



South Bound Brook Board of Education  
May 22, 2018

- b. The matters discussed will not be made public.
- c. Length of meeting thought to be approximately 15 minutes.
- d. Action will be taken upon return to Open Session.

MOTION: Mrs. Santora      SECOND: Mrs. Conner      VOTE: 4-0

RETURN TO OPEN SESSION (TIME: 8:06 PM)

Motion to return to Open Session.

MOTION: Mrs. Santora      SECOND: Mrs. Conner      VOTE: 4-0

RECOGNITION OF PUBLIC

Mrs. K. Conner and Mrs. B. Brown were also present for the meeting. Mrs. K. Conner had questions regarding consent item "c" as well as the following action items l, n, o, p, q, v, z, ab.

SUPERINTENDENT'S REPORT

Dr. Goeke shared the following with the board:

- NJ Wellness Week and that she has contributed gift certificates for candidates who submit the most point.
- Leadership Day, which is on Friday 5/25/18. The highlight of the event will be the presentation being done by Mr. Cullinane and Ms. McGrath.
- There will be a flyer going home for students regarding summer reading.
- With regards to Kindergarten recess, it was explained to the board that everyone who supervises recess is sub certified and lunch aides operate under the principals certification.
- The Spring concert is on Thursday, May 24, 2018.
- The Junior Town Council meeting was a great success with 28 positions being available for students.
- The QSAC waiver, using the new QSAC requirements has been submitted and is awaiting NJDOE approval.

CORRESPONDENCE

- a. Letter from DonorsChoose.org.

CONSENT ITEMS A – G

- a. APPROVAL OF BILLS LIST – MAY 2018  
Motion to approve bills listing for May 2018 in the amount of \$ 604,461.40; includes May 15, 2018 payroll.
- b. APPROVAL OF APRIL 2018 NON-CHECK  
Approval of the following posting of April 2018 non-check: # N0671 in the amount of \$35.00 for analysis fee from General Account.
- c. TRANSFERS WITHIN THE 2017-2018 SCHOOL BUDGET  
Motion to approve the following transfers, made to avoid over expenditure of accounts:

From		To		Amount
11-190-100-640	Textbooks	11-190-100-500	Other Purchased Prof Services	\$ 7,500.00
11-190-100-640	Textbooks	11-190-100-800	Other Objects	\$ 4,000.00

- d. BOARD SECRETARY'S REPORT

Motion to approve Board Secretary's Reports dated April 30, 2018 indicating a cash balance of \$ 4,428,894.25.

South Bound Brook Board of Education  
May 22, 2018

e. TREASURER'S (CONSULTANT) REPORT

Motion to approve Treasurer's Report dated April 30, 2018 indicating a cash balance of \$ 4,428,894.25.

f. APPROVAL OF CAFETERIA BILLS

Motion to approve bills for payment from the cafeteria account:

PAYMENT TO	DESCRIPTION	AMOUNT
Pomptonian	Reimbursement 846 042718	\$ 6,438.04
Pomptonian	Reimbursement 846 050418	\$ 3,290.03
Pomptonian	Reimbursement 846 051118	\$ 7,870.97
Bella Roma	Pizza Day – June 2018	\$ 372.00
Jay-Hill Repairs	Ice Machine Maintenance	\$ 785.50

g. APPROVAL OF MAY 2018 NON-CHECKS

Approval of the following posting of May 2018 non-check: # N0675 in the amount of \$1,900.00 to represent the withholding of State Aid for Educational Services provided by the NJ Commission for the Blind and Visually Impaired.

Motion to approve the above consent items a-g.

MOTION: Mrs. Santora      SECOND: Mrs. Conner

ROLL CALL

VOTE: 4-0

ACTION ITEMS A – AC

a. ACCEPTANCE OF DONORSCHOOSE.ORG FUNDING

Motion to accept five Philips Voice Tracer, voice recorders for the classroom project "Reading Robots" through DonorsChoose.org, at no cost to the board.

b. MOTION FOR APPROVAL TO ATTEND WORKSHOPS AND PROFESSIONAL DEVELOPMENT

Motion to approve the attendance of the following to attend workshops and to receive reimbursement for incurred expenses:

NAME	DATE	COST	DESCRIPTION
L. Goeke	6/5/18	25.00	Educator of the Year Breakfast Ceremony
D. Sills	8/21/18 – 8/22/18 10/17/18,01/16/19 & 3/27/19	3,750.00	Pre-K Tools of the Mind Core Curriculum Training (includes workshops, onsite Tech Assistance, webinars and teacher manuals)
A. Trudeau-Smith	6/5/18	25.00	Educator of the Year Breakfast Ceremony
K. Hnasko	10/26/18	\$180.00	51 <sup>st</sup> Annual Conference on Reading and Writing
K. Kubala	10/26/18	\$180.00	51 <sup>st</sup> Annual Conference on Reading and Writing

APPROPRIATION LINES 11-000-230-580 and 11-000-250-320, 20-251-100-610,  
20-251-200-300, 11-000-217-320

South Bound Brook Board of Education  
May 22, 2018

c. GRANTING OF NOTICE OF REAPPOINTMENT TO TENURED PROFESSIONAL STAFF  
(SEPTEMBER 1, 2018 - JUNE 30, 2019):

Asher, Susan	Bartocci, Sherri
Brown, Brenda	Bsarany, Joseph
D'Alessandro, Debrah	DeGennaro, Salvatore
Flaccavento, Christine (2/5)	Gonzalez, Albert
Hnasko, Kelly	Kalacheva, Eugenia
Kordell, Nancy	Krier, Susan
Lober, Shannon	Marolda, George
Menkens, Karen	Parente, Christine
Parente, Frank	Riley, Nicole
Santiago, Madeline	Steeber, Marybeth
Tomaino, Kristina	Trudeau-Smith, Anna
Wanzie, Donna	Zatta, David

d. GRANTING OF NOTICE OF REAPPOINTMENT TO NON-TENURED PROFESSIONAL  
STAFF (SEPTEMBER 1, 2018 - JUNE 30, 2019) WHICH WILL RESULT IN TENURE:

Cullinane, Ryan	DeGiralamo, Emma
Kubala, Kristy	Lorenzi, Anthony
Miska, Lauren	

e. GRANTING OF NOTICE OF REAPPOINTMENT TO NON-TENURED PROFESSIONAL  
STAFF (SEPTEMBER 1, 2018 - JUNE 30, 2019):

Bisaha, Stephanie	Caputo, Christine
Conte, Daniela	Czarkowski, Jessica
El-Raheb, Josephine	Khosla, Sheetal
McGrath, Colleen	Pierard, Douglas
Sills, Deborah	Speth, Jennifer
Suarino, Samantha	Tatarka, Ryan

f. EMPLOYMENT OF CLERICAL EMPLOYEES FOR 2018-2019 SCHOOL YEAR

Motion to approve employment of clerical/secretarial staff as follows:

C. Chigi (9/1/18-6/30/19)	\$ TBD
L. DiBenedetto (7/1/18-6/30/19)	\$ TBD

g. EMPLOYMENT OF NON-TENURED CLERICAL EMPLOYEES FOR 2018-2019 SCHOOL  
YEAR

Motion to approve employment of non-tenured clerical/secretarial staff as follows:

M. Demcher (9/1/18-6/30/19)	\$ 31,114.00
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h. EMPLOYMENT OF NON-TENURED CONFIDENTIAL OFFICE STAFF FOR 2018-19

Motion to grant contract to the following non-tenured confidential office staff for the 2018-2019  
school year (July 1, 2018 through June 30, 2019):

L. Ventura	\$ 62,883.00
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i. EMPLOYMENT OF CONFIDENTIAL OFFICE STAFF FOR 2018-19

Motion to approve employment of confidential office staff for 2018-19 school year as follows:

S. Velazquez	\$ 48,627.00
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j. EMPLOYMENT OF LUNCHROOM AIDES FOR 2018-2019 SCHOOL YEAR

Motion to approve employment of lunchroom/playground aides for the 2018-19 school year as follows:

R. Baker	\$ 10.40 per hour
D. Hall	\$ 10.40 per hour
S. Hall	\$ 11.49 per hour
R. Hague	\$ 10.40 per hour
V. Medina	\$ 10.40 per hour

APPROPRIATION LINE 11-000-262-101

k. EMPLOYMENT OF CURRICULUM SUPERVISOR/INSTRUCTIONAL TECHNOLOGY COORDINATOR FOR 2018-19 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ Lisa Butynes as Curriculum Supervisor/Instructional Technology Coordinator for the 2018-2019 school year (July 1, 2018 through June 30, 2019) for an annual salary of \$ 90,925.00.

APPROPRIATION LINE 11-000-221-102

l. EMPLOYMENT OF DIRECTOR OF SPECIAL SERVICES/ LDTC FOR 2018-19 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ Dr. Elizabeth Calamito as the Director of Special Services/Learning Disabilities Teacher-Consultant, for the 2018-2019 school year July 1, 2018 through June 30, 2019 for an annual salary of \$ 106,121.00.

APPROPRIATION LINES 11-000-240-103 & 11-000-219-104

m. EMPLOYMENT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY 2018-19 SCHOOL YEAR

Motion as recommended by the superintendent to employ Vincent Caravello as the School Business Administrator/Board Secretary for the 2018-19 school year July 1, 2018 through June 30, 2019 for an annual salary of \$ 96,655.00.

n. EMPLOYMENT OF CLASSROOM AIDES FOR 2018-2019

Motion to approve salaries of instructional aides as follows (September 1, 2018 – June 30, 2019):

L. Cohen	\$ 19,445.00
C. Kallio	\$ 18,970.00
C. Kelly	\$ 19,445.00
I. Martinez	\$ 20,452.00
R. Ramdas	\$ 18,508.00
S. Romano	\$ 27,456.00
B. Scimemi	\$ 18,508.00
A. Stephens	\$ 22,000.00

APPROPRIATION LINES 11-215-100-106 & 11-212-100-106

- o. RENEWAL OF AGREEMENT WITH GENESIS EDUCATIONAL SERVICES, INC.  
FOR STUDENT INFORMATION SOFTWARE SYSTEM  
Motion to approve contract with Genesis Educational Services, Inc. for Student Information Software System at a cost of \$ 9,919.00 for July 1, 2018 through June 30, 2019. There is an annual charge of \$350 each to interface with alert system, student data Tracking, IEP program and student cafeteria accounts.

APPROPRIATION LINES 11-190-100-500 & 11-000-211-500

- p. RENEWAL OF AGREEMENT WITH GENESIS EDUCATIONAL SERVICE, INC.  
Motion to approve agreement with Genesis Education Services, Inc. for staff management services software license, including tech support for 12 months, not to exceed \$ 5,000.

APPROPRIATION LINE 11-000-230-890

- q. RENEWAL OF AGREEMENT WITH GENESIS EDUCATIONAL SERVICE, INC.  
Motion to approve agreement with Genesis Education Services, Inc. for Genesis Lesson Planner software license for the 2018-19 school year, not to exceed \$ 562.50.

APPROPRIATION LINE 11-190-100-500

- r. APPROVAL OF CLASS TRIP 2017-18  
Motion to approve the following class trips for the 2017-2018 school year, at no cost to the Board of Education:

Teacher	Date	Grade	Location
R. Tatarka	6/12	6 <sup>th</sup> Grade	The Franklin Institute

- s. FIRST READING OF POLICIES AND REGULATIONS (NEW AND REVISED)  
Motion to adopt, for first reading, the following Policies and Regulations:

P & R 1550	Equal Employment/Anti-Discrimination Practices (M) (Revised)
P 2431	Athletic Competition (M) (Revised)
R 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
P2431.8	Varsity Letters for Interscholastic Extracurricular Activities (M) (New)
P & R 5350	Student Suicide Prevention (M) (Revised)
P 5333	Student Smoking (M) (Revised)
P 5335	Passive Breath Alcohol Sensor Device (Revised)
P 8462	Reporting Potentially Missing or Abused Children (M) (Revised)
P8561	Procurement Procedures for School Nutrition Programs (New)

- t. APPROVAL OF PURCHASES FOR CAFETERIA  
Motion to approve the following item for purchase from BFA Foodservice Equipment & Supplies for the cafeteria, using fund 50, cafeteria funds:

Popcorn Popper	\$ 986.00
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South Bound Brook Board of Education  
May 22, 2018

- u. APPROVAL OF AGREEMENT WITH BOX OUT BULLYING  
Approval of agreement with Box Out Bullying to provide students with a Box Out Bullying Assembly for PreK – 4<sup>th</sup> grade students for 2018-19 school year, not to exceed \$ 1,050.00.

APPROPRIATION LINE 11-000-230-340

- v. APPROVAL OF AGREEMENT WITH FRANKLINCOVEY EDUCATIONAL SERVICES  
Motion to approve agreement with FranklinCovey Educational Services for Empowering Instruction Workshop and instruction materials for the 2018-19 school year, not to exceed \$ 5,175.00.

APPROPRIATION LINE 11-000-223-320

- w. BID AWARD FOR CUSTODIAL AND MAINTENANCE OPERATION AND MANAGEMENT SERVICES  
WHEREAS, the South Bound Brook Board of Education (“Board”) advertised for Custodial and Maintenance Operation and Management Services (“Services”); and  
WHEREAS, on May 8, 2018, the Board received bids for the Services; and  
WHEREAS, the low bidder, Temco Service Industries, Inc., submitted a bid with a combined base bid of \$741,744, representing an annual price of \$363,696 for the 2018-2019 school year and \$378,048 for the 2019-2020 school year; and  
WHEREAS, the bid submitted by Temco Service Industries, Inc. is responsive in all material respects, and it is the Board’s desire to award the Project to Temco Service Industries, Inc.  
NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Custodial and Maintenance Operation and Management Services to Temco Service Industries, Inc. in a total contract amount of \$741,744, representing an annual price of \$363,696 for the 2018-2019 school year and \$378,048 for the 2019-2020 school year.  
BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and performance bond as required in the specifications, together with an executed agreement, as prepared by the Board Attorney, within ten (10) days of the date hereof.  
BE IT FURTHER RESOLVED that the Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

APPROPRIATION LINE 11-000-262-420

- x. APPROVAL OF PAYMENT OF FINANCIAL AID FOR CLASS TRIP  
Motion to approve payment for 8<sup>th</sup> grade class trip to Washington DC. Additional funds are needed for student financial aid and minimum requirement, not to exceed \$ 1,711.00.

APPROPRIATION LINES 11-000-230-890 & 11-190-100-610

- y. TUITION FOR OUT-OF-DISTRICT PLACEMENTS FOR 2017-18  
A motion is necessary for inclusion in the minutes to accept the following costs for out-of-district placements for the 2017-18 school year (May 11, 2018 through June 30, 2018):

<u>ID #</u>	<u>DESTINATION</u>	<u>COST</u>
	Bonnie Brae (tuition)	\$ 5,040.00
	Bonnie Brae (Classroom Facilitator Services)	\$ 1,680.00

South Bound Brook Board of Education  
May 22, 2018

APPROPRIATION LINE 11-000-100-566

- z. RENEWAL OF CONTRACT WITH STRAUSS ESMAY FOR 2018-19 SCHOOL YEAR  
Motion to approve renewal of contract with Strauss Esmay, school policy consultants, for the 2018-19 school year at an annual cost of \$ 4,730.00.

APPROPRIATION LINE 11-000-230-339

- aa. RESOLUTION AUTHORIZING THE DISTRICT TO ENTER INTO A COOPERATIVE PRICING AGREEMENT  
Whereas N.J.S.A. 40A:11-11 (5) authorizes contracting units to enter into a Cooperative Pricing Agreements and  
WHEREAS the Educational Services Commission of Morris County, hereinafter referred to as the "Lead Agency", has offered voluntary participation in a Cooperative Pricing System known as the "Educational Cooperative Pricing System" for the purchase of work, materials and supplies; and  
WHEREAS, the South Bound Brook School District within the County of Somerset New Jersey, desires to participate in the Educational Cooperative Pricing System.  
The licensing and maintenance fee for the 2018-2019 school year not to exceed \$1,510.00.

APPROPRIATION LINE 11-000-230-339-000

- ab. APPROVAL OF AGREEMENT FOR LANSCAPING SERVICES  
Motion to approve agreement with Lincoln Landscaping, Inc. to provide landscaping materials and services per proposal, using Educational Data Bid pricing, cost not to exceed \$14,789.00.

APPROPRIATION LINE 11-000-262-420

- ac. EMPLOYMENT OF TECHNOLOGY COORDINATOR FOR 2018-19 SCHOOL YEAR  
Motion, as recommended by the superintendent, to employ Leonard Libitz as Technology Coordinator effective July 1, 2018 until June 30, 2019 for an annual salary of \$ 90,000.00.

APPROPRIATION LINE 11-000-222-101

Approval of above action items a - ac .

MOTION: Mrs. Conner                      SECOND: Mrs. Santora                      ROLL CALL  
VOTE: 4-0

COMMITTEE REPORTS

A Negotiations Committee meeting was held on May 14, 2018 and the next one is scheduled for July 23, 2018.

Mrs. Conner reported that there was a bomb threat in Bound Brook Community Middle School on May 22, 2018.

OLD BUSINESS

Mr. Caravello shared the following with the board:

- RFP will be starting the emergency lighting system project and internet cabling project on Thursday, May 24, 2018.
- Food Service Management bids were received and are currently in attorney review.



South Bound Brook Board of Education  
May 22, 2018

- HVAC Bids which include AC/Heat in Gym/Multipurpose Room and 6 classrooms were received.

#### NEW BUSINESS

Mr. Caravello shared Information about the Critical Response Group by the Somerset County Prosecutors office.

Dr. Goeke discussed the police officers having lunch with students, Bite With A Buddy program .

Mrs. Lih-Thiessen discussed the Board members supporting the Tricky Tray event, scheduled for June 8, 2018 by contributing a gift.

#### RECOGNITION OF PUBLIC

Mrs. K. Conner asked about the other board committees and if and when they meet.

#### ADJOURNMENT TO EXECUTIVE SESSION (TIME: 8:51 PM)

RESOLVED by the South Bound Brook Board of Education as per Chapter 231, P.L. 1975:

- a. That it is hereby determined that it is necessary to meet in Executive Session on May 22, 2018 to discuss:
  - Student Matter
- b. The matters discussed will not be made public.
- c. Length of meeting thought to be approximately 15 minutes.
- d. Action will be taken upon return to Open Session.

MOTION: Mrs. Conner      SECOND: Mrs. Santora      VOTE: 4-0

#### RETURN TO OPEN SESSION (TIME: 9:31 PM)

Motion to return to Open Session.

MOTION: Mrs. Conner      SECOND: Mrs. Santora      VOTE: 4-0

#### ACTION ITEM AD

ad. ACCEPTANCE OF HIB INCIDENT REPORT

Motion to accept May 22, 2018 Harassment, Intimidation and Bullying (HIB) Incident Report.

Motion to approve the above action item ad.

MOTION: Mrs. Santora      SECOND: Mrs. Conner      ROLL CALL  
VOTE: 4-0

#### ADJOURNMENT (TIME: 9:32 PM)

MOTION: Mrs. Conner      SECOND: Mrs. Santora      VOTE: 4-0

Respectfully Submitted,

Vincent J. Caravello  
School Business Administrator/Board Secretary