

# Schedules and Attachments

NOVEMBER 2019

NOVEMBER 14, 2019	Agenda Session	7:30 PM	Admin Bldg. Conf Room
NOVEMBER 19, 2019	Regular Meeting	7:30 PM	OBHS – Main TV Studio





**THEATERS:**

All local theaters  
All New York City Theaters  
Count Basie Theater  
George Street Playhouse  
McCarter Theater  
Medieval Times Dinner & Tour  
NJPAC  
Patriot Theater, Trenton  
State Street Theater  
Strand Theater  
Two Rivers Theater- Red Bank

**MUSEUMS/HISTORIC SITES/PROGRAMS**

All New Jersey Museums  
All New York City Museums & Landmarks  
Atlantic Highlands & Observation Point  
Baltimore Harbor  
Battleship New Jersey  
Battleview Orchards  
Boston  
BWP Bats LLC, Brookville, PA  
Chinese Consulate General, NY  
Cliffwood Beach/Raritan Bay  
Color Mid Atlantic, Edison, NJ  
COSTCO  
Discovery Times Square Exposition  
Fabric Warehouse  
Falling Water, Mill Run, PA  
First Brokers/ICAP Securities, Jersey City, NJ  
Fort Hancock and Twin Lights  
Franklin Institute  
Goethe Institute, NY  
Gregg's Beauty Supply, Linden, NJ  
Grimaldi's  
Grounds for Sculpture

**MUSEUMS/HISTORIC SITES/PROGRAMS CON'D**

Holocaust Museum  
IKEA  
Joann Fabrics  
Lakeshore Learning Center, E. Brunswick, NJ  
Laurence Harbor/Raritan Bay  
Liberty Science Center  
Manasquan Inlet & Tidal Wetlands  
Manasquan Reservoir  
McGuire Air Force Base  
Middlesex County Court House  
Middlesex County Sewage & Wasterwater Plant  
Middlesex County Utility Authority  
Middletown Arts Center, Middletown, NJ  
New Brunswick Superior Court  
New Jersey State Capital in Trenton  
Newark Museum of Art  
NJ Marine Science Consortium  
NJ Vietnam Vet Ed Center - Holmdel  
Old Trenton Barracks  
Philadelphia Museums & Liberty Square  
Philalphia Magic Gardens  
Repertorio Espanol  
Restaurant Depot  
San Gennaro Festival Parade  
Sandy Hook Lighthouse  
Shark River Inlet & Belmar Beach  
Sterling Hill Mining Museum  
Strathmore Bowling Alley  
The Cloisters  
Washington, DC  
Waterloo Village  
Wetlands Institute, Stone Harbor, NJ  
Woodbridge Bowling Alley

**AQUARIUMS**

Adventures Aquarium, Camden, NJ  
Jenkinsen's Aquarium, Pt. Pleasant, NJ  
National Aquarium in Baltimore

**CENTERS**

All NY, NJ & PA Convention Centers  
Giants Stadium  
Kateri Environmental Center  
Lakewood BlueClaws Stadium  
Meadowlands Experience Tour  
New Jersey Exposition Center  
NJ State Bar Association Law Center  
Old Bridge Civic Center  
Park Performing Art Ctr, Union City  
Prudential Athletic Center  
Somerset Patriots Stadium  
Sovereign Bank Arena  
Special Olympics Complex, Lawrenceville, NJ  
Trenton Thunder Stadium

**EDUCATIONAL INSTITUTIONS**

All New Jersey & New York Colleges  
All New Jersey High& Middle Schools  
Automotive Training Center, Exton, PA  
Drew University  
FIT  
Lincoln Tech, South Plainfield  
Middlesex County Vo-Tech HS  
NJ Institute of Technology  
The Academy of Culinary Arts  
The French Culinary Institute of NYC  
UTI Bloomfield Campus  
UTI Exton Campus

**SECONDARY FIELD TRIP DESTINATIONS**

**PARKS/ZOOS**

All New Jersey State Parks, Farms & Zoos  
 Battleview Orchards  
 Camp Ockanickon YMCA, Medford  
 Duke Farms, Hillsborough  
 Fairview Lake YMCA  
 Foracy Park, Monmouth County  
 Hershey Park  
 Liberty State Park  
 Pequest Trout Hatchery & Natural Resource Center  
 Sandy Hook State Park  
 Six Flags-Great Adventure  
 Six Flags-Safari Journey in Learning  
 Tuckerton State Park

**HOSPITALS/HEALTH CENTERS**

George Busch Senior Center  
 Madison Center Genesis Elder Care  
 Menlo Park Veterans' Home  
 Old Bridge Health Care Centers  
 Old Bridge Manor Nursing Home  
 Robert Wood Johnson University Hospital  
 Roosevelt Care Center, Old Bridge

**EVENTS - LOCATIONS SUBJECT TO CHANGE**

Academic Competitions  
 Band Competitions & Parades  
 Bodyworks Exhibit  
 Cheerleading Competitions & Performances  
 Child Development Conferences  
 Chinese Club  
 Choir Competitions  
 Dance Team  
 Environmental Club  
 FBLA National & State Conventions  
 FEA Conferences  
 Habitat for Humanity

**EVENTS - LOCATIONS SUBJECT TO CHANGE**

HerWorld STEM Event  
 Interact Club - Leadership  
 JROTC Competitions  
 Junior Statesman of America conferences  
 NJ Science Olympiad Competition  
 NJ Student Council Competition  
 OBHS Fishing Club  
 Peer Leadership Conferences  
 Peer, Service Learning Initiatives  
 Project Unify  
 SADD Regional Conference  
 Senior Dinner Cruise  
 Training Workshops  
 Yearbook Workshops

**MISCELLANEOUS**

Aberdeen Diner  
 Aberdeen/Matawan Train Station/NJ Transit  
 Aby's Mexican Restaurant, Matawan, NJ  
 All NYC Restaurants  
 All Old Bridge Businesses & Restaurants  
 All Old Bridge Municipality venues  
 Amazing Escape Room, Princeton & Freehold, NJ  
 Black Bear Lake Country Club, Millstone, NJ  
 Bounce U, Marlboro, NJ  
 Brick House City, Newark, NJ  
 Brooks Art Center, Bound Brook, NJ  
 Camelback Ski Resort  
 Chocolate Works, Red Bank  
 Cross Fit, South Amboy, NJ  
 Dallenbach's Lake, East Brunswick  
 Deutscher Klub, Clark, NJ  
 Disney, Florida (senior class trip)  
 Eastern State Penitentiary, Phila  
 Eatontown Mall  
 Escapology, Holmdel, NJ  
 Escondido's Restaurant  
 Festival of Music Competition

**MISCELLANEOUS**

Freehold Mall  
 Goggle, NYC  
 HBO Studios, NYC  
 Healthy Italia, Madison, NJ  
 Hobby Lobby, Marlboro  
 Jinli Sichuan Cuisine, Marlboro, NJ  
 Job Corp, Edison, NJ  
 Johnson & Johnson, Summit  
 LaPlaca Pottery, Pt. Pleasant  
 Lip Lab, NY  
 Little Sheep Mongolian Hot Pot, Edison, NJ  
 Maloney's Grill, Matawan, NJ  
 Menlo Park Mall  
 Michael Graves Warehouse, Princeton  
 M. Millemann's architectural firm  
 Misty Morning Boat  
 Monmouth Beach Pavillion & Long Branch, NJ  
 Monster Golf, Marlboro  
 Mountain Creek Resort, Vernon Township, NJ  
 Nunzio's Kitchen, Sayreville  
 Papa Ganche Bakery, Matawan  
 Park Performing Arts Center, Union  
 PKF O'Connor Davies Accounting  
 Pines Manor  
 Raceway Park  
 Ronald McDonald House, all NJ locations  
 Rosalita's Roadside Cantina, Marlboro, NJ  
 Salsa Latina Restaurant  
 Seaside Heights Broadwalk  
 Sebastian's Schnitzelhaus, Wrightstown, NJ  
 Shop Rite of Spotswood  
 Sophie's Bistro, Somerset  
 Soul Sister Bakery, South Amboy  
 Surrender Café, Woodbridge  
 Ulta Beauty, Holmdel Commons, NJ  
 Via 45 Restaurant  
 Wegman's  
 Wilkin & Guttenplan, East Brunswick, NJ

**2019-20 BUDGET TRANSFER #4 THROUGH 10/312019  
NOVEMBER 19, 2019 BOARD MEETING**

<b>DESCRIPTION FROM</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>	<b>DESCRIPTION TO</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>
Tuition Private Schools	11-000-100-566-00-544	31,000.00	Tuition Other LEA's Reg	11-000-100-561-00-569	14,000.00
			Tuition Other LEA's Spec	11-000-100-562-00-618	17,000.00
Salaries Nurses	11-000-213-100-01-000	1,000.00	Health Svcs Supplies	11-000-213-610-00-000	1,000.00
Fica Employer Contribution	11-000-291-220-00-000	75,000.00	Contr Svcs Between Home & School	11-000-270-511-00-560	50,000.00
Pension Contribution	11-000-291-241-00-000	75,000.00	Contr Svcs Spec Ed	11-000-270-514-00-572	100,000.00
Equipment-Admin	12-000-261-730-00-000	4,500.00	Equipment-Food Service	12-000-230-730-00-310	4,500.00
Title I SIA C/O Purch Prof Svc Voorhees	20-233-100-300-17-000	100.00	Title I SIA C/O Salaries Voorhees	20-233-100-101-17-000	4,471.00
Title I SIA C/O Instr Supplies Voorhees	20-233-100-600-17-000	455.00			
Title I SIA C/O Hourly Salaries Voorhees	20-233-200-101-17-000	3,816.00			
Title I SIA C/O Support Svc Supplies Voorhees	20-233-200-600-17-000	100.00			
Title I Hourly C/O Parent Inv MA	20-234-200-101-10-515	7.10	Title I District Supplies C/O	20-234-100-610-00-000	136.70
Title I Hourly C/O Parent Inv Cooper	20-234-200-101-07-515	129.60			
Title III C/O Teacher Salaries	20-242-100-101-00-000	13,019.33	Title II C/O Sup[lies	20-242-100-600-00-000	18,387.56
Title III C/O Hourly Salaries	20-242-200-101-00-000	52.40			
Title III C/O Emp. Benefits	20-242-200-200-00-000	4,515.83			
Title III C/O Purch Prof Svcs	20-242-200-300-00-000	800.00			
Title II A C/O Coordinator Admin	20-276-200-101-00-500	12.00	Title II A C/O Hourly Salaries	20-276-200-101-00-211	12.00
Perkins-Instructional Equipment	20-398-400-731-00-000	1,602.00	Perkins-Instructional Supplies & Materials	20-398-100-600-00-000	1,602.00
<b>TOTAL FROM</b>		<b>211,109.26</b>	<b>TOTAL TO</b>		<b>211,109.26</b>

**2019-20 BUDGET TRANSFER #2 THROUGH 8/31/2019  
 SEPTEMBER 17, 2019 BOARD MEETING**

<b>DESCRIPTION FROM</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>	<b>DESCRIPTION TO</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>
Instructional Supplies-McDivitt	11-190-100-610-11-000	1,000.00	Supplies & Materials-McDivitt	11-190-100-600-11-000	1,000.00
Tuition Private Schools	11-000-100-566-00-544	47,500.00	Tuition Other LEA's Spec Equip-Technology	11-000-100-562-00-618 12-000-252-730-00-000	31,000.00 16,500.00
Salaries Nurses	11-000-213-100-01-000	25,000.00	Health Svcs Supplies	11-000-213-610-00-000	25,000.00
Security-Purch Prof Tech Svcs	11-000-266-300-00-000	39,000.00	Security-Purch Prop Svcs Equip Rental	11-000-266-440-00-000	39,000.00
Transportation Con Svcs Spec Ed	11-000-270-514-00-5XX	600,000.00	Transportation Con Svcs Between Home&Sch	11-000-270-511-00-560 11-000-270-513-00-140	540,000.00 60,000.00
Inst Svcs-Purch Prof Home Instruction	11-150-100-320-00-049	10,000.00	Salaries-Home Instruction	11-150-100-101-00-042	10,000.00
Title I SIA Hour Salaries Memorial	20-232-100-101-12-000	550.00	Title I SIA Purch Prof Svcs Memorial	20-232-200-300-12-000	550.00
Title I SIA C/O Hourly Salaries Memorial	20-233-100-101-12-000	105.96	Title I SIA C/O Supplies Memorial	20-233-100-600-12-000	105.96
Title I SIA C/O Hourly Salaries Voorhees	20-233-100-101-17-000	396.00	Title I SIA C/O Supplies Voorhees	20-233-100-600-17-000	396.00
Title IIA-Supplies	20-275-200-600-00-000	7,244.44	Title IIA-Purch Prof Svcs.	20-275-200-300-00-000	7,244.44
Title IV-St. Ambrose Support Svcs. Supplies	20-280-200-600-00-208	537.00	Title IV-St. Ambrose Instr. Supplies	20-280-100-600-00-208	537.00
<b>TOTAL FROM</b>		<b>731,333.40</b>	<b>TOTAL TO</b>		<b>731,333.40</b>







## OLD BRIDGE TOWNSHIP PUBLIC SCHOOLS

### Job Description

**TITLE: DIRECTOR OF PLANT SERVICES**

**QUALIFICATIONS:**

1. Educational Facilities Manager certificate per N.J.S.A. 18A:17-50 (unless exempt)
2. Bachelor's Degree in Mechanical or Civil Engineering a plus
3. Required criminal history background check, proof of U.S. citizenship or legal resident alien status, and proof of New Jersey residency (unless exempt)
4. Five (5) years of experience in commercial/industrial construction, project management and/or facilities management with at least three (3) years in a supervisory capacity preferred.

**REPORTS TO:** School Business Administrator/Board Secretary

**SUPERVISES:** Maintenance, field, buildings and grounds, including employees and contracted custodial staff, clerical and other District staff as assigned, as well as other outside contractors and related vendors.

**JOB GOAL:** To ensure that the District's school buildings and grounds are maintained in a safe, clean, and healthy manner and to ensure that the District is in compliance with all federal, state and local related laws, codes, Polices and regulations.

**PERFORMANCE RESPONSIBILITIES:**

1. Recruit, interview, check references, and recommend hiring of maintenance, field, and custodial employees to the Superintendent or designee.
2. Assists in the recruitment and hiring of all supervisory level buildings and grounds employees.
3. Establish and maintain training programs for all buildings and grounds staff.
4. Oversee the evaluation of buildings and grounds staff in consultation with building administrators and other related supervisory staff.
5. Maintain records of staff attendance and exercise and enforce the District's attendance policies as appropriate.

6. Manage contracted cleaning services, including providing periodic inspections of the sites and written evaluations to the contractors and Central Administration.
7. Assist in the development, alteration, and maintenance of the District's Long-Range Facility Plan and maintains the District's Five (5) Year Maintenance Plan.
8. Conduct inspections of the District's buildings and grounds on a regular basis and report observations and conditions to Central Administration and to appropriate building administrators, as needed.
9. Maintain and update school/building cleaning assignments.
10. Responsible for entering and maintaining the data in the District's Work Order system, preventative maintenance program, and ensuring that supplies and materials are ordered and stored in a timely and secure fashion, that effective inventory controls are in place, and that needed work is performed and completed, whether by District staff or contracted services, in a timely, efficient, and correct manner.
11. Submits monthly reports to Central Administration concerning entered, outstanding, and completed Work Orders and projects, as well as on the progress and recommendations of outside firms performing services for the District.
12. Assists the Purchasing Department in determining specifications for supplies, equipment, and materials needed and oversees the distribution and inventory of related supplies, equipment, and materials.
13. Directs District-wide snow removal operations, including the assignment of District staff and the utilization and deployment of contracted services.
14. Advises the superintendent on building, parking lot, and road conditions for decisions on school closing during inclement weather.
15. Assists in the formation of the annual school budget providing input and recommendations including staffing, supplies, equipment, maintenance and capital projects.
16. Ensure District compliance with all environmental regulations, including but not limited to Employee's Right to Know, Blood Borne Pathogens, Asbestos Management/Abatement Requirements, and EPA Regulations, including those pertaining to Sewerage and Water Treatment Plants, Indoor Air Quality Assessments and Lead Water Testing Program, as well as state regulations and documentation regarding the operation and maintenance of low-pressure boilers and emergency electric generators.

17. Ensure District compliance with all safety and health requirements promulgated by controlling Agencies, including the Fire, Health, and Building Departments, Recycling agencies, and various District Insurance providers.
18. Work cooperatively with the various Offices of Emergency Management and emergency response agencies to develop and maintain plans for utilizing District facilities as emergency shelters as may be required.
19. Assist in the development and maintenance of an Action Plan to satisfy the requirements of the Americans with Disabilities Act (ADA).
20. Serves as the District designated official for the asbestos management plan as required by AHERA.
21. Cooperates with building administrators in identifying substandard classrooms and develops plans for upgrading said classrooms in order to meet Department of Education standards.
22. Consults with and serves as liaison to the District Architect on school, facility, and/or site improvement, construction, or modification projects and develops plans and specifications for projects that are not assigned to the District Architect and Engineer.
23. Serves as the Clerk of the Works for all District building and site projects.
24. Performs other duties that may be within the scope of his/her employment as may be assigned by the Superintendent under the authority of the Board of Education.

**TERMS OF EMPLOYMENT:**

Salary and work year to be determined by the Board of Education.  
 Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such person may not be eligible.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the board's policy on evaluation of noncertified staff.

**PROPOSED:**      **October 21, 2019**

**ADOPTED:**      **November 19, 2019**

**Legal References:**      NJSA 18A:6-7.1      Criminal history record

NJSA 18A:7F-1 <i>et seq.</i>	Educational Improvement and financing act
NJSA 18A:16.1	Officers and employees in general
NJSA 18A:16.2	Physical examinations; requirement
NJSA 10:5-1 <i>et seq.</i>	Law Against Discrimination
NJSA 18A:17-49 <i>et seq.</i>	Buildings and Grounds Supervisors
NJAC 6A:26-16.1	Certified educational facilities manager
NJSA 34:5A-1 <i>et seq.</i>	Worker and Community Right to Know Act
NJSA 34:7.1 <i>et seq.</i>	Black Seal Fireman's License
NJAC 6A:26-12.1 <i>et seq.</i>	Facilities Maintenance Requirements
NJAC 6A:26-2	Long range facilities plan
NJAC 6A:32-6	Requirements of physical examinations
8 USCA §1100 <i>et seq.</i>	Immigration Reform and Control Act of 1986
29 CFR §1901.1 <i>et seq.</i>	Blood borne pathogens

Bloodborne Pathogen Standard, 29 CFR §1910.1030

Immigration Reform and Control Act of 1986, 8 U.S.C.A. §1100 *et seq.*

Manual for the Evaluation of Local School Districts (Revised September 2002) 7.6 Health and Safety, 7.7 Comprehensive Maintenance Plan, 7.8 Facilities Master Plan

**RN/CSN TRANSFERS**  
**2019-20 SCHOOL YEAR**

NAME	FROM	TO
Melissa Owsiany	CSMS, RN 11-000-213-100-17-000	Voorhees, RN 11-000-213-100-17-000
Laurie Renzi	Memorial/McDivitt, RN 11-000-213-100-12-000 11-000-213-100-11-000	Cooper, RN 11-000-213-100-07-000
Laura Goffred	District Floater HS/MS, RN 11-000-213-100-00-000	Memorial/McDivitt, RN 11-000-213-100-12-000 11-000-213-100-11-000
Yanett Toth	Voorhees, RN 11-000-213-100-17-000	CSMS, RN 11-000-213-100-17-000

