

Special Action Meeting
July 20, 2015

The Board of Education of the Borough of Fair Lawn, New Jersey, held a Special Action Meeting in the Conference Room # 19 at Thomas Edison School, 37-01 Fair Lawn Ave., Fair Lawn, New Jersey, on **Monday, July 20, 2015.**

The meeting was called to order by President Quackenbush at 7:30 p.m.

ROLL CALL:

Mr. Banta, Mrs. Frankel, Mr. Klein, Mrs. Piela, Ms. Quackenbush, Mr. Rosenberg,
Mr. Spindel, Mrs. Wallace (via phone)

Members Absent

Mr. Barbarulo

Others Present:

Mr. Bruce Watson, Superintendent of Schools
Ms. Natalie Lacatena, Assistant Superintendent, Education
Mrs. Joanne Wilson, Business Administrator/Board Secretary
Mrs. Lisa Panagia, Director of Human Resources
Mr. Paul Green, Board Attorney
Mr. Sean Monaghan, Environmental Attorney
Mr. Tom Senko, Buildings & Grounds Supervisor
Mr. Steve Secora, LAN Associates
Mr. Gerritt Visser, LAN Associates
Mr. Robert McCloud, The McCloud Group
Mr. Kevin Cohen, The McCloud Group

Public Present:

There were approximately 12 people from the public present.

Flag Salute

The flag salute was led by President Quackenbush.

Sunshine Statement – Chapter 231, Laws of 1975

President Quackenbush, read a statement that advance notice of this meeting, as well as the Agenda, had been distributed in accordance with the provisions of Chapter 231, Laws of 1975 (Sunshine Law).

Superintendent Comments

Mr. Watson updated all on the non-public busing for Yavneh Academy. Since there were no bidders on the routes for this school through South Bergen Jointure Commision the district will re-bid it themselves. The bid opening is scheduled for August 4, 2015.

**Special Action Meeting
July 20, 2015**

The following **personnel** items are brought to the Board of Education for **Action**:

P1. Approval of Appointment of Certificated Personnel - 2015/2016 School Year

That the appointment of the following certificated personnel for the 2015/2016 school year, in accordance with the 2014/2015* Salary Schedule of the agreement between the Fair Lawn Board of Education and the Fair Lawn Education Association, effective September 1, 2015, be approved:

- a. **Lana Benim**, School Psychologist, Thomas Jefferson Middle School
(Long term substitute under contract, effective September 1, 2015 through June 30, 2016)
PhD., Step 3, \$68,655.*
Code: 11-000-219-104-204-14-33-02 (Replacement position - CRL)
- b. **Kathleen Clifford**, Ancillary Teacher, Radburn School
19.5 hours/maximum per week @ \$58.35*/hr.
Code: 11-424-100-101-001-14-33-03 (Replacement position)
- c. **Lindsay DeBellis**, Science Teacher, Memorial Middle School
B.A., Step 1, \$51,585.*
Code: 11-130-100-101-001-00-11-02 (Replacement position)
- d. **Allyson Gretz**, French Teacher, Thomas Jefferson Middle/High School
M.A.+30, Step 1, \$64,885.*
Code: 11-130-100-101-001-00-10-02
11-140-100-101-001-00-12-02 (Replacement position)
- e. **Kavi Marc Jauhar**, Business Education Teacher, High School
(Long term substitute under contract, effective September 1, 2015 through June 30, 2016)
M.A., Step 1, \$58,185.* (Pending certification)
Code: 11-140-100-101-001-00-12-02 (Replacement position)
- f. **Sarah Ralosky**, Elementary Teacher - Grade One - Radburn School
M.A., Step 1, \$58,185.*
Code: 11-120-100-101-001-00-06-02 (New position)
- g. **Victoria Scaglione**, Kindergarten Teacher, Westmoreland School
(Long term substitute under contract, effective October 1, 2015 through June 30, 2016)
B.A., Step 2, \$52,095.* (pro-rated)
Code: 11-110-100-101-001-00-04-02 (Replacement position - CRL)

Approval of Appointment of Certificated Personnel - 2015/2016 School Year
(continued)

- h. **Laura Anne Shannon**, Special Education Teacher, Radburn School
M.A., Step 2, \$58,695.*
Code: 11-204-100-101-001-14-33-02 (Replacement position)
- i. **Deborah Thompson**, Kindergarten Teacher - A.M., Warren Point School
M.A., Step 2, \$29,347.50* (.5)
Code: 11-110-100-101-001-00-01-02
- j. **Nicole Vaccaro**, ESL Teacher, Westmoreland/Milnes School
M.A.+15, Step 6, \$61,825.*
Code: 11-240-100-101-001-24-33-03 (Replacement position)

**Until such time as a successor agreement is reached.*

P2. Approval of Change in Assignment of Certificated Personnel – 2015/2016 School Year

That a change in assignment, for the following certificated personnel, for the 2015/2016 school year, in accordance with the 2014/2015* salary schedule, of the agreement between the Fair Lawn Board of Education and the Fair Lawn Education Association, effective September 1, 2015 be approved:

a. **Jennifer Amos**

From: Elementary Teacher, Milnes School
M.A.+30, Step 8, \$70,125.*
Code: 11-120-100-101-001-00-07-02

To: Elementary Math Specialist, Milnes School
M.A.+30, Step 8, \$70,125.*
Code : 11-120-100-101-001-60-33-02 (Replacement position)

Approval of Change in Assignment of Certificated Personnel – 2015/2016 School Year
(continued)

b. **Melissa Wolper**

From: Special Education Teacher, Radburn School
M.A., Step 10, \$67,225.*

Code: 11-204-100-101-001-14-33-02

To: Special Education Teacher, Thomas Edison School
M.A., Step 10, \$67,225.*

Code: 11-215-100-101-001-14-33-02

**Until such time as a successor agreement is reached.*

P3. **Approval of Promotion of Certificated Personnel - 2015/2016 School Year**

That the Board of Education approves a promotion, for the following certificated personnel, for the 2015/2016 school year, in accordance with the 2015/2016 Salary Schedule, of the agreement between the Fair Lawn Board of Education and the Fair Lawn Administrative and Supervisory Association effective August 1, 2015, as indicated:

a. **Diane Ciaramella, Thomas Edison School**

From: Autistic Coordinator, District
at an annual salary of \$110,705.

Code: 11-214-100-110-001-14-33-02

To: Assistant to the Director of Special Education/Transition Coordinator
Step 1, \$123,000.

Code: 11-000-219-104-001-14-33-02

**Special Action Meeting
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The following **education** items are brought to the Board of Education for **Action**:

E1. Attendance at Conference, Convention, Workshop

WHEREAS, certain Fair Lawn School District employees have requested authorization to attend the conference(s) / workshop(s) listed below, **AND**

WHEREAS, the attendance of each employee at the specified conference/workshop is educationally necessary, fiscally prudent and (1) directly related to and within the scope of the employees current responsibilities and the District's professional development plan, and (2) critical to the instructional needs of the District or furthers the efficient operation of the District;
THEREFORE BE IT

RESOLVED, that the Board hereby determines that the estimated expenses related to the authorized travel listed below are justified and therefore authorizes payment of any registration fees and reimbursement of statutorily authorized travel expenditures to the designated employees, not to exceed District budgetary limitations and to be in accordance with the provisions of N.J.S.A. 18A:11-12, the District's travel policy and procedures, state travel payment guidelines established by the Department of Treasury in NJOMB circular letter 06-020OMB, and with guidelines established by the Federal Office of Management and Budget.

Orton Gillingham Comprehensive Training, August 3-7, 2015, Secaucus, NJ

Sarah Goldberg, Forrest

\$975.00

CODE: 11-000-219-580-000-14-33-03

**Special Action Meeting
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The following **finance** items are brought to the Board of Education for **Action**:

F1. Approval of Change Order For Window Replacement at Memorial Middle School

That the Board approves the AIA Change Order # 1 for the GL Group for window replacement at Memorial Middle School. State Project #1450-070-14-1004 in the amount of \$37,600.

F2. Approval of Change Order For Window Replacement at Fair Lawn High School

That the Board approves the AIA Change Order # 1 for the GL Group for window replacement at Fair Lawn High School. State Project #1450-050-14-1002 in the amount of \$41,400.

F3. Approval of Addendum to Aramark Management Services for Custodial and Management Services for 2015-2016

WHEREAS, on July 1, 2015, the Fair Lawn Board of Education entered into a contract with Aramark Management Services, L.P. ("Aramark") for the provision of custodial and management services in accordance with the terms of a competitive contract process conducted pursuant to *N.J.S.A. 18A:18A-4.1 et seq.* and Aramark's response to the Board's Request for Proposals under that process; **AND**

WHEREAS, the Board and Aramark desire to amend the aforesaid agreement to add the services of one custodian in accordance with the **attached** rider;

NOW, THEREFORE, BE IT RESOLVED, that the Board approves the attached Rider with Aramark, and authorizes its President and Secretary to execute same on behalf of the Board

Ms. Quackenbush asked for a motion to accept Motions #P1-3, #E1, #F1-3.

Mr. Rosenberg moved and Mr. Spindel seconded.

All Members voted in the affirmative with Mr. Klein abstaining on Motion #P3.

Motion #P1-2	8-0-0
Motion #P3	7-0-1
Motion #E1, #F1-3	8-0-0
Motions #P1-3, #E1, #F1-3.	Carried

Items to be Discussed During Closed Session:

1. Attorney Client Privileges

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Ms. Quackenbush asked for a motion to recess into Closed Session and stated that the Board would not be returning to Open Session.

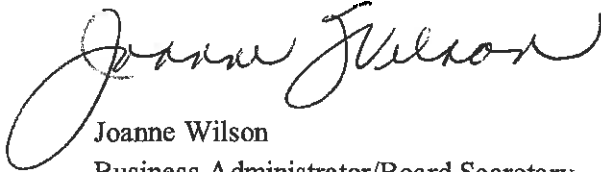
Mr. Klein moved and Mr. Rosenberg seconded.

All Members voted in the affirmative.

The Board recessed into Closed Session at 7:40 p.m.

The Board adjourned from Closed Session at 10:15 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joanne Wilson", written in a cursive style.

Joanne Wilson

Business Administrator/Board Secretary

ADDENDUM TO SERVICE AGREEMENT

Whereas, the FAIR LAWN BOARD OF EDUCATION (hereinafter referred to as "District") and ARAMARK MANAGEMENT SERVICES LIMITED PARTNERSHIP (hereinafter referred to as "Contractor") are parties to a services agreement, dated July 1, 2015 pursuant to which Contractor provides custodial and management services to the District; and the Parties as of August 1, 2015 desire to amend the aforesaid Agreement;

Now, therefore, in consideration of the promises contained herein and for other good and valuable consideration, the Parties hereto agree as follows:

1. ARAMARK will provide 1.0 additional Custodial FTE.
2. Effective August 1, 2015, the annualized Contract Price for Year One will be increased to One Million Five Hundred Sixty Six Thousand Nine Hundred Twenty One Dollars and Ninety Nine Cents (\$1,566,921.99). The Total Contract Price for Year Two will now be One Million, Five Hundred Eighty Two Thousand, Five Hundred Ninety One Dollars and Twenty One Cents (\$1,582,591.21) This reflects the increase of 1.0 Custodial FTE.
 - a. The monthly billing amount from August 1, 2015 through June 30, 2016 will increase to One Hundred Thirty Thousand Five Hundred Seventy Six Dollars and Eighty Three Cents (\$130,576.83).
 - b. The monthly billing amount from July 1, 2016 through June 30, 2017 will increase to One Hundred Thirty One Thousand Eight Hundred Eighty Two Dollars and Sixty Cents (\$131,882.60).

This Addendum is effective August 1, 2015 and thereafter, unless otherwise amended. All other terms and conditions contained in the Agreement shall remain unchanged and in full force and effect.

In witness whereof, the parties hereto have caused this Addendum to be signed by their duly authorized officers, all done the day and year first above written.

Fair Lawn Board Of Education

ARAMARK Management Services Limited Partnership

By: _____
Cindy Jo Quackenbush
School Board President

By: _____
Mr. Brian Pressler
Vice President

Date: _____

By: _____
Ms. Joanne Wilson
Business Administrator

Date: _____

Date: _____

PROPOSAL FORM A - PRICING

Description		Details	7-1-15 to 6-30-16	
			Percent	Total Charges
Base Contract 2015-2017	Custodial	Charge for Employee Wages		\$859,040.00
		Charge for Employee Health Care Benefits	13%	\$111,675.20
		Charge for Employee Other Fringe Benefits	1%	\$8,590.40
		Charge for Employee Payroll Taxes	7%	\$60,132.80
	FTEs (1 FTE=2080 Hours per Year) -	28.00 FTEs		
	Average Hourly Wage Rate -	\$14.75 Excluding Fringe Benefits & Taxes		
	Custodial Overtime	Charge for Employee Wages		\$55,004.54
		Charge for Employee Payroll Taxes	7%	\$3,850.28
		Number of annual hours -	2,246 Hours	
		Average Hourly Wage Rate -	\$24.49 Excluding Fringe Benefits & Taxes	
	On-Site Manager	Charge for Employee Wages		\$71,000.00
		Charge for Employee Health Care Benefits	17%	\$12,070.00
		Charge for Employee Other Fringe Benefits	1%	\$710.00
		Charge for Employee Payroll Taxes	7%	\$5,155.00
	FTEs (1 FTE=2080 Hours per Year) -	1.00 FTEs		
	Average Hourly Wage Rate -	\$34.13 Excluding Fringe Benefits & Taxes		
	On-Site Supervisor/s	Charge for Employee Wages		\$52,750.00
		Charge for Employee Health Care Benefits	17%	\$8,968.00
		Charge for Employee Other Fringe Benefits	1%	\$527.50
		Charge for Employee Payroll Taxes	8%	\$4,024.00
	FTEs (1 FTE=2080 Hours per Year) -	1.00 FTEs		
	Average Hourly Wage Rate -	\$25.36 Excluding Fringe Benefits & Taxes		
	Clerical	Charge for Employee Wages		\$39,208.00
		Charge for Employee Health Care Benefits	13%	\$5,097.04
		Charge for Employee Other Fringe Benefits	1%	\$392.08
		Charge for Employee Payroll Taxes	7%	\$2,744.56
	FTEs (1 FTE=2080 Hours per Year) -	1.00 FTEs		
	Average Hourly Wage Rate -	\$18.85 Excluding Fringe Benefits & Taxes		
	Contractor Start Up Charges – attach detail breakdown			
	Amount amortized over: 5	Input Total Start Up Charges Amount	\$0.00	\$0.00
	Contractor Equipment Budget/Pool			
	Amount amortized over: 5	Input Total Equip. Budget Pool Amount	\$60,000.00	\$12,000.00
	Contractor Charge for Computerized Quality Assurance System			\$2,878.00
	Contractor Charge for Office and or Warehouse Rent			\$0.00
	Contractor Charge for Required Office Equipment			\$8,341.00
	Contractor Charge for Supplies and On-Going Operating Costs			\$138,728.60
	Contractor Management Fee		3.4%	\$51,222.00
	District Charge for Contract Monitoring			\$14,196.00
	TOTAL CONTRACT CHARGE YEAR ONE			\$1,528,305.00
	TOTAL MONTHLY BILLING YEAR ONE		\$127,358.75	
	Increase for 2016-2017 - Input Dollar Amount		1.0%	\$15,283.05
	TOTAL CONTRACT CHARGE YEAR TWO			\$1,543,588.05
	TOTAL MONTHLY BILLING YEAR TWO		\$128,632.34	
	TOTAL CONTRACT CHARGE YEAR'S ONE AND TWO			\$3,071,893.05
Amendment 1 to Add 1.0 Custodial FTE	Addendum 1-Adding 1.0 Custodial FTE as of August 1, 2015			
	Custodial	Charge for Employee Wages		\$30,680.00
		Charge for Employee Health Care Benefits	13%	\$3,988.40
		Charge for Employee Other Fringe Benefits	1%	\$306.80
		Charge for Employee Payroll Taxes	7%	\$2,147.60
	FTEs (1 FTE=2080 Hours per Year) -	1.00 FTEs		
	Average Hourly Wage Rate -	\$14.75 Excluding Fringe Benefits & Taxes		
	Contractor Charge for Supplies and On-Going Operating Costs			\$250.00
	Contractor Management Fee		3.4%	\$1,244.19
	AMENDED ANNUALIZED CONTRACT CHARGE YEAR ONE			\$1,566,921.99
	AMENDED TOTAL MONTHLY BILLING BEGINNING 8-1-2015		\$130,576.83	
	Increase for 2016-2017 - Input Dollar Amount		1.0%	\$15,669.22
	AMENDED TOTAL ANNUALIZED CONTRACT CHARGE YEAR TWO			\$1,582,591.21
	AMENDED TOTAL MONTHLY BILLING BEGINNING 7-1-2016		\$131,882.60	