

SOUTH BOUND BROOK BOARD OF EDUCATION
Regular Meeting
September 5, 2018

CALL TO ORDER

The Regular meeting was called to order by board president Allison Lih-Thiessen at 7:36 PM with the Pledge of Allegiance, followed by this opening statement:

STATEMENT RE: SUNSHINE LAW

This meeting has been advertised in the Courier-News, at least 48 hours prior to the meeting and has been posted in conspicuous locations including the borough hall and school buildings. This complies with state law governing meetings of school boards and other organizations.

ROLL CALL

Mr. Brown, Mrs. Conner, Mrs. Esposito, Mrs. Lih-Thiessen and Ms. Lima.

Also present: Dr. Lorise Goeke, Superintendent/Principal and Mr. Vincent J. Caravello, Business Administrator/Board Secretary.

APPROVAL OF AGENDA

Motion to approve agenda as distributed to board members.

MOTION: Mrs. Conner SECOND: Mr. Brown VOTE: 5-0

APPROVAL OF MINUTES – JUNE 13, 2018 and August 22, 2018

a. Motion to approve first closed session minutes of June 13, 2018, Regular Meeting.

MOTION: Mrs. Conner SECOND: Mr. Brown VOTE: 5-0

b. Motion to approve second closed session minutes of June 13, 2018, Regular Meeting.

MOTION: Mrs. Conner SECOND: Mr. Brown VOTE: 5-0

c. Motion to approve minutes of August 22, 2018, Regular Meeting.

MOTION: Mrs. Conner SECOND: Mrs. Esposito VOTE: 5-0

d. Motion to approve first closed session minutes of August 22, 2018, Regular Meeting.

MOTION: Mrs. Conner SECOND: Mrs. Esposito VOTE: 5-0

e. Motion to approve second closed session minutes of August 22, 2018, Regular Meeting.

MOTION: Mrs. Conner SECOND: Mrs. Esposito VOTE: 5-0

RECOGNITION OF PUBLIC

Mrs. K Conner was in attendance and had questions regarding action items “e, g and j”

SUPERINTENDENT’S REPORT

Dr. Goeke introduced Chief Titus and the Critical Response Group who presented to the board on the Macro Collaborative Response Graphic and the GeoRelevant Integrated Floor Plans, which is

South Bound Brook Board of Education
September 5, 2018

recommended by the Somerset County's Prosecutor's Office. There would be costs related to creating/updating building maps annually as well as a shared cost for the server.

Dr. Goeke thanked Donald Kazar for providing the administrator sponsored back to school staff breakfast.

Dr. Goeke reported that teachers returned on September 4, 2018 and attended a useful FanklinCovey training.

Dr. Goeke spoke to the board about the PTO's request to paint the bathrooms with inspirational quotes for students. The board advised that first painting the MPR and Library would be priority.

CORRESPONDENCE

CONSENT ITEMS - NONE

ACTION ITEMS A - J

a. 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
A. Giraldo	9/24/18 – 9/26/18	\$ 949.00	Danielson September Institute 2018

APPROPRIATION LINES 11-000-223-320, 11-000-223-580, 11-00-219-320, 11-000-219-580

b. RENEWAL OF MEMBERSHIP FOR NCTE

Motion to approve renewal of 2018-19 National Council of Teachers of English membership for Lorise Goeke, not to exceed \$45.00.

APPROPRIATION LINE 11-000-240-890

c. EMPLOYMENT OF ERIC WELCH FOR 2018-19 SCHOOL YEAR

Motion, as recommended by the Superintendent, to employ Eric Welch as Classroom Paraprofessional for the 2018-2019 school year (September 1, 2018 through June 30, 2019) on Step 6 plus 60 for Paraprofessionals on the salary guide at \$ 19,444.80.

APPROPRIATION LINE 11-212-100-106

d. MOTION TO APPROVE BOARD OF EDUCATION AND ADMINISTRATION ATTENDANCE AT NJSBA WORKSHOP 2018

Motion to approve the attendance of the South Bound Brook Board of Education, as well as Superintendent/Principal Dr. Lorise Goeke and Business Administrator Vincent Caravello, at the NJSBA Workshop 2018. Workshop is scheduled for October 22 through October 25, 2018 for a total registration cost of \$1,500.00. Lodging to be at convention-affiliated hotel at \$100 (maximum) per night. Total actual number of lodging nights yet to be determined. Travel and meal reimbursement to adhere to current travel legislation.

APPROPRIATION LINES 11-000-230-320, 11-000-230-580 & 11-000-251-580

e. APPROVAL OF NJASBO TRAINING SUBSCRIPTION 2018-19

Motion, per recommendation of the superintendent, to approve the NJASBO training Subscription, cost not to exceed \$ 900.00. The following employees are to attend workshops and to receive reimbursement for incurred expenses:

NAME	DATE	DESCRIPTION
V. Caravello	10/30/18	ESSA and Submission of Audsum
V. Caravello	11/27/18	Student Residency and Homeless Issues Faced by the Business Office
V. Caravello	12/4/18	Capital Projects from Start to Finish and How They are Financed
V. Caravello	2/7/19	Pension Review and Update
V. Caravello	3/19/19	Purchasing
S. Velazquez	12/6/18	Capital Projects from Start to Finish and How They are Financed
L. Ventura	2/5/19	Pension Review and Update
S. Velazquez	5/9/19	Administrative Assistant Program
L. Ventura	5/9/19	Administrative Assistant Program

APPROPRIATION LINES 11-000-251-580, 11-000-223-580

f. SECOND READING OF POLICIES AND REGULATIONS (NEW AND REVISED)

Motion to adopt, for second reading, the following Policies and Regulations:

- P & R 1613 Disclosure and review of Applicant's Employment History (M) (New)
- P 5512 Harassment, Intimidation, and Bullying (HIB) (M) (Revised)
- R 5512 Harassment, Intimidation, or Bullying Investigation Procedure (M) (Abolished)
- P & R 5561 Use of Physical restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)

g. APPROVAL OF CHANGE ORDER FOR HVAC REPLACEMENT PROJECT

Motion to approve the change order from Direct Digital Controls for the HVAC Replacement Project to accommodate design/build modifications needed per recommendation from the district's architect. Change order not to exceed \$15,225.00.

APPROPRIATION LINE 30-000-400-450

h. APPROVAL OF PTO DONATION/REIMBURSEMENT OF STUDENT MATERIALS

Motion to approve the PTO's donation/reimbursement of Classroom Chromebooks, Google Management Licenses and charging cart for a first grade classroom. The total amount of the PTO's donation is \$ 7,594.93.

i. EMPLOYMENT OF MARIANA MARIN AS CHILD STUDY TEAM SECRETARY FOR 2018-2019 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ Mariana Marin as Child Study Team Secretary for the 2018-2019 school year (September 1, 2018 through June 30, 2019) for an annual salary of \$ 47,000.00 (start date October 1, 2018, salary will be prorated).

South Bound Brook Board of Education
September 5, 2018

APPROPRIATION LINE 11-000-219-105

j. APPROVAL OF STUDENT CHROMEBOOK PURCHASE

Motion to approve, as recommended by the superintendent to purchase student HP Chromebooks and Google Chrome Management from CDW Government, Inc. Cost not to exceed \$ 49,000.00.

APPROPRIATION LINE 12-000400-731

Approval of above action items a – j.

MOTION: Mr. Brown

SECOND: Mrs. Conner

ROLL CALL

VOTE: 5-0

COMMITTEE REPORTS

Mr. Caravello would like to set up a Facilities Committee meeting.

Mrs. C. Conner shared with the board that Bound Brook is rolling out a new lunch menu.

OLD BUSINESS

Mr. Caravello shared the HVAC Replacement Project punch list with the board. He also reported that some older HVAC Units are showing signs of wear and tear.

NEW BUSINESS

Mr. Caravello reported that there was a need for mold remediation in two rooms. He has requested a proposal for the entire school building to be tested.

Mrs. Caravello shared with the board that the Department of Treasury will be conducting a Public Contracts/Contracted Services Audit in September 2018.

RECOGNITION OF PUBLIC - NONE

ADJOURNMENT TO EXECUTIVE SESSION (TIME: 8:45 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 September 5, 2018 to discuss:
 - Superintendent's Evaluation
 - Attainment of Superintendent's merit goals 2017-18
- b. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.
- c. Length of meeting thought to be approximately 20 minutes.
- d. Action will be taken upon return to Open Session.

MOTION: Mrs. Conner

SECOND: Mrs. Esposito

ROLL CALL

VOTE: 5-0

RETURN TO OPEN SESSION (TIME: 9:50 PM)

Motion to return to Open Session.

MOTION: Mrs. Esposito

SECOND: Mrs. Conner

VOTE: 5-0

South Bound Brook Board of Education
September 5, 2018

ACTION ITEM K

k. APPROVAL OF ATTAINMENT OF SUPERINTENDENT’S MERIT GOALS AND
PAYMENT FOR 2017-2018

Motion to approve the attainment of Superintendent’s merit goals and payment of
\$ 15,660.00, upon approval of the Executive County Superintendent, to
Superintendent/Principal Dr. Lorise Goeke as merit pay for the 2017-2018 school year.

Approval of above action item k.

MOTION: Mr. Brown

SECOND: Mrs. Conner

ROLL CALL
VOTE: 5-0

ADJOURNMENT (TIME:9:55 PM)

MOTION: Mrs. Conner

SECOND: Mr. Brown

VOTE: 5-0

Respectfully submitted,

Vincent J. Caravello
School Business Administrator/Board Secretary