

# Schedules and Attachments

**NOVEMBER 2018**

<b>NOVEMBER 15, 2018</b>	<b>Agenda Session</b>	<b>7:30 PM</b>	<b>Admin Bldg. Conf Room</b>
<b>NOVEMBER 20, 2018</b>	<b>Regular Meeting</b>	<b>7:30 PM</b>	<b>OBHS – Main TV Studio</b>





**THEATERS:**

All local theaters  
 All New York City Theaters  
 Clearview Cinema, Matawan  
 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  
 Gregg's Beauty Supply, Linden, NJ  
 Grimaldi's

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

Grounds for Sculpture  
 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  
 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

**PARKS/ZOOS**

All New Jersey State Parks & Farms  
 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  
 Popcorn Park Zoo, Forked River, NJ  
 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  
 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  
 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  
 Dallenbach's Lake, East Brunswick  
 Deutscher Klub, Clark, NJ  
 Disney, Florida (senior class trip)  
 Eastern State Penitentiary, Phila  
 Eatontown Mall  
 Escondido's Restaurant  
 Etsch Farms

**MISCELLANEOUS**

Festival of Music Competition  
 FMRTL, LLC Accounting Firm  
 Freehold Mall  
 Goggle, NYC  
 HBO Studios, NYC  
 Healthy Italia, Madison, NJ  
 Hobby Lobby, Marlboro  
 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  
 Pines Manor  
 Raceway Park  
 Rosalita's Roadside Cantina, Marlboro, NJ  
 Salsa Latina Restaurant  
 Seaside Heights Boardwalk  
 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

**2018-19 BUDGET TRANSFER #4 THROUGH 10/31/2018  
NOVEMBER 20, 2018 BOARD MEETING**

DESCRIPTION FROM	ACCOUNT	AMOUNT	DESCRIPTION TO	ACCOUNT	AMOUNT
Instruction Svcs-Supplies	11-000-221-600-00-000	1,500.00	Instruction Svcs-Membership Fees	11-000-221-800-00-000	1,500.00
Admin. Info. Tech. Supplies	11-000-252-600-00-000	11,000.00	Admin. Info. Tech. Purch. Prof. Svcs.	11-000-252-330-00-000	11,000.00
Transportation Con Svcs Spec Ed	11-000-270-514-00-510	60,000.00	Transportation Con Svcs Between Home&Sch	11-000-270-511-00-509	60,000.00
Equipment-School Facilities	12-000-261-730-01-000	40,000.00	Security-Purchased Prof. Svcs.	11-000-266-440-00-000	40,000.00
Title IIA Salary	20-275-200-100-00-211	8,000.00	Title IIA Supplies OB	20-275-200-600-00-000	2,000.00
			Title IIA Purch Prof Services	20-275-200-300-00-000	6,000.00
<b>TOTAL FROM</b>		<b>120,500.00</b>	<b>TOTAL TO</b>		<b>120,500.00</b>

**2018-2018 School Year — November 2018**[illegible]

**OLD BRIDGE TOWNSHIP PUBLIC SCHOOLS**

Job Description

**TITLE:** WEBMASTER (PART TIME)

**QUALIFICATIONS:**

1. Proven experience in website design and maintenance.
2. Proficiency in district's hardware and software applications, including a basic knowledge of HTML code.
3. Accuracy and attention to detail, including the ability to take ownership of tasks and complete independently.
4. Strong interpersonal and communication skills; work well with others.
5. Familiarity with the district's network and systems.
6. High degree of organizational ability; ability to work to meet deadlines.
7. Required criminal background check and proof of U.S. Citizenship or legal resident alien status of current non-employees.

**REPORTS TO:** Superintendent of Schools, Assistant Superintendent, Director of Technology

**JOB GOAL:** The Webmaster is responsible for administering and maintaining the functionality and timely sharing of school and community information through the district's website, schools' websites and notification systems.

**PERFORMANCE RESPONSIBILITIES:**

1. Maintain district and school websites; update as needed and/or directed by district leadership.
2. Oversee operational activities of all district-related websites with specific attention to creativity, content creation, and maintenance.
3. Implement and maintains a "style guide" which maintains consistency for all content displayed.
4. Troubleshoot and repairs bugs and problems related to district websites and notification systems.
5. Maintain consistency of ABA website compliance standards.
6. Regulate and manages the access rights of different website users.
7. Post any legally required notices and information as directed by district leadership.
8. Post, maintain and update staff directory.
9. Post, maintain and update necessary forms/items to district's Intranet.
10. Assist with posting/relaying emergency notifications to website and/or district's notification systems—requiring "work hours" flexibility that may fall outside of the school day.
11. Analyze traffic to websites and make recommendations to district leadership for hierarchy/access changes.
12. Provide guidance and support for school website contributors.

13. Perform other duties which are within the scope of employment as may be assigned by district leadership under the authority of the Board of Education.

#### **TERMS OF EMPLOYMENT:**

Twelve (12) months. Terms are in accordance with the provisions of the Agreement between the Old Bridge Board of Education and the Old Bridge Education Association.

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 annually in accordance with state law and the provisions of the board's policy on evaluation.

**PROPOSED:** April 26, 2005

**ADOPTED:** May 3, 2005

**REVISED:** November 20, 2018

#### **Legal References:**

<u>N.J.S.A.</u> 18A:6-7.1	Criminal history record
<u>N.J.S.A.</u> 18A:16-1	Officers and employees in general
<u>N.J.S.A.</u> 18A:16-2	Physical examinations; requirement
<u>N.J.S.A.</u> 10:5-1 <i>et seq.</i>	Law Against Discrimination
N.J.A.C. 6A:23A-6.5	Segregation of duties
N.J.A.C. 6A:23A-6.6	Standard operating procedures for business functions
8 <u>U.S.C.A.</u> §1100 <i>et seq.</i>	Immigration Reform and Control Act of 1986



NAME	FROM	TO
Amy Reilly	OBHS, Culinary Arts 11-140-100-101-01-000	OBHS, Child Development 11-140-100-101-01-000

**REASSIGNMENTS**  
**2018-19 SCHOOL YEAR**

NAME	FROM	TO
Jennifer McCann	OBHS, English 11-140-100-101-01-000	OBHS, SAC 11-000-218-104-00-000 +\$1286(HS Anti-Bullying)

[illegible]

[illegible]

**TRANSFERS**  
**2018-19 SCHOOL YEAR**

NAME	FROM	TO
Kerryann Silvestri	Southwood, Guidance 11-000-218-104-00-999 +\$1925(Guidance) +428(Elem Anti-Bullying)	CSMS, Guidance 11-000-218-104-04-000 +\$1925(Guidance)



OLD BRIDGE TOWNSHIP PUBLIC SCHOOLS

**Job Description**

**TITLE:**       **Dispatcher**

**QUALIFICATIONS:**

1. The ability to work well with drivers, aides, students, faculty and parents.
2. Knowledge of morning and afternoon routes.
3. Knowledge of roadways, boundaries and policies.
4. High School graduate or equivalent.
5. All valid and current licensing pertinent for school bus operation.
6. Excellent driving record.

**REPORTS TO:** Director of Transportation  
Hours to be determined by Director

**JOB GOAL:** To assist in planning, coordination and operation of the transportation system. To perform dispatcher responsibilities for the transportation department

**PERFORMANCE RESPONSIBILITIES:**

1. Transports students in a safe and efficient manner.
2. Holds a valid CDL, Class B, Passenger Endorsement, School Bus Endorsement License and any other endorsement needed to keep license current.
3. Acts as a substitute driver and is used as needed to transport students.
4. Assists in compilation of data related to transportation.
5. Monitors to insure all employees have arrived for their scheduled assignments.
6. Covers assignments for employees who are unable to fulfill their obligations.
7. Assists drivers through communication via radio.
8. Receives and handle two-way radio calls.
9. Contacts proper personnel in the event of an accident, emergency or injury.
10. Answers phone calls and takes messages pertinent to operations.
11. Performs other duties as directed by Transportation Director.

**TERMS OF EMPLOYMENT:**

Ten-month or twelve-month work year. Salary and other terms and conditions of employment to be consistent with the terms established by the Collective Bargaining Agreement between the Board of Education and the Old Bridge Education Association.

Transportation/Dispatcher

**PROPOSED:** 06/27/07  
**APPROVED:** 06/27/07  
**REVISED:** 11/20/18

**Legal References:**

<u>N.J.S.A.</u> 18A:6-7.1	Criminal history
<u>N.J.S.A.</u> 18A:16-2	Physical examinations; requirement
<u>N.J.S.A.</u> 18A:25-2	Authority over pupils
<u>N.J.S.A.</u> 18A:39-18	Information on bus drivers to be furnished
<u>N.J.S.A.</u> 18A:39-19.1	Information on bus drivers to be furnished (Bus drivers; submission of home, address and fingerprints; criminal history record, check qualification; valid bus drivers license)
<u>N.J.S.A.</u> 18A:39-20	Approval
<u>N.J.S.A.</u> 39:3-10	Licensing of drivers; classifications
<u>N.J.S.A.</u> 39:5D-1	Commercial driver license
<u>N.J.A.C.</u> 6:3-4A.4	Requirements of physical examinations
<u>N.J.A.C.</u> 6A:27	Student transportation
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:27-12.1 through 12.3	Drivers and Aides

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

Transportation Employee Testing Act of 1991 School bus drivers, 49 C.F.R. §382.103  
Employee Education/Supervisor training, 49 C.F.R. §382.1202, 1203



Donor	Donation	Description
ProFysio Physical Therapy	\$500	McDivitt School's National & State School of Character applications
Old Bridge Orthodontics	\$500	Cheesequake School's National & State School of Character applications
Old Bridge Orthodontics	\$250	Voorhees School's State School of Character application
Ivy Master Learning Center	\$250	Voorhees School's National School of Character application
Giuseppe's Pizza	lunch for 24 students (\$213.64)	Lunch for the "Lunch with the Superintendents"
Lisa's Pizza	3 pizzas (\$39)	Pizzas for the November 6 In Service OB Bus Tour
Dave Merwin	3 pizzas (\$39)	Pizzas for the November 6 In Service OB Bus Tour
Friendly's	ice cream (\$120)	Ice cream for the November 6 In Service OB Bus Tour
Grillestone Restaurant	sponsored dinner (\$250)	Sponsored & Hosted the November 13 Promising Practices Celebration