

# Schedules and Attachments

DECEMBER 2016

December 13, 2016	Agenda Session	7:30 PM	Admin Bldg. Conf Room
December 20, 2016	Regular Meeting	7:00 PM	OBHS – Main TV Auditorium



**2016-17 BUDGET TRANSFER #5 THROUGH 11/30/2016  
 DECEMBER 20, 2016 BOARD MEETING**

DESCRIPTION FROM	ACCOUNT	AMOUNT	DESCRIPTION TO	ACCOUNT	AMOUNT
Reg. Prog of Instruction-Supplies	11-190-100-610-03-015	548.75	Reg. Prog of Instruction-Supplies	11-190-100-610-03-013	4,269.00
Reg. Prog Textbooks	11-190-100-640-03-013	6,220.25	Purchs Prof Ed Services	11-000-223-320-00-000	2,500.00
Reg. Prog Textbooks-Admin	11-190-100-640-03-007	14,470.00	Reg. Prog of Instruction-Supplies Computer	11-190-100-610-03-034	14,470.00
Salaries-Teacher Spec Ed RC	11-213-100-101-00-000	1,500.00	Salaries-Hourly Spec Ed RC Shoprite	11-213-100-100-01-100	1,500.00
Other Purch Svcs Basic Skills	11-230-100-500-00-000	52.64	Supplies Basic Skills	11-230-100-610-00-000	761.66
Textbooks Basic Skills	11-230-100-640-00-000	709.02			
Inst Staff Training-Supplies	11-000-223-600-00-000	15,000.00	Salaries-Instr Staff/Oth Prof Staff	11-000-223-104-00-000	15,000.00
Transportation-Salaries Non Instr Aides	11-000-270-107-00-126	12,000.00	Transportation-Contr Svcs Reg.	11-000-270-511-00-590	101,053.00
Transportation-Contr Svcs Spec Ed	11-000-270-514-00-590	80,000.00			
Transportation-Other Purch Svcs Veh Ins.	11-000-270-593-00-143	9,053.00			
Undist. Exp Req Maint	12-000-261-730-03-000	32,000.00	Equip-Admin Info Tech.	12-000-252-730-00-000	32,000.00
School Buses-Regular	12-000-270-733-00-270	461,000.00	Other Emp. Benefits	11-000-291-290-00-157	500,000.00
School Buses-Special	12-000-270-734-00-270	39,000.00			
NJAchieve YR2-Hourly Salaries	20-296-100-100-00-000	3,980.00	NJAchieve YR2-Support Hourly Salaries	20-296-200-100-00-000	5,546.80
NJAchieve YR2-Support Travel	20-296-200-580-00-000	1,552.22	NJAchieve YR2-Emp Benefits	20-296-200-200-00-000	120.55
NJAchieve YR2-Support Supplies	20-296-200-600-00-000	135.13			
<b>TOTAL FROM</b>		<b>677,221.01</b>	<b>TOTAL TO</b>		<b>677,221.01</b>





**State of New Jersey**  
DEPARTMENT OF EDUCATION  
PO Box 500  
TRENTON, NJ 08625-0500

CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

KIMBERLEY HARRINGTON  
*Acting Commissioner*

December 1, 2016

Mr. David Cittadino, Superintendent  
Old Bridge School District  
[dcittadino@obps.org](mailto:dcittadino@obps.org)

Dear Mr. Cittadino:

In July 2015, the Department issued an evaluation of the Old Bridge School District pursuant to the requirements of the Quality Single Accountability Continuum (QSAC), N.J.A.C. 6A:30 et seq. At that time, the district was placed on a continuum in each of the areas evaluated in the district performance review (DPR): instruction and program, fiscal management, operations, personnel and governance.

Following that initial evaluation, the district developed an improvement plan to address noncompliant areas in instruction and program; the plan was approved in January 2016. Staff from the Middlesex County Office of Education conducted an interim review of the district's progress in the areas of instruction and program. Listed below are the initial placement and interim review placement scores for your district:

DPR Areas	Initial Placement (7/2015)	Interim Review Placement (12/2016)
Instruction and Program	49%	82%
Fiscal Management	100%	100%
Governance	100%	100%
Operations	100%	100%
Personnel	100%	100%

As noted above, your district has satisfied at least 80% of the weighted indicators in each of the five areas of the QSAC review process and has been designed as "high performing." Please be advised that the QSAC regulations require your board of education to report these placement results at the next regularly scheduled board meeting.

Acting Commissioner Harrington will recommend to the State Board of Education that your district be certified as providing a thorough and efficient system of education, for a period of three years or until the next QSAC review. Congratulations on this accomplishment.

Sincerely,

Robert L. Bumpus  
Assistant Commissioner  
Division of Field Services

RLB:PIL:old bridge/interim review  
Enclosures  
c: Yasmin Hernández-Manno

**SALARY ADJUSTMENTS FROM THE 2015-16 TO 2016-17 SCHOOL YEAR**

LAST NAME	FIRST NAME	FROM 2015-2016				TO 2016-2017		
		SG TRACK	SG STEP	SALARY		SG TRACK	SG STEP	SALARY
BECKER	SHAREE	TEA MA+30	18	101406 +5676(LONGEVITY)		TEA MA+45	18	103043 +5708(LONGEVITY)











**OLD BRIDGE TOWNSHIP PUBLIC SCHOOLS**  
**Job Description**

**JOB TITLE:** Bus Aide/Attendant

**QUALIFICATIONS:**

1. A high school diploma is required.
2. The ability to work well with people.
3. Ability to handle confidential matters in an ethical manner.
4. Must have considerable knowledge of all safety precautions necessary in dealing with children.
5. Must have the ability to follow written and/or oral instructions.
6. Must be in good health and able to perform required duties.
7. Required criminal history background check and proof of U.S. Citizenship or legal resident alien status of current non-employees.

**REPORTS TO:** Director of Transportation, School Vehicle Driver

**JOB GOAL:** Assist students in mounting and dismounting school vehicles while ensuring the safety requirements are met.

**PERFORMANCE RESPONSIBILITIES AND DUTIES:**

1. Ensure the safe and orderly conduct of students on the bus at all times.
2. Assist students when entering and exiting the bus
3. Provide instruction to students regarding proper safety; ensure seat belts are worn
4. Assist with student's wheelchair on the bus, if applicable
5. Participate in scheduled emergency bus evacuation drills
6. Ensure all students exit the bus upon arrival at destination
7. Assist bus driver and students in the event of a bus accident
8. Collect personal items left on bus and return them to school secretary
9. Maintain a positive image of the district through professional appearance, communication and attitude.
10. Performs other duties that may be within the scope of his/her employment as may be assigned by the Superintendent or designee under the authority of the Board of Education.

**TERMS OF EMPLOYMENT:**

Salary and work year to be determined by the Board of Education. Consistent with the terms established by the Agreement between the 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 the provisions of the board's policy on evaluation of noncertified personnel.

**APPROVED:** January 1987  
**PROPOSED:** December 13, 2016  
**REVISED:** December 20, 2016

## LEGAL REFERENCES:

NJSA 18A:6-7.1 *et seq.* Criminal history record  
NJSA 18A:6-8.3 Suspension of employees  
NJSA 18A:16.1 Officers and employees in general  
NJSA 18A:16.2 Physical examinations; requirement  
NJSA 18A:39-19.2 Training of transportation personnel  
NJSA 10:5-1 *et seq.* Law Against Discrimination  
NJSA 34:5A-1 *et seq.* Worker and Community Right to Know Act  
NJSA 34:7.1 *et seq.* Black Seal Fireman's License  
NJAC 6A:26-12.1 *et seq.* Facilities Maintenance Requirements  
NJAC 6A:26-16.1 Certified educational facilities manager  
NJAC 6A:26-2 Long range facilities plan  
NJAC 6A:27-11.1 *et seq.* Bus emergency procedures and drills  
NJAC 6A:32-6 Requirements of physical examinations  
29 CFR 1901.1 *et seq.* Blood borne pathogens  
8 USCA 1100 *et seq.* Immigration Reform and Control Act of 1986