

SOUTH BOUND BROOK BOARD OF EDUCATION
Regular Meeting
November 7, 2018

CALL TO ORDER

The Regular meeting was called to order by board president Allison Lih-Thiessen at 7:34 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

Mrs. Conner, Mr. Brown, Mrs. Lih-Thiessen, Mrs. Pena, Mrs. Santora and Mrs. Esposito (arrived at 7:40 PM).

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. Santora SECOND: Mr. Brown VOTE: 5-0

APPROVAL OF MINUTES – October 17, 2018

a. Motion to approve minutes of October 17, 2018, Regular Meeting.

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

b. Motion to approve closed session minutes of October 17, 2018, Regular Meeting.

MOTION: Mrs. Conner SECOND: Mr. Brown VOTE: 4-0

RECOGNITION OF PUBLIC

Mrs. D. Conte, Ms. S. Bisaha, Mrs. K. Conner, Mrs. S. Hanlon and Mrs. B. Konkle were also present for the meeting.

Mrs. K. Conner had questions regarding a few action items and the Superintendent's 2018-19 Merit Goals.

Mrs. B. Konkle, requested that the SBB Fire Department be able to send their annual Candy Cane Run 2018 flyer home to RMS students.

SUPERINTENDENT'S REPORT

Dr. Goeke shared with the board that Mr. Caravello, Ms. Giraldo and herself attended the Annual Safety & Law Enforcement Conference. Chief Titus was also in attendance. Dr. Goeke stated that she is thankful for the great rapport that the district has with the police department.

Dr. Goeke discussed the NJSBA Workshop 2018 and attending several great presentations and learning about many innovative ideas. There was especially a lot of presentations on the conference floor surrounding STEM Labs.

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Dr. Goeke reported to the board that staff members participated in TLIM Empowering Instruction workshop on November 6, 2018.

Dr. Goeke thanked Mrs. Hanlon for the Scholastic Book Fair funding that was given towards RMS students' summer reading.

Dr. Goeke had her first Quilt of Valor meeting with students, with anticipation of finishing a quilt by May 2019.

Dr. Goeke informed the board that there are new QSAC Requirements from the NJDOE.

CORRESPONDENCE

- a. Letter of intent to retire from Emma DeGiralamo, Speech Therapist.
- b. Letter of resignation from Marie Hoffman, School Psychologist Leave Replacement.

CONSENT ITEMS A – D

- a. APPROVAL OF BILLS LIST – November 2018
Motion to approve bills listing for November 2018 in the amount of \$ 243,401.39; excludes November, 2018 payrolls.
- b. BOARD SECRETARY'S REPORT
Motion to approve Board Secretary's Reports dated September 30, 2018 indicating a cash balance of \$ 4,738,563.27.
- c. TREASURER'S (CONSULTANT) REPORT
Motion to approve Treasurer's Report dated September 30, 2018 indicating a cash balance of \$ 4,738,563.27.
- d. APPROVAL OF CAFETERIA BILLS
Motion to approve bills for payment from the cafeteria account:

PAYMENT TO	DESCRIPTION	AMOUNT
Pomptonian	Reimbursement 846 101218	\$ 1,759.07
Pomptonian	Reimbursement 846 101918	\$ 7,514.81
Pomptonian	Reimbursement 846 102618	\$ 1,932.01
Bella Roma	Pizza Day – December 2018	\$ 372.00
PaySchools	Register Replacement Keys	\$ 25.00

Motion to approve the above consent items a - d.

MOTION: Mrs. Conner

SECOND: Mr. Brown

ROLL CALL
VOTE: 6-0

ACTION ITEMS A – P

- 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
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S. Bisaha	12/12/18	\$ 259.00	Make Best Use Of Personalized Learning
V. Caravello	12/6/18	\$ 125.00	Local Public Procurement – 2018
N. Kordell	2/25/19 - 2/26/19	\$419.00	New Jersey Conference For Kindergarten Teacher
D. Zatta	2/25/19 – 2/26/19	\$ 419.00	New Jersey Conference For Kindergarten Teachers

APPROPRIATION LINES 11-000-223-320, 11-000-223-580, 11-00-230-890, 11-000-251-580

b. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN AND M-1

WHEREAS, the Department of Education requires New Jersey school districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the South Bound Brook School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the South Bound Brook School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 for the South Bound Brook School District in compliance with Department of Education.

c. APPROVAL OF SUBSTITUTE TEACHERS FOR THE 2018-2019 SCHOOL YEAR

Motion to approve the following substitute teachers for the 2018-2019 school year (September 1, 2018 through June 30, 2019):

Drake, Tessa (new)
Felix, Karina (new)
Chiarello, Gina (new)
Clarke, Pauline
Cadra, Rachael

Rates to be paid per agreement with EDUStaff.

APPROPRIATION LINE 11-130-100-101-001

d. APPROVAL OF 2018-19 MEMBERSHIP FOR NJASBO

Motion to approve NJASBO membership for 2018-19 school year for Vincent Caravello, School Business Administrator/Board Secretary, not to exceed \$ 966.55.

APPROPRIATION LINE 11-000-251-890

e. APPROVAL OF ATTENDANCE CALLING STIPEND FOR 2018-19

Motion to approve the following appointment for attendance calling for 2018-19 school year:

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Name	Amount
C. Chigi	\$ 1,800.00

APPROPRIATION LINE

f. APPROVAL OF PAYMENT TO PARAPROFESSIONALS PROVIDING SUBSTITUTE TEACHER COVERAGE

Motion to approve, per recommendation of the Superintendent, the supplemental payment to paraprofessionals providing substitute teacher coverage as needed at the rate of \$5.00 per hour.

g. ACCEPTANCE OF RETIREMENT OF EMMA DEGIRALAMO

Motion to accept, with regret, the retirement of Emma DeGiralamo, Speech Therapist, effective June 30, 2019.

h. MOTION TO APPROVE CONTRACT WITH PRINCETON HEALTHCARE SYSTEM, 2018-19 SCHOOL YEAR

Motion to approve contract with Princeton HealthCare System to provide onsite educational services, at \$65.00 per hour for a hospitalized student, not to exceed \$ 4,550.00.

APPROPRIATION LINE 11-000-270-514

i. ACCEPTANCE OF RESIGNATION OF MARIE HOFFMAN

Motion to accept, with regret, the resignation of Marie Hoffman, School Psychologist Leave Replacement, effective December 31, 2018.

j. RENEWAL OF COMPANION SOFTWARE SUBSCRIPTION

Motion to renew COMPanion Software Subscription for Alexandria License (November 20, 2018 through November 19, 2019); cost not to exceed \$699.00.

APPROPRIATION LINE 11-000-100-500

k. APPROVAL OF CLASS TRIPS 2018-19

Motion to approve the following class trips for the 2018-2019 school year, at no cost to the Board of Education:

Teacher	Date	Grade	Location
Marolda	5/22/19	7 th Grade	Medieval Times
Bisaha/McGrath	5/24/19	6 th Grade	The Franklin Institute

l. APPROVAL OF CREATION OF EMPLOYEE DONATED SICK LEAVE BANK

Motion to approve the creation of the Employee Donated Sick Leave Bank, where employees may participate in a sick leave bank which will be administered by a committee that shall consist of three board members, selected by the board and three SBBEA members, selected by the association.

m. ESTABLISHMENT OF COMMITTEE AND APPOINTMENT

RESOLVED, that the South Bound Brook Board of Education, in the County of Somerset, New Jersey, establishes the Employee Donated Sick Bank Committee for the 2018 calendar year

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BE IT FURTHER RESOLVED that the Board President shall appoint the following board members to serve on the approved committee:

Nancy Santora, Chair

Constance Conner

Janet Esposito

n. APPROVAL OF SMOOTHWALL LICENSING AGREEMENT

Motion to approve licensing agreement with Smoothwall for RADAR licensing for the 2018-19 school year, cost not to exceed \$ 2,526.00.

APPROPRIATION LINE 11-000-100-500

o. APPROVAL OF REVISED SALARY FOR 2018-19 SCHOOL YEAR

Approval of the revised salary for Mary Caputo, School Nurse for the 2018-19 school year. The revision reflects movement on the guide. Mrs. Caputo will be moved from Step 20, MA (\$ 87,345.00) to Step 20 MA + 30 (\$ 89,845.00) due to receipt of required transcript, salary increase effective September 1, 2018.

p. FIRST READING OF REGULATION (REVISED)

Motion to adopt, for first reading, the following Regulation:

R5200 Attendance (M) (Revised)

Approval of above action items a – p.

MOTION: Mr. Santora

SECOND: Mrs. Esposito

ROLL CALL
VOTE: 6-0

COMMITTEE REPORTS

Mr. Brown and Mr. Caravello gave a facilities committee update regarding future projects.

OLD BUSINESS

The Board Goals will be presented for approval at the next scheduled board meeting.

NEW BUSINESS

Mr. Caravello discussed the security upgrades.

RECOGNITION OF PUBLIC

Mr. K. Conner asked about the cost of the proposed security camera upgrades.

Mrs. Konkle discussed the PTO's interest in implementing a junior robotics club at RMS.

Mrs. Hanlon stated that the Scholastic Book Fair will start on Monday, November 12, 2018. She shared that the 2018-19 book fair is one of the largest fundraisers for the school.

ADJOURNMENT TO EXECUTIVE SESSION (TIME: 8:20 PM)

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

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- a. That it is hereby determined that it is necessary to meet in Executive Session on November 7, 2018 to discuss:
 - Student Matters
- 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 may be taken upon return to Open Session.

MOTION: Mrs. Conner	SECOND: Mr. Brown	ROLL CALL VOTE: 6-0
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RETURN TO OPEN SESSION (TIME: 8:52 PM)

Motion to return to Open Session.

MOTION: Mrs. Conner	SECOND: Mr. Brown	VOTE: 6-0
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ACTION ITEM Q

- q. ACCEPTANCE OF HIB INCIDENT REPORT
Motion to accept November 7, 2018 Harassment, Intimidation and Bullying (HIB) Incident Report.

Approval of above action item q.

MOTION: Mrs. Esposito	SECOND: Mrs. Santora	ROLL CALL VOTE: 6-0
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ADJOURNMENT (TIME: 8:54 PM)

MOTION: Mrs. Conner	SECOND: Mr. Brown	VOTE: 6-0
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Respectfully submitted,

Vincent J. Caravello
School Business Administrator/Board Secretary