516.22
104-SUES/17	Samsel	182	\$126.68	\$2.53	\$129.21	\$23,516.22
107-MS/1	Middle School	182	\$130.87	\$2.62	\$133.49	\$24,295.18
107-SUES/21	Samsel	182	\$130.87	\$2.62	\$133.49	\$24,295.18
110-MS/9	Middle School	182	\$135.06	\$2.70	\$137.76	\$25,072.32
110-SUES/5	Samsel	182	\$135.06	\$2.70	\$137.76	\$25,072.32
111-MS/10	Middle School	182	\$128.78	\$2.58	\$131.36	\$23,907.52
111-SUES/11	Samsel	182	\$128.78	\$2.58	\$131.36	\$23,907.52
112-MS/12	Middle School	182	\$128.78	\$2.58	\$131.36	\$23,907.52

112-A/TAN	Arleth	182	\$128.78	\$2.58	\$131.36	\$23,907.52
114-MS/19	Middle School	182	\$131.91	\$2.64	\$134.55	\$24,488.10
114-W/BLU	Wilson	182	\$131.91	\$2.64	\$134.55	\$24,488.10
<b>Contract: FST#1 – First Student, Inc.</b>						
119-SJBA/1	St. Joe's/Bishop Ahr	180	\$119.13	\$2.38	\$121.51	\$21,871.80
119-A/YEL	Arleth	182	\$134.96	\$2.70	\$137.66	\$25,054.12
<b>Contract: LAD#2 – Laidlaw Transit, Inc.</b>						
51-EBV/2	East Brunswick Voc.	180	\$125.80	\$2.52	\$128.32	\$23,097.60
<b>Contract: WEH#1 - Wehrle Bus Service, Inc.</b>						
10-HS/14	SWMHS	182	\$122.58	\$2.45	\$125.03	\$22,755.46
10-A/BLK	Arleth	182	\$122.58	\$2.45	\$125.03	\$22,755.46
11-MS/15	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
11-T/WHT	Truman	182	\$122.58	\$2.45	\$125.03	\$22,755.46
12-MS/3	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
12-UES/18	Samsel	182	\$122.58	\$2.45	\$125.03	\$22,755.46
13-MS/11	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
13-T/RED	Truman	182	\$122.58	\$2.45	\$125.03	\$22,755.46
15-HS/12	SWMHS	182	\$122.58	\$2.45	\$125.03	\$22,755.46
15-UES/1	Samsel	182	\$122.58	\$2.45	\$125.03	\$22,755.46
16-MS/6	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
16-T/GRN	Truman	182	\$122.58	\$2.45	\$125.03	\$22,755.46
19-MS/14	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
19-UES/12	Samsel	182	\$122.58	\$2.45	\$125.03	\$22,755.46
20-MS/8	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
20-E/3	Eisenhower	182	\$122.58	\$2.45	\$125.03	\$22,755.46
23-MS/20	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
23-E/7	Eisenhower	182	\$122.58	\$2.45	\$125.03	\$22,755.46
24-MS/13	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
24-A/WHT	Arleth	182	\$122.58	\$2.45	\$125.03	\$22,755.46
28-MS/2	Middle School	182	\$122.58	\$2.45	\$125.03	\$22,755.46
28-UES/4	Samsel	182	\$122.58	\$2.45	\$125.03	\$22,755.46
<b>Contract: WEH#2 - Wehrle Bus Service, Inc.</b>						
120-W/GRE	Wilson	182	\$140.81	\$2.82	\$143.63	\$26,140.66
<b>Contract: WEH#3 - Wehrle Bus Service, Inc.</b>						
118-SJV/1	St. John Vianney HS	180	\$133.99	-	\$133.99	\$24,118.20
118-EBV/1	East Brunswick Voc.	180	\$133.99	\$2.68	\$136.67	\$24,600.60
37-T/PNK	Truman	182	\$133.99	\$2.68	\$136.67	\$24,873.94
117-T/ORG	Truman	182	\$133.99	\$2.68	\$136.67	\$24,873.94
<b>Contract: WEH#4 - Wehrle Bus Service, Inc.</b>						
A/PUR	Arleth	182	\$143.89	\$2.88	\$146.77	\$26,712.14
A/ORG	Arleth	182	\$143.89	\$2.88	\$146.77	\$26,712.14
PISVC	Piscataway Voc. (includes midday)	180	\$179.99	\$3.60	\$183.59	\$33,046.20
WDBV	Woodbridge Voc.	180	\$143.89	\$2.88	\$146.77	\$26,418.60
<b>Contract: WEH#5 – Wehrle Bus Service, Inc.</b>						
38-HS/19	SWMHS	182	\$114.12	\$2.28	\$116.40	\$21,184.80
38-E/8	Eisenhower	182	\$114.12	\$2.28	\$116.40	\$21,184.80
52-HS/2	SWMHS	182	\$114.12	\$2.28	\$116.40	\$21,184.80
52-A/PNK	Arleth	182	\$114.12	\$2.28	\$116.40	\$21,184.80
108-HS/3	SWMHS	182	\$112.08	\$2.24	\$114.32	\$20,806.24

108-UES/15	Samsel	182	\$112.08	\$2.24	\$114.32	\$20,806.24
116-UES/20	Samsel	182	\$133.48	\$2.67	\$136.15	\$24,779.30
<b>Contract: WEH#6 – Wehrle Bus Service, Inc.</b>						
E/2	Eisenhower	182	\$141.33	\$2.83	\$144.16	\$26,237.12
UES/19	Samsel	182	\$141.33	\$2.83	\$144.16	\$26,237.12
<b>Contract: 73/PAVT – Unlimited Autos, Inc.</b>						
73-PAVT	Perth Amboy Voc.	180	\$131.94	\$2.64	\$134.58	\$24,224.40
<b>Contract: CWY#1 – C-Way Bus Service, Inc.</b>						
102-HS/7	SWMHS	182	\$101.89	\$2.04	\$103.93	\$18,915.26
102-W/GRN	Wilson	182	\$101.89	\$2.04	\$103.93	\$18,915.26
DAQ	Darul Arqam	184	\$147.74	\$2.95	\$150.69	\$27,726.96

5. The Board of Education is requested to approve the use of Board buses on Saturday, March 30, 2013 to shuttle passengers between the Middle/High School and Dwarkadhish Temple in Parlin. Four Board buses will be utilized at a cost of \$202.04 (salary \$185.54 – fuel \$16.50) per bus for a total cost of \$808.16 to be paid by Dwarkadhish Temple.

6. The Board of Education is requested to approve retroactively the following trip:

- a. On Friday, March 22, 2013, ten students from the Sayreville High School and one teacher to Princeton University to attend the Young Women’s Conference. One bus will be contracted from \*First Student at a cost of \$450.00 to be paid by the Board of Education.

\*Only quote.

7. The Board of Education is requested to approve a change in date to a previously approved trip from the Sayreville High School to Colgate-Palmolive in Piscataway. The original date for the trip was Tuesday, May 21, 2013; the new date is Friday, May 24, 2013.

8. The Board of Education is requested to approve the following trips:

- a. On Friday, April 5, 2013, forty-three TAG students from Truman School and Wilson School, two teachers, and chaperones to Rutgers Math and Science Learning Center in Piscataway to participate in hands-on experiments. One Board bus will be utilized in a four-way move at a cost of \$132.86 (salary \$96.56 – fuel \$36.30) to be paid by the Board of Education.
- b. On Friday, April 5, 2013, thirty students from the Sayreville High School Jewelry class, two teachers, and two chaperones to Pamela Love’s Jewelry Design Studio and Gagosian Gallery in New York City to meet designers and view exhibits. One bus will be contracted from \*First Student at a cost of \$550.00 to be paid by the students. Alternate date: Friday, April 19, 2013.

\*Only quote.

- c. On Saturday, April 6, 2013, sixteen members of the Sayreville Middle School Winter Guard, one teacher, and two chaperones to Ridge High School in Basking Ridge. One Board bus will be utilized at a cost of \$217.94 (salary \$179.33 – fuel \$38.61) to be paid by the Board of Education. Bus will depart from Sayreville High School.
  - d. On Friday, April 19, 2013, fifty-five TAG students from Arleth School and Eisenhower School, two teachers, and chaperones to Rutgers Math and Science Learning Center in Piscataway to participate in hands-on experiments. Two Board buses will be utilized in a four-way move at a cost of \$132.86 (salary \$96.56 – fuel \$36.30) per bus for a total cost of \$265.72 to be paid by the Board of Education
  - e. On Friday, May 3, 2013, ninety-eight TAG students from Eisenhower School, Truman School, and Wilson School, one teacher, three school librarians, and chaperones to Arleth School to present research projects to parents and guests. Two Board buses will be utilized in a four-way move at a cost of \$45.78 (salary \$41.38 – fuel \$4.40) per bus for a total cost of \$91.56 to be paid by the Board of Education.
  - f. On Thursday, May 23, 2013, twelve students from the Sayreville High School and two teachers to Middlesex County College to attend the Dare to Dream Student Leadership Conference. One Board bus will be utilized in a four-way move at a cost of \$93.65 (salary \$68.35 – fuel \$25.30) to be paid by the Board of Education.
  - g. On Tuesday, May 28, 2013, thirty-five TAG students from the Sayreville Middle School and three teachers to the New Jersey State Bar Foundation in New Brunswick to participate as jurors and possibly perform at the NJ Law Fair. One Board bus will be utilized at a cost of \$108.80 (salary \$100.00 – fuel \$8.80) to be paid by the Board of Education.
9. The Board of Education is requested to approve the use of Board buses to transport third grade students to the Samsel Upper Elementary School for student orientation. The approximate cost is \$72.27 (salary \$68.97 – fuel \$3.30) per bus for a total cost of \$794.97 to be paid by the Board of Education.

<u>Date</u>	<u>School</u>	<u>Buses</u>
Friday, May 24, 2013	Truman	3
Wednesday, May 29, 2013	Eisenhower	3
Wednesday, June 5, 2013	Wilson	2
Thursday, June 6, 2013	Arleth	3

XIII. PUBLIC PARTICIPATION ON AGENDA ITEMS ONLY

XIV. SUPERINTENDENT'S REPORT APPROVAL

XV. DELEGATE TO THE NEW JERSEY SCHOOL BOARDS ASSOCIATION

Kevin Ciak

XVI. COMMITTEE REPORTS

XVII. DISCUSSION

The Board of Education is requested to approve the Proposed Tentative Budget for Fiscal Year 2013-2014 for submission to the voters as follows:

<u>FUND</u>	<u>BUDGET AMOUNT</u>	<u>LOCAL TAX LEVY</u>
General	\$78,707,929	\$54,252,964
Special Revenue	\$ 2,175,000	0
Debt Service	\$ 3,720,678	\$ 3,627,168

**WHEREAS**, school district policy (Expenses - #9250) and N.J.A.C. 6A:23B-1-2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure for the 2013-2014 school year.

**NOW, THEREFORE BE IT RESOLVED**, that the Sayreville Board of Education hereby establishes the school district travel maximum for the 2013-2014 school year at the sum of \$17,000 and be it further resolved that the School Business Administrator shall track and record these costs to insure that the maximum is not exceeded. Current 2012-2013 school-year expenditures are \$5,978.93 and budget is \$16,297.

The 2013-2014 Budget includes a withdrawal from Capital Reserve in the amount of \$750,000.00 for Selover School Heating Upgrades, Interior Door Lock Replacement and Truman School Front Patio Concrete Replacement.

The 2013-2014 Budget Comparison with Justification Reports include the supporting documentation for this 2013-2014 Budget and also contains an itemization of certain expenditures required under administrative regulations.

XVIII. PUBLIC PARTICIPATION

XIX. ADJOURNMENT

Time: \_\_\_\_\_