



Prepare • Empower • Inspire

BOARD MEETING

AGENDA – November 15, 2022

7:00 p.m. - New Brunswick High School
1000 Somerset St., New Brunswick, NJ 08901

Board: Mr. Adorno, Mrs. Medina-Hernandez, Mr. Ortiz, Mrs. Seawood, Mrs. Solis, Mr. Spencer, Ms. Varela, Ms. Sevilla, Dr. Caldwell.

Opening Announcement: Adequate public notice of this meeting was provided by the Secretary of the Board on May 6, 2022 to The Home News Tribune and May 7, 2022 to the Star Ledger, and the Clerk of the City of New Brunswick. The time and location of this meeting and all meetings of this body are posted in City Hall, 78 Bayard Street, New Brunswick.

1. **Roll Call**
2. **Flag Salute**

Reminder: The next Regular Monthly Board of Education Meeting will be held on **Tuesday, December 20, 2022, beginning at 7:00 PM** at New Brunswick High School in the Auditorium.

3. **Minutes**
 - *October 18, 2022 – Monthly Board Meeting Minutes*
4. **Superintendent's Report – Dr. Aubrey A. Johnson**
 - **Suspension and Attendance Report – October 2022**
 - **HIB Report – Resolution-** The New Brunswick Board of Education accepts and affirms the Superintendent's Harassment, Intimidation & Bullying Incident Report.
5. **Student Representative Report – David Aragon**
6. **Facilities Committee Report – Mr. Edward Spencer, Chairperson**
7. **Athletic Committee Report – Ms. Patricia Varela, Chairperson**
 - *October 2022 Athletic Report*
8. **Curriculum/Policy Committee Report – Mrs. Emra L. Seawood, Chairperson**
9. **Educational Services Commission of NJ (ESCNJ) – Dr. Dale G. Caldwell, Representative**
10. **Public Comments**
11. **President's Report – Dr. Dale G. Caldwell**

12. Consent Agenda (Resolutions “a – x”)

- a. Resolution – The New Brunswick Board of Education hereby approves HPE Solutions, LLC to provide one (1) half-day sessions of in-person professional development to support district-wide Health and Physical Education teachers on December 5, 2022, at a cost not to exceed \$850.
- b. Resolution – The New Brunswick Board of Education approves the Student Information Systems Specialist from the Data Center to attend two (2) professional development course on December 7th and December 14th, 2022, at Mercer County College, at a cost not to exceed \$279.
- c. Revised Resolution – The New Brunswick Board of Education approves the Data Center Secretary to attend two (2) professional development course on December 7th and December 14th, 2022, at Mercer County College, at a cost not to exceed \$279. (*previously approved October 18, 2022*).
- d. Resolution – The New Brunswick Board of Education hereby approves two (2) District Administrators to attend professional development courses provided by the NJPSA Gifted and Talented Education Institute, at a cost not to exceed \$620.
- e. Resolution – The New Brunswick Board of Education hereby approves the adoption of policies and regulations be presented and adopted on the first reading.
- f. Resolution – The New Brunswick Board of Education hereby approves the Memorandum of Agreement between the ODASIS Office at Rutgers University and New Brunswick Public Schools to provide AVID Tutoring and the Saturday English Program for the 2022-2023 SY, at a cost not to exceed \$67,880.
- g. Resolution – The New Brunswick Board of Education hereby approves the submission of the 2023-2024 Preschool Operational Plan Update & District Enrollment and Planning Workbook.
- h. Resolution – The New Brunswick Board of Education accepts a donation of eight (8) boxes filled with crafts/school supplies and costumes from Party City to New Brunswick High School’s Hispanic Culture Club.
- i. Resolution – The New Brunswick Board of Education approves the Memorandum of Agreement between Robert Wood Johnson University Hospital and New Brunswick Public Schools to provide a Health Profession Scholars Program for the students of N.B. Health Sciences Technology High School during the 2022-2023 school year.
- j. Resolution – The New Brunswick Board of Education accepts a donation of \$2,200.00 from Johnson & Johnson to purchase Gizmos to the middle school science classes at McKinley Community School to support science instruction.
- k. Resolution – The New Brunswick Board of Education accepts a donation of \$1,100.00 from Johnson & Johnson for the McKinley Community School PTO to help support the Eighth Grade Field Trip.

- l. Resolution – The New Brunswick Board of Education hereby authorizes the Business Administrator to discard of outdated and damaged textbooks, furniture and electronics at Woodrow Wilson School.
- m. Resolution – The New Brunswick Board of Education approves the Athletic Director to attend the National Athletic Directors Conference & Exhibit Show in Nashville, Tennessee on December 9-13, 2022, at a cost not to exceed \$1,870.50.
- n. Resolution – The New Brunswick Board of Education approves the New Jersey Department of Health Division of Community Health Services Children’s Oral Health Program presentation for Paul Robeson Community School and A.C. Reshaw Elementary School for grades K thru 1st during the 2022-2023 SY, at no cost to the district.
- o. Revised Resolution – The New Brunswick Board of Education authorizes entering into an agreement with EDS Hibster OnSpire and aSAP! to provide web-based subscription services to school staff, students, and parents for the 2022-2023 SY, at a cost not to exceed \$15,000 (*previously approved for \$30,000*).
- p. Revised Resolution – The New Brunswick Board of Education hereby approves the agreement with OnCourse Systems for Education to provide a student information system for the 2022-2023 SY, at a cost not to exceed \$233,497.26 (*originally approved at \$229,297.26*).
- q. Resolution – The New Brunswick Board of Education approves the Rutgers University Emergency Services to provide CPR training for employees for the 2022-2023 SY, at a cost not to exceed \$6,600.
- r. Resolution – The New Brunswick Board of Education approves Buildings & Grounds Maintenance employee to attend the Backflow Prevention Course Training offered through Kruger’s Training Academy on December 19 through 22nd, 2022, at a cost no to exceed \$1,250.
- s. Resolution – The New Brunswick Board of Education approves the report of completion for the School Bus Emergency Evacuation Drills for the first half of the 2022-2023 school year.
- t. Resolution – The New Brunswick Board of Education approves attached additional Out of District Tuition Contracts for the 2022-2023 school year.
- u. Resolution – The New Brunswick Board of Education approves the extension of the agreement with Rutgers RWJ Medical School, Eric B. Chandler Health Center to provide health care services in accordance with the terms specified in the agreement for the 2022-2023 SY, at a cost no to exceed \$30,000.
- v. Resolution – The New Brunswick Board of Education approves the Memorandum of Agreement between the New Brunswick Board of Education and New Brunswick Leadership Association for the period July 1, 2022 through June 30, 2025.

- w. Resolution – The New Brunswick Board of Education approves two (2) District Employees from New Brunswick High School to attend the Intervention and Referral Services (I&RS) Team Training with Stockton University at the Southern Regional Institute (SRI) and Educational Technology Training Center (ETTC) on December 7, 2022 in Galloway, NJ, at a cost not to exceed \$356.
- x. Resolution – The New Brunswick Board of Education hereby approves Bollinger Specialty Group for Student Accident Insurance for the 2022-2023 SY, at a cost not to exceed \$49,742.

13. Finance Committee Report – Mrs. Diana Solis, Chairperson

- *Approval of November 15, 2022, Finance Report*

14. Resolution for Closed Session

WHEREAS, the Open Public Meeting Act, **N.J.S.A. 10:4-6** provides that certain matters of a public body may be discussed in closed session; and

WHEREAS, the Board of Education intends to discuss matters as follows:

1. Personnel Matters
2. Matters of Attorney/Client Privilege

NOW, THEREFORE, BE IT RESOLVED that the aforesaid subjects shall be discussed in closed session by this Board of Education and administrative staff, and the minutes of said closed session discussion will be made available to the public when the reasons for the non-disclosure in accordance with the Open Public Meetings Act no longer exist.

RESUME PUBLIC SESSION

15. Personnel Committee Report – Mr. Benito Ortiz, Chairperson

Resolution – The New Brunswick Board of Education approves the November 15, 2022, Personnel Report.

16. Adjournment

CLOSED SESSION
a. Board Attorney Report
b. Personnel Report

RESOLUTION

To Approve Professional Development from HPE Solutions, LLC to Provide One (1) Half-Day Session to Support District Wide Health and Physical Education Teachers on December 5, 2022

WHEREAS, the New Brunswick Board of Education wishes to provide its staff members with professional development that reflects targeting all learners with standards based instruction; and,

WHEREAS, the HPE Solutions LLC will provide one (1) half-day session of Professional Development entitled: "Unpacking the Standards" for all District Wide Health and Physical Education Teachers, on December 5, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Board of Education hereby approves the one (1) half-day sessions of in-person professional development to be provided by HPE Solutions, LLC at a cost not to exceed \$850.00.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Katie D'Ambrosia, Supervisor of Physical Education, Health and Wellness

RESOLUTION

**To Approve One (1) District Employee to Attend Two (2) Professional
Development course at Mercer County College
on December 7th and December 14th**

WHEREAS, the staff member will receive Leadership Education and Development training – this will include earning the respect of your peers and lead without the title. This two-day course is designed for individuals who are not formally in supervisor or management positions, but who would like to develop their leadership skills and discover how they can lead from their current organizational roles. This course is designed to focus on the importance of self and organizational awareness. Participants will learn core effective leadership skills in the public sector. Participants will also learn ways to successfully apply effective leadership skills in their daily interactions and work endeavors.

WHEREAS, the cost for attending the course is \$279.00 per person for the two (2) day, for the staff member listed below:

- Jessicka Oviedo, Student Information Systems Specialist, Enrollment

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Board of Education authorizes the staff member listed above to attend the one (1) professional development course through Mercer County College on December 7th, 2022 and December 14th, 2022 at a cost not to exceed \$279.00.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Jessica Pierre-Louis, Student Information Systems Manager

REVISED RESOLUTION

To Approve One (1) District Employee to Attend a Two (2) Day Professional Development course at ~~Brookdale Community~~ Mercer County College, on December 7th and December 14th

WHEREAS, the staff member will receive Leadership Education and Development training – this will include earning the respect of your peers and lead without the title. This two-day course is designed for individuals who are not formally in supervisor or management positions, but who would like to develop their leadership skills and discover how they can lead from their current organizational roles. This course is designed to focus on the importance of self and organizational awareness. Participants will learn core effective leadership skills in the public sector. Participants will also learn ways to successfully apply effective leadership skills in their daily interactions and work endeavors.

WHEREAS, the cost for attending the course is \$279.00 per person for two (2) days, for the staff member listed below:

- Ana Pena, Data Center Secretary

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Board of Education authorizes the staff member listed above to attend the professional development course, at a cost not to exceed \$279.00.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022
(Previously Board approved October 18, 2022)

Requested by: Jessica Pierre-Louis, Student Information Systems Manager

RESOLUTION

**To Approve Two (2) District Employees to Attend the
NJPSA Gifted and Talented Education Institute**

WHEREAS, the New Brunswick Board of Education supports professional development that reflects current educational standards and a more rigorous curriculum; and,

WHEREAS, the two staff members, will receive training in the following areas:

- The Law, Latest Guidance and Best Practices
- The Law, G&T Program Equity Audits and Urban School District Programming
- Best Practices in Gifted & Talented Education
- How to Meet the Challenges of K-2 and High School Gifted and Talented Identification and Programming

WHEREAS, the cost for attending the course is \$310.00 per person for the staff members listed below:

- Virginia L. Hill, Assistant Superintendent of Curriculum & Instruction
- Nadine Sanchez - Director of Curriculum & Instruction

NOW THEREFORE BE IT RESOLVED, that the New Brunswick Board of Education hereby approves the staff members listed above to attend the Professional Development provided by NJPSA, at a cost not to exceed \$620.00.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested By: Virginia L. Hill, Assistant Superintendent of Curriculum & Instruction

RESOLUTION

To Approve the Adoption of Policies and Regulations

WHEREAS, the New Brunswick Board of Education approves the adoption of policies and regulations.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the following policies be presented and adopted on the first reading:

- P3270 Professional Responsibilities (Revised)
- R3270 Lesson Plans and Plan Books (New)
- P7410 Maintenance and Repair **M** (Revised)
- R7410 Maintenance and Repair **M** (New)
- R7410.01 Facilities Maintenance, Repair Scheduling, and Accounting **M** (Revised)

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Virginia Lagos Hill, Assistant Superintendent of Curriculum & Instruction (dg)

TEACHING STAFF MEMBERS

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Professional Responsibilities

3270 PROFESSIONAL RESPONSIBILITIES

The Board of Education will establish and enforce rules for the assignment of specific duties to teaching staff members and for the conduct of teaching staff members during the work day.

Teaching staff members assigned specific instructional responsibilities and as designated by the Superintendent shall prepare regular lesson plans. Teachers shall also be responsible for providing adequate direction and guidance to substitutes. Lesson plans shall be subject to review by the teaching staff member's Principal or designee and/or immediate supervisor as assigned by the Superintendent.

During the work day, teaching staff members may be assigned extra or alternative duties by the Principal or designee in accordance with Policy 3134. Teaching staff members are to attend every faculty meeting unless expressly excused by the Principal or designee.

N.J.S.A. 18A:27-4

N.J.A.C. 6A:9-3.3

Adopted: 18 May 2004

Revised: 15 November 2022

R 3270 LESSON PLANS AND PLAN BOOKS

A. Lesson Plans

1. Teaching staff members assigned specific instructional responsibilities and as designated by the Superintendent shall prepare regular lesson plans.
2. Lesson plans must conform to the guidelines established by the Superintendent or designee. Plans may be reviewed and monitored by school district administrative staff as determined by the Superintendent.
3. The content of the lesson plan will be determined by the Superintendent or designee. The content of the lesson plan may include, but not be limited to:
 - a. Name of the unit or area of learning;
 - b. Goals and objectives;
 - c. Instructional planning that includes the applicable New Jersey Student Learning Standards (NJSLS);
 - d. Interdisciplinary connections;
 - e. Integration of technology;
 - f. Assessments, including, but not limited to formative, summative, benchmark, and alternative assessments;
 - g. List of core instructional and supplemental materials; and
 - h. Any other content as prescribed by the Superintendent, Principal, and/or immediate supervisor.
4. Lesson plans must be prepared in advance.
5. Lesson plans will follow the format established by the Principal or designee.
6. Lesson plans must be prepared with clarity and in sufficient detail to permit a substitute to conduct the lesson efficiently and effectively.

B. Lesson Plan Books

1. Lesson plans shall be kept in an accessible electronic version or in a plan book.
2. The plan book will permit administrators to monitor classroom instruction.
3. Content of the lesson plan book shall be designated by the Superintendent and will be determined by the school district.

C. Substitute Lesson Plans

1. Each teaching staff member shall submit a substitute folder to the Principal or designee that shall contain the following:
 - a. Lesson plans;
 - b. Emergency procedures; and
 - c. Any other content as prescribed by the Principal. This content may include but not limited to:
 - Daily school schedule including start and end time (including Early Dismissal)
 - Substitute Assignment Designee (secretary, vice principal)
 - Substitute parking instructions
 - Incident reporting procedures
2. To help a substitute and to provide meaningful work for the students in the event a teaching staff member is absent, subject related activities shall be provided.
3. Every attempt shall be made to follow the lesson plans so that the student's education will not be interrupted during the teaching staff member's absence.

Adopted: 15 November 2022

7410 MAINTENANCE AND REPAIR

The Board of Education recognizes the fixed assets of the school district represent a significant investment of this community and maintenance is a prime concern to the Board.

The school district is required to develop, approve, and implement a comprehensive maintenance plan in accordance with the requirements of N.J.A.C. 6A:26-20.5. A "comprehensive maintenance plan" means a school district's multi-year maintenance plan covering required maintenance activities for each school facility in the school district adopted pursuant to N.J.A.C. 6A:26.

Required maintenance activities include those activities outlined in N.J.A.C. 6A:26-20.3. The school district shall determine the required maintenance activities to reasonably maintain each school facility in the school district, and shall report the activities in its annual comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

In accordance with N.J.A.C. 6A:26-20.4(a), expenditures for required maintenance activities set forth in N.J.A.C. 6A:26-20.3 shall qualify as investments in maintenance for purposes of calculating the required maintenance expenditure in N.J.A.C. 6A:26-20.4(d) and (e), the annual required maintenance budget amount pursuant to N.J.A.C. 6A:26-20.8, and the maintenance factor (M) in N.J.S.A. 18A:7G-9. Expenditures that qualify as required maintenance shall be in accordance with the provisions of N.J.A.C. 6A:26-20.4.

The school district's comprehensive maintenance plan shall be submitted to the Executive County Superintendent by a Board of Education resolution every school year, pursuant N.J.A.C. 6A:26-20.5(a)1.

The required annual maintenance budget amount as reported in its comprehensive maintenance plan shall be included in the district's annual budget certified for taxes in accordance with the provisions of N.J.A.C. 6A:26-20.8(a). The required annual maintenance budget amount shall be calculated and adjusted in accordance with the provisions of N.J.A.C. 6A:26-20.8(b). The Executive County Superintendent shall not approve the school district's budget that does not comply with the provisions of N.J.A.C. 6A:26-20.1 et seq.

Commencing September 1, 2002, no person shall be employed by the Board of Education as a buildings and grounds supervisor, as defined in N.J.S.A. 18A:17-49, unless the person is a certified educational facilities manager pursuant to N.J.S.A. 18A:17-49 and 18A:17-50.

Facilities maintenance, repair scheduling and accounting shall be in accordance with the provisions of N.J.A.C. 6A:23A-6.9 and Regulation 7410.01.

N.J.S.A. 18A:7G-9; 18A:17-49; 18A:17-50; 18A:18A-43; 18A:21-1

N.J.A.C. 6A:23A-6.9; 6A:26-1.1 et seq.; 6A:26-20.3; 6A:26-20.4; 6A:26-20.5; 6A:26-20.6;
6A:26-20.8

Adopted: 18 May 2004

Revised 16 June 2009

Revised: 15 November 2022

R 7410 MAINTENANCE AND REPAIR

A. Inspection

1. The Principal or designee and the appropriate custodial staff member shall inspect the facility daily for proper functioning and cleanliness.
2. The Principal or designee with the appropriate custodial staff member shall make a regular inspection of the school building, support facilities, and grounds to identify any required repairs or replacements.

B. Reports

1. Reports of each inspection required in A. above will be made on a form and forwarded to the Superintendent or designee.
2. The Manager of Building and Grounds will report to the Director of Facility Design and Construction those repairs or improvements that can be completed by district staff and those improvements or repairs that require the services of an outside contractor.

C. Repairs by District Staff

1. Any staff member may prepare, on the prescribed form, a work order request for repairs, improvements, and/or maintenance. All work order requests will be submitted to the Buildings and Grounds Department.
2. The Buildings and Grounds Department will assign a priority to those work orders to be performed by district staff. The priority code will be:
 - a. Emergency, for work that must be done immediately;
 - b. High Priority, for work that affects health or safety;
 - c. Normal Priority, for work that affects neither health nor safety; and
 - d. Low Priority, for work that can be completed during the summer months or whenever staff is available.

3. Work scheduled to be performed by the school district staff shall be entered on a work order form unless an emergency exists in which case the form may be filed after the repair has been made.

4. The work order form shall include, at a minimum, the following information:

- a. Name of the person making the request;
- b. Date of request;
- c. Location of repair;
- d. A description of the work to be performed;
- e. Scheduled date of completion; and

D. Repairs by Outside Contractors

1. When it appears to be necessary to utilize outside contracting services to complete a repair, improvement, or maintenance item, the Principal; appropriate custodial or maintenance staff member; the School Business Administrator/Board Secretary; and any other staff member designated by the Superintendent or School Business Administrator/Board Secretary will confer in the preparation of a project specification.

2. The School Business Administrator/Board Secretary or designee will prepare the required documents in the event the project requires to be bid or quoted in accordance with law or if it is determined the district wants to obtain quotes for the work even if quotes are not required by law.

3. In the event the project does not need to be bid or quoted, the Director of Facility Design and Construction shall prepare a purchase order requisition that indicates:

- a. The recommended vendor(s);
- b. A description of the work required and its location; and
- c. The actual cost of the project.

4. The staff member designated by the Superintendent shall be responsible for supervising the conduct of the work.

E. Replacements and Improvements

1. The Superintendent and School Business Administrator/Board Secretary and others designated by the Superintendent will prepare a replacement schedule that lists all district equipment. Annual recommendations will be made in the budget to maintain the schedule of replacements.
2. Replacements required, but not scheduled, shall be submitted to the Superintendent, School Business Administrator/Board Secretary, and Principal for a school building level need, by the end of September on a budget request form for consideration in the next annual budget.
3. A comprehensive district maintenance plan shall be prepared in accordance with N.J.A.C. 6A:26-20.5 in order to meet facility needs and comply with law.

Adopted: 15 November 2022

R 7410.01 FACILITIES MAINTENANCE, REPAIR SCHEDULING, AND ACCOUNTING

A school district with three or more district buildings shall have an automated work order system for prioritizing, performing, and recording all maintenance and repair requests for all district buildings and grounds in accordance with the provisions of N.J.A.C. 6A:23A-6.9.

A. Standard Operating Procedure (SOP) For Work Order System

1. The Superintendent or designee shall establish Standard Operating Procedures (SOP) for the approval and prioritization of work order requests which take into account the health and safety of building occupants, priorities and objectives established annually to carryout the district Strategic Plan, the need for the work requested, and other factors the district deems appropriate.

2. Except in an emergency where the work is necessary to correct a situation that poses an imminent threat to the health or safety of students and/or staff, the work order system shall include the following information for a request for work before work begins:

- a. The name of the person making the request;
- b. The date of the request;
- c. The appropriate approval(s) as established by SOP;
- d. The date of approval(s);
- e. The location of work requested;
- f. The priority level (for example, urgent, high, average, low);
- g. The scheduled date(s) of service;
- h. The trade(s) needed such as general maintenance worker;; custodian;; carpenter;; plumber;; electrician;; heating, ventilation, and air conditioning (HVAC); grounds;; roofer;; masonry;; glazer;; other;
- i. A description of the work requested;
- j. A projection of the materials and supplies needed for the work;
- k. The estimated **labor** hours needed to complete task;

- l. The name of the work order assigner; and
 - m. The name of the employee(s) working on the order.
3. The work order system shall include the following close-out information for each request for work:
 - a. The actual hours worked by date for each assigned staff member;
 - b. The actual hourly rate paid, both regular and overtime, for each assigned staff member;
 - c. The aggregate cost of labor by regular, over-time, and total;
 - d. The actual materials and supplies needed to complete the work order;
 - e. Actual cost of materials and supplies; and
 - f. The name of the employee responsible for attesting that the job was completed satisfactorily.
4. Except when prohibited by a collective bargaining agreement, the SOP shall require for any work, which cannot be completed during regular working hours by the needed completion date, an assessment of the cost-benefit of outsourcing any such work in excess of the quote threshold as determined under N.J.S.A. 18A:18A-37.
5. If, according to the assessment, the cost of outsourcing work is less than the in-house estimated cost of labor, at over-time rates, and materials for the same work, the work shall be outsourced provided the work can be contracted in accordance with N.J.S.A. 18A:18A-1 et seq., completed by the projected completion date contained in the prioritized work order system and does not violate the terms of a collective bargaining agreement for maintenance workers and/or custodians.
6. The School Business Administrator/Board Secretary, in consultation with the supervisor responsible for this work, shall conduct an analysis of the information in the work order system no later than February 1 of the pre-budget year for consideration during budget preparation. The analysis should include productivity of staff as a whole and individually, significant variations between estimated labor time and materials and actual labor time and materials, unusual trends for like projects and other factors that will improve productivity and efficiency.

Adopted: 16 June 2009

Revised: 15 November 2022

RESOLUTION

To Approve the Memorandum of Agreement between the ODASIS Office at Rutgers University and New Brunswick Public Schools to Provide AVID Tutoring and the Saturday English Program to New Brunswick Students during SY 2022-2023

WHEREAS, the New Brunswick Board of Education supports and endorses opportunities for students to take part in high quality supplemental programs; and,

WHEREAS, Rutgers University will continue to provide tutoring services to students in the AVID program at NBHS; and,

WHEREAS, Rutgers University will continue to provide the Saturday English Program to students at NBHS and NBHSTHS; and,

WHEREAS, the Service Agreement and related Articulation Agreements detail all elements of these programs, and are attached hereto.

NOW THEREFORE BE IT RESOLVED, that the New Brunswick Board of Education hereby approves the Memorandum of Agreement between the ODASIS Office at Rutgers University and New Brunswick Public Schools, for the AVID Tutoring Program and the Saturday English Program for SY 2022-2023, at a cost not to exceed \$67,880.00.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Virginia L. Hill, Assistant Superintendent of C&I

RESOLUTION

**To Approve the Submission of the 2023-2024 Preschool Operational Plan Update
& District Enrollment and Planning Workbook**

WHEREAS, the New Brunswick Board of Education is committed to committed to providing the highest quality education for grades pre-kindergarten through 12; and,

WHEREAS, the New Brunswick Board of Education has in-district classrooms as well as contracts with outside providers in order to provide a high quality preschool education to its three and four-year olds.

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Board of Education hereby approves the submission of the Annual Preschool Operational Plan Update and District Enrollment and Planning Workbook .

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested By: Melissa A. Parisi, Director, Early Childhood Education

RESOLUTION

**To Accept a Donation from Party City to New Brunswick High School's
Hispanic Culture Club**

WHEREAS, The New Brunswick Board of education is committed to building partnerships with local businesses and service organizations; and,

WHEREAS, Party City will donate eight (8) boxes filled with craft/school supplies and costumes to New Brunswick High School in order to support the Hispanic Culture Club with supplies.

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Board of Education accepts the donation from Party City for New Brunswick High School Hispanic Culture Club for the 2022-2023 school year.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Mr. Rusnak, High School Principal

RESOLUTION

**To Approve the Memorandum of Agreement between
Robert Wood Johnson University Hospital and
New Brunswick Public Schools to Provide a Health Professions Scholars
Program to NBHSTHS Students**

WHEREAS, the New Brunswick Board of Education supports and endorses opportunities for students while in High School; and,

WHEREAS, Robert Wood Johnson University Hospital is providing this opportunity to New Brunswick Health Sciences Technology HS students, as part of the Health Professions Scholars Program, during SY 2022-2023; and,

WHEREAS, the Affiliation Agreement details the procedures, and is attached hereto.

NOW THEREFORE BE IT RESOLVED, that the New Brunswick Board of Education hereby approves the Affiliation Agreement between New Brunswick Public Schools and Robert Wood Johnson University Hospital for SY 2022-2023.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested By: Jeremiah Clifford, HST Principal

RESOLUTION

To Accept a Donation from Johnson & Johnson to McKinley Community School

WHEREAS, the New Brunswick Board of Education is committed to building partnerships with local businesses and service organizations; and,

WHEREAS, Johnson & Johnson will donate \$2,200.00 to purchase Gizmos to the McKinley Middle School Science classes in order to support science instruction.

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Board of Education authorizes acceptance of this donation of \$2,200.00 to McKinley Community School.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested By: Janene Rodriguez, Principal at McKinley Community School

RESOLUTION

**To Accept a Donation from Johnson and Johnson to the
McKinley Community School PTO**

WHEREAS, the New Brunswick Board of Education is committed to building partnerships with local businesses and service organizations; and,

WHEREAS, Johnson & Johnson will donate \$1,100.00 to McKinley Community School PTO in order to support the Eighth Grade Field Trip.

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Board of Education authorizes acceptance of this donation of \$1,100.00 to McKinley Community School.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested By: Janene Rodriguez, Principal at McKinley Community School

RESOLUTION

To Approve the Disposal of Items at Woodrow Wilson School

WHEREAS, it has been recommended to the New Brunswick Board of Education to approve the disposal of outdated and damaged textbooks, furniture, and electronics listed below:

- See attached documents with details on the following items
 - Furniture/Electronics
 - ELA Texts
 - Math Texts
 - Science Texts

NOW THEREFORE BE IT RESOLVED, that the New Brunswick Board of Education hereby authorizes the Business Administrator to discard the outdated and damaged items at Woodrow Wilson School.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested By: Michael Chiodo, Principal of Woodrow Wilson School

RESOLUTION

To Approve Out-of-State Travel for the National Athletic Directors Conference & Exhibit Show in Nashville, Tennessee on December 9-13, 2022.

WHEREAS, the New Brunswick Board of Education supports professional development for administrators; and,

WHEREAS, the National Athletic Directors Conference & Exhibits Show, will provide networking opportunities, professional development, as well as training in a number of duties for this position; and,

WHEREAS, the approximate cost for attending this conference is as follows:

• Registration	\$295.00
• Meals	\$355.50
• Airfare	\$200.00
• Hotel	\$650.00
• Other Costs (Training)	\$170.00
• Travel Cost/Incidentals	<u>\$200.00</u>
Total	\$1,870.50

NOW THEREFORE BE IT RESOLVED, that the New Brunswick Board of Education hereby approves Garret Conger, Athletic Director, to attend the National Athletic Directors Conference & Exhibit Show in Nashville, Tennessee on December 9-13, 2022, at a cost not to exceed \$1,870.50.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022
Requested By: Garret Conger, Athletic Director

RESOLUTION

**To Approve Children's Oral Health Program
New Jersey Department of Health
Division of Community Health Services
2022 - 2023 School Year**

BE IT RESOLVED, the New Brunswick Board of Education hereby approves the Project Brush presentation provided by NJ Children's Oral Health Program for Paul Robeson Community School and A.C. Redshaw Elementary School for grades K thru 1st, for the 2022 - 2023 school year, at no cost to the district.

Dr. Dale G. Caldwell
Board President

Richard D. Jannarone,
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Ms. Marilyn Crawford , Health Services Head Nurse/Lulu

REVISED- RESOLUTION

To Approve a partnership with Hibster EDS OnSpire & aSAP!, LLC. for SY 2022-2023

WHEREAS, EDS OnSpire delivers innovative professional development, webinars and courses for students, parents, and the school community that is directly interconnected with the NJ Anti-Bullying Bill of Rights Act.

WHEREAS, EDS Hibster aSAP! serves as a student assistance program that will enable our Student Assistance Coordinators (SACs) to effectively refer and monitor identified students and integrate effective team planning, prevention, intervention, and ongoing support.

NOW THEREFORE BE IT RESOLVED, that the New Brunswick Board of Education hereby authorizes entering into an agreement with EDS OnSpire and aSAP! to provide web-based subscription services to school staff, students, and parents for the 2022-2023 School Year, at a cost not to exceed \$15,000.00 *(previously approved for \$30,000)*.

Dr. Dale Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022
(previously adopted 10/18/2022 for \$30,000)

Requested by: Dr. Iris Forde, Asst. Superintendent for PPS/a. cook

REVISED RESOLUTION

**To Approve the OnCourse Renewal Contract for
the 2022-2023 school year**

WHEREAS, the New Brunswick Board of Education is committed to working with OnCourse to deliver intuitive systems that inform, inspire and connect with our community, and,

WHEREAS, the New Brunswick Board of Education has the need for the OnCourse System for Education network, websites and webpages, and,

NOW, THEREFORE, BE IT RESOLVED, the New Brunswick Board of Education hereby approves the agreement with OnCourse Systems for Education to provide a student information system for the 2022-2023 school year, at a cost not to exceed \$233,497.26 (Changed from \$229,297.26).

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022 (*Previously adopted September 20, 2022*)

RESOLUTION

**To Approve Cardiopulmonary Resuscitation Training (CPR)
2022 - 2023 School Year**

WHEREAS, The New Brunswick Board of Education has determined the need of Cardiopulmonary Resuscitation Training (CPR) training for employees to meet the requirements for the Public Access Defibrillator Program in all buildings.

BE IT RESOLVED THAT, the New Brunswick Board of Education hereby approves Rutgers University Emergency Services to provide CPR training for employees for the 2022 - 2023 school year, at a cost not to exceed \$6,600.

Dr. Dale G. Caldwell
Board President

Richard D. Jannarone,
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Ms. Marilyn Crawford, Health Services Head Nurse/Lulu

RESOLUTION

**To Approve Course for
Craig Jones – Plumber, Buildings & Grounds Department**

WHEREAS, the above mentioned Buildings & Grounds maintenance employee has requested to attend the Backflow Prevention Course Training offered through Kruger's Training Academy for a 32 hour course in Eatontown, NJ.

WHEREAS, Craig Jones, shall attend the following course:

Course Date – December 19-22, 2022

- **Quote 2022-0854 Backflow Prevention Certification**
\$750 for course
\$500 for TK-2 Backup test kit
Total \$1,250.00

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Board of Education hereby authorizes payment to Kruger's Training Academy at a cost not to exceed \$ 1,250.00.

Dr. Dale G. Caldwell
Board President

Mr. Richard Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Frank J. LoDolce

RESOLUTION

To Approve the School Bus Emergency Evacuation Drill Report

WHEREAS, per NJAC 6A: 27-11.2 all schools must conduct two (2) School Bus emergency Evacuation Drills per school year.

WHEREAS, the school conducted the attached list of drills for the 2022-2023 school year.

NOW, THEREFORE, BE IT RESOLVED, the New Brunswick Board of Education approves the report of completion for the School Bus Emergency Evacuation Drills for the first half of the 2022-2023 school year.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

res school evac report

NEW BRUNSWICK PUBLIC SCHOOLS

School Bus Emergency Evacuation Drills

Transportation Supervisor: Mr. Lee J. Tiru

November 2022

Date	Time	School	Location of Drill	Route Number(s)	Principal/assigned person
10/13/2022	8:47 AM	Redshaw	Door # 17/ Comstock Street Side	RD22, RD26	Mr. Juan Perez, VP
10/7/2022	3:30 PM	Lincoln	Wyckoff Street	LNS13, LNS14	Mr. Juan Bocanegra, Security
10/7/2022	8:35 AM	Lincoln Annex	40 Van Dyke (parking lot)	HL13d, HL14d, HL15d, HL16d, HL17d, HL18d, HL19d, HL20d	Mrs. Kami Puente, VP
10/7/2022	8:35 AM	Lincoln Annex	40 Van Dyke (parking lot)	HL21d, HL22d, HL23d, HL24d, LGT13, LGT14, LA4, LA5, LA7	Mrs. Kami Puente, VP
11/4/2022	3:30 PM	Livingston	206 Delavan Street (front of building)	LIV2, MV1	Ms. Hope Wilkins, VP
10/7/2022	8:30 AM	Lord Stirling	Front of building	LNSB1, LNSB2, 1464, To68	Ms. Ellen Treadway, Principal
10/11/2022	8:30 AM	McKinley	Front of school entrance	MK42, HSMCB, To64, MK47, MK45, MK50, HSMKb	Ms. Johnson, Security
10/11/2022	8:43 AM	McKinley	Front of school entrance	MK48, MK49, MK46, MK51	Ms. Johnson, Security
10/10/2022	8:45 AM	McKinley-K	Front of school entrance	MK42, MK48, MK50, To64, MK49, MK46, MK51, MK47	Mr. Kelly Mooring, Principal
10/14/2022	8:42 AM	Paul Robeson	School parking lot	PRNB6, PRNB5, PRNB3	Ms. Laura Croker, VP
10/13/2022	3:25 PM	Roosevelt	Front of school entrance	HSRO, RONB1	Mrs. Maritza Acevedo, F. Liaison
10/10/2022	8:35 PM	Woodrow W.	Front of school entrance	WWNB7, WWNB6, WWNB2, WW66, HW2B,	Mr. Michael Chiodo, Principal
10/10/2022	8:35 PM	Woodrow W.	Front of school entrance	HSW8B, HSW7B, HSW6B, HSW5B	Mr. Michael Chiodo, Principal
9/19/2022	2:45 PM	Middle School	Livingston Avenue	MS01, MID66, MID64, MID63, MID62, MID60	Mr. Nick Bozza, VP
9/19/2022	2:45 PM	Middle School	Livingston Avenue	NBMS2, NBMS3, MID65	Mr. Nick Bozza, VP
10/10/2022	2:36 PM	NBHS	Side of Building/ parking lot	T255, HS62, HS63, HS64, HS65, HS67, HS59, HS60, HS61	Mr. Steven Suznovich, VP
10/10/2022	2:36 PM	NBHS	Side of Building/ parking lot	HS66, HL13c, HL14c, HL15c, HL16c, HL17c, HL18c, HL19c,	Mr. Steven Suznovich, VP
10/10/2022	2:36 PM	NBHS	Side of Building/ parking lot	HL20c, HL21c, HL22c, HL23c, HL24c,	Mr. Steven Suznovich, VP

10/11/2022	2:36 PM	NBHS	Side of Building/ parking lot	HSW5a, HSW6a, HS81, HSMKa, HSV3a, HSV4a, HSV6a	Mr. Steven Suznovich, VP
10/11/2022	2:36 PM	NBHS	Side of Building/ parking lot	HSV7a, HSW7a, HSW8a, HW2a, 1074, SE59, HS58	Mr. Steven Suznovich, VP
10/11/2022	2:36 PM	NBHS	Side of Building/ parking lot	HSMC1a , 0588, HSGY, HSRO	Mr. Steven Suznovich, VP
10/13/2022	2:37 PM	NBHSTHS	Front of school entrance	HST41, HST18	Mr. Jermiah Clifford, Principal
10/7/2022	2:42 PM	P-Tech	40 Van Dyke (parking lot)	NBPT6, NBPT7, NBPT8	Mrs. Meegan Adames, Principal

RESOLUTION

To Approve Out of District Tuition Contracts

THEREFORE BE IT RESOLVED, The New Brunswick Board of Education hereby approves the following listing of Out of District Tuition Contracts for the 2022/2023 School Year

Name of School	NJ STATE #	Special Ed Classification:	ESY 2022	Tuition Sept to June 22/23	O/T	P/T	Speech	Transportation Cost	1:1 Aide	TOTAL
NJ Institute for Disabilities/La keview	15731717	PSD		\$80,120.72						\$80,120.72
Katzenback School	3981860331	AI		\$71,759.00						\$71,759.00
Bonnie Brae	5982567089	SLD	\$12,470.00	\$79,550.00						\$92,020.00
Commission For The Blind and Visually Impaired	3210249660	OHI		\$2,200.00						\$2,200.00
Commission For The Blind and Visually Impaired	3614376736	OHI		\$2,200.00						\$2,200.00
Commission For The Blind and Visually Impaired	6038432306	VI		\$2,200.00						\$2,200.00
Commission For The Blind and Visually Impaired	3235801991	PSD		\$2,200.00						\$2,200.00
Commission For The Blind and Visually Impaired	2573913579	TBI		\$2,200.00						\$2,200.00
Center For Lifelong Learning	5348108852	AUT		\$54,570.00						\$54,570.00
Bright Beginnings Learning Center	5781075216	OHI		\$51,039.00						\$51,039.00
Academy Learning Center	4596515305	AUT		\$53,607.00						\$53,607.00

\$12,470.00

TOTAL	\$414,115.72
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Dr. Dale G. Caldwell,
Board President

Mr. Richard Jannarone,
Business Administrator/Board Secretary

RESOLUTION

**To Approve the Continuation of the Agreement Between the
Board of Education and Rutgers Robert Wood Johnson Medical School,
Eric B. Chandler Health Center**

WHEREAS, the New Brunswick Board of Education believes in the provision of comprehensive health services for students and their families; and

WHEREAS, the Board of Education and Rutgers RWJ Medical School wants to continue the agreement for the latter to provide health care services; and

WHEREAS, said services will be provided through the Eric B. Chandler Health Center located at New Brunswick High School.

NOW, THEREFORE, BE IT RESOLVED, the New Brunswick Board of Education approves the extension of the agreement with Rutgers RWJ Medical School, Eric B. Chandler Health Center from July 1, 2022 through June 30, 2023, in accordance with the terms specified in the agreement, for a total cost not to exceed \$30,000.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

RESOLUTION

TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN NEW BRUNSWICK BOARD OF EDUCATION AND NEW BRUNSWICK LEADERSHIP ASSOCIATION FOR THE PERIOD JULY 2022 THROUGH JUNE 2025.

WHEREAS, the New Brunswick Board of Education has negotiated the Memorandum of Agreement with the New Brunswick Leadership Association for the contract years July 2022 through June 2025.

NOW, THEREFORE, BE IT RESOLVED, the New Brunswick Board of Education approves the Memorandum of Agreement between New Brunswick Board of Education and New Brunswick Leadership Association for the period July 1, 2022 through June 30, 2025.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED; November 15, 2022

res_nbla

RESOLUTION

To Approve Two(2) District Employees from New Brunswick High School to Attend Intervention and Referral Services (I&RS) Team Training with Stockton University at The Southern Regional Institute (SRI) and Educational Technology Training Center (ETTC) on December 7, 2022.

WHEREAS, the New Brunswick Board of Education supports professional development that reflects current educational standards and a more rigorous curriculum: and,

WHEREAS, the *Intervention and Referral Services (I&RS) Team Training is designed to provide schools which have new or reorganized (e.g, new members, new structure) school building I&RS teams with basic information, materials and skills to help them fulfill the regulatory requirements for the planning, development, implementation and maintenance of programs of I&RS (N.J.A.C. 6A:16-8). This training can also be used to provide review for existing teams. Workshop focus will include identifying and addressing academic, behavior and health issues and developing effective intervention strategies and action plans. In this training participants will also discuss how to incorporate RTI into the I&RS process.*

WHEREAS, the cost of attending this training is \$356.00 for one day, for the staff members listed below:

- Parker Kaminsky, School Counselor
- Jennifer Massaro, General Education & Special Education Teacher

NOW THEREFORE BE IT RESOLVED, that the New Brunswick Board of Education approves the employees listed above to attend the Intervention and Referral Services (I&RS) Team Training on Wednesday, December 7, 2022 – 9:00 am - 3:00 pm in 10 West Jimmie Leeds Road. Galloway, NJ 08205, at a cost not to exceed \$356.00.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022

Requested by: Maria Narvaez, School Secretary, New Brunswick High School.

RESOLUTION

TO APPROVE BOLLINGER SPECIALTY GROUP FOR THE 2022-2023 SCHOOL YEAR

WHEREAS, the New Brunswick Public School District has the need for Student Accident Insurance Coverage.

WHEREAS, the New Brunswick Board of Education has searched the policy for this Student Accident Insurance will be for the 2022-2023 school year, and

NOW, THEREFORE, BE IT RESOLVED, the New Brunswick Board of Education hereby approves Bollinger Specialty Group for the 2022-2023 SY, at a cost not to exceed \$49,742.

Dr. Dale G. Caldwell
Board President

Mr. Richard D. Jannarone
Business Administrator/Board Secretary

ADOPTED: November 15, 2022