

SOUTH BOUND BROOK BOARD OF EDUCATION
Regular Meeting
December 12, 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

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

Also present: Dr. Lorise Goeke, Superintendent/Principal, Mr. Vincent J. Caravello, Business Administrator/Board Secretary and Ms. Andrea Giraldo, Director of CST.

APPROVAL OF AGENDA

Motion to approve agenda as distributed to board members.

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

APPROVAL OF MINUTES – November 7, 2018

a. Motion to approve minutes of November 7, 2018, Regular Meeting.

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

b. Motion to approve closed session minutes of November 7, 2018, Regular Meeting.

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

RECOGNITION OF PUBLIC

Mr. Cullinane and Mr. Cilente were present at the meeting. Mrs. K. Conner, Mrs. Barbiero, Ms. V. Barbiero, Mrs. Vargas, Mrs. Hanlon, Mr. and Mrs. Avinosa were also present at the meeting.

Victoria Barbiero read her letter addressed to the board and discussed her time at the Robert Morris School.

PRESENTATION

Mr. Eric Zimmerman from Suplee, Clooney & Co. presented on the FY18 Audit.

SUPERINTENDENT'S REPORT

Dr. Goeke shared the following with the board:

- Leadership Day was a great success and everyone collaborated well together. A lot of insightful knowledge and activities were shared by the students
- She attended the Christmas Tree Lighting and it was a very nice event
- The Discretionary Grants have been postponed due to the nature of the grant and the potential distribution of funds.
- A video of RMS students working on the Quilt of Valor.

South Bound Brook Board of Education
December 12, 2018

CORRESPONDENCE

- a. Memorandum from Gwen Thornton, NJSBA Field Service Representative.

CONSENT ITEMS A – H

- a. APPROVAL OF NOVEMBER 2018 NON-CHECKS

Approval of the following posting of November 2018 non-checks to the General Account:

- # N0725 in the amount of \$334,200.00 for payment of principal and interest on Bonds.
- # N0726 in the amount of \$ 9,748.88 for payment of October 2018 and November substitute teacher services.

- b. APPROVAL OF BILLS LIST – DECEMBER 2018

Motion to approve bills listing for December 2018 in the amount of \$ 650,941.35; excludes December, 2018 payrolls.

- c. BOARD SECRETARY'S REPORT

Motion to approve Board Secretary's Reports dated October 31, 2018 indicating a cash balance of \$ 4,299,336.84.

- d. TREASURER'S (CONSULTANT) REPORT

Motion to approve Treasurer's Report dated October 31, 2018 indicating a cash balance of \$ 4,299,336.84.

- e. TRANSFERS WITHIN THE 2018-2019 SCHOOL BUDGET

Motion to approve the following transfers, made to avoid over expenditure of accounts:

From	To	Amount
11-190-100-640-000 TEXBOOKS	11-190-100-500-000 OTHER PURCH SERV	\$1,000.00
11-000-100-562-000 TUIT OTHER LEA SP	11-000-100-562-000 OTHER OBJECTS	\$ 15,000.00
11-000-100-562-000 TUIT OTHER LEA SP	11-190-100-500-000 OTHER PURCH SERV	\$ 15,000.00
11-212-100-320-000 PURCH SERV MD	11-000-223-320-000 INST STAFF TRAINING	\$ 5,500.00

- f. APPROVAL OF CAFETERIA BILLS

Motion to approve bills for payment from the cafeteria account:

PAYMENT TO	DESCRIPTION	AMOUNT
Pomptonian	Reimbursement 846 110218	\$ 5,519.96
Pomptonian	Reimbursement 846 110918	\$ 4,161.04
Pomptonian	Reimbursement 846 111618	\$ 3,050.07
Pomptonian	Reimbursement 846 112318	\$ 1,198.89
Pomptonian	Reimbursement 846 113018	\$ 5,560.37
Hubert Company	Cafeteria Merchandise	\$ 432.86
Pomptonian	Reimbursement 846 120718	\$ 4,016.83

- g. BOARD SECRETARY'S REPORT

Motion to approve Board Secretary's Reports dated November 30, 2018 indicating a cash balance of \$ 4,288,210.77.

- h. TREASURER'S (CONSULTANT) REPORT

Motion to approve Treasurer's Report dated November 30, 2018 indicating a cash balance of \$4,288,210.77.

Motion to approve the above consent item a-h.

MOTION: Mrs. Esposito

SECOND: Mrs. Conner

ROLL CALL

VOTE: 5-0

12. ACTION ITEMS A – V

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
L. Butynes	3/20/19	\$ 145.00	Tech Equity Conference
L. Butynes	1/31/19 – 2/1/19	\$ 450.00	TECHSPO 2019
V. Caravello	1/31/19 – 2/1/19	\$ 450.00	TECHSPO 2019
V. Caravello	1/24/19	\$150.00	The Power of Legal Information Practical Issues to Keep School Administrators Current & Compliant
R. Cilente	3/20/19	\$ 145.00	Tech Equity Conference
D. Conte	1/28/19	\$ 259.00	Increase the Reading Skills of Your Students Who Struggle the Most
R. Cullinane	2/1/19	\$ 249.00	Practical Ideas For Making Best Use Of Google Classroom
S. DeGennaro	2/1/19	\$249.00	Practical Ideas For Making Best Use Of Google Classroom
K. Hnasko	12/14/18	\$ 99.00	Anxiety ADHD and Anger in the Classroom
K. Kubala	12/14/18	\$ 99.00	Anxiety ADHD and Anger in the Classroom
L. Goeke	3/20/19	\$ 145.00	Tech Equity Conference
L. Goeke	1/24/19	\$ 150.00	The Power of Legal Information Practical Issues to Keep School Administrators Current & Compliant
L. Goeke	1/31/19 – 2/1/19	\$ 450.00	TECHSPO 2019
S. Lober	1/30/19	\$ 259.00	Guided Reading & Differentiating Using Small Groups
L. Libitz	3/20/19	\$ 145.00	Tech Equity Conference
L. Libitz	1/31/19 – 2/1/19	\$ 450.00	TECHSPO 2019
A. Lorenzi	2/26/19 - 2/27/19	\$125.00	2019 NJAHPERD Annual Convention
C. McGrath	2/1/19	\$ 249.00	Practical Ideas For Making Best Use Of Google Classroom

APPROPRIATION LINES 11-000-223-320, 11-000-223-580, 11-000-240-580, 11-000-251-580

South Bound Brook Board of Education
December 12, 2018

b. JOINT TRANSPORTATION AGREEMENT WITH BOUND BROOK FOR 2018-19 SCHOOL YEAR

Motion to approve a Joint Transportation Agreement for the 2018-2019 school year with the Bound Brook Board of Education to transport four eighth grade students to Community Middle School for Algebra1 classes, not to exceed \$ 4,236.55.

APPROPRIATION LINE 11-000-270-514

c. JOINT TRANSPORTATION AGREEMENT WITH BOUND BROOK FOR 2018-19 SCHOOL YEAR

Motion to approve a Joint Transportation Agreement for the 2018-2019 school year with the Bound Brook Board of Education to transport one student to Bound Brook High School, not to exceed \$ 4,868.84.

APPROPRIATION LINE 11-000-270-514

d. JOINT TRANSPORTATION AGREEMENT WITH BOUND BROOK FOR 2018-19 SCHOOL YEAR

Motion to approve a Joint Transportation Agreement for the 2018-2019 school year with the Bound Brook Board of Education to transport four shared time students to SCVTS, not to exceed \$ 3,960.00.

APPROPRIATION LINE 11-000-270-514

e. SECOND READING OF REGULATION (REVISED)

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

R5200 Attendance (M) (Revised)

f. EMPLOYMENT OF MARY A. RIZK AS SCHOOL PSYCHOLOGIST MATERNITY REPLACEMENT FOR THE 2018-19 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ Mary Rizk as School Psychologist Maternity Leave Replacement for the 2018-2019 school year (December 17, 2018 through June 30, 2019). Mary Rizk will be placed on Step 4, MA of the salary guide at \$ 56,460.00, salary will be prorated.

APPROPRIATION LINE 11-000-219-104

g. APPROVAL OF AGREEMENT FOR DEMOGRAPHIC STUDY

Motion to approve agreement with Sundance Associates to provide an independent study of enrollment and the impact of changing demographics and educational programs, not to exceed \$ 7,000.00

APPROPRIATION LINE 11-190-100-800

h. APPROVAL OF LEASE AGREEMENT FOR SAVIN COPIERS

Motion to approve lease agreement with Atlantic Tomorrows Office for Savin MP6503SP at \$364.51/month and SAVIN MPC4504EX \$311.13 per month for 60 months using New Jersey State Contract #A40467.

APPROPRIATION LINE 11-190-100-500

i. MOTION TO APPROVE EVALUATION FRAMEWORK FOR 2018-19 SCHOOL YEAR
Motion to approve, as recommended by the superintendent, the use of The New Jersey Principal Evaluation for Professional Learning (NJPEPL) instrument and process as an evaluation framework for the 2018-19 school year for school administrators

j. TUITION FOR OUT-OF-DISTRICT PLACEMENTS FOR 2018-2019

A motion is necessary for inclusion in the minutes to accept the following cost for out-of-district placement for the 2018-19 school year (through June 30, 2019):

1 Student - SCESC Alternative HS - (11/12/18 – 6/30/19) \$ 27,920.00

APPROPRIATION LINE 11-000-100-562

k. APPROVAL OF AMENDMENT TO DENTAL AGREEMENT

Motion to approve the Amendment to the Agreement between South Bound Brook School District and Delta Dental of New Jersey, Inc. through Brown & Brown Benefit Advisors with the following rates to be effective November 1, 2018 through June 30, 2019:

One Party	\$57.86
Two Party	111.09
Three Party	185.96

l. APPROVAL OF BOARD GOALS 2018-19

Motion to approve the following board goals as a result of the meeting held on September 26, 2018.

1. Continuing to improve student achievement and academic performance by focusing this year's efforts on Middle School mathematics, including but not limited to curriculum revision, professional development and student interventions.
2. To complete implementation of Google docs across the district.
3. To audit school facilities and revise the Long Range Facilities Plan to reflect all identified current and future needs.
4. The Board also identified a goal to complete its board self-evaluation for 2018-19.

m. APPROVAL OF AGREEMENT FOR MENTOR PROGRAM

Motion to approve agreement with New Jersey Leaders To Leaders (NJL2L) to provide Andrea Giraldo with a year-one mentoring program to support the Standard Principal Certification, cost not to exceed \$ 800.00.

APPROPRIATION LINE 11-000-219-320

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

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

Daley, Beth (new)
Roberts-Jackson, Shirleece (new)
Sharobeem, Mariana (new)
Williams, Mitzie (new)
Bornstein, Gitl (new)

South Bound Brook Board of Education
December 12, 2018

Anzer, Yasmine (new)
Kulkarni, Shreya (new)
Abdelmalak, Engy (new)
Routray, Bijayini (new)
Hoh, Francis (new)
Portales, Roxana (new)
Bent, Samantha (new)
Howard, Terry-Lee (new)
Moustafa, Shimaa (new)
Bradshaw-Newton, Sheri (new)
Luther, Jaishree (new)
Hernandez-Pelaez, Giovanna (new)
Roche, Christina
Cove, Janice
Conforti, Vito
Diana, Donna
Anderson, Maryann
Barkley, Angela
Beckles, Melody
Burns, Tara
Eckardt, Jenna
Canavan, Barbara
Hardy-Ali, Kristal
Smith, Lee

Rates to be paid per agreement with EDUStaff.

APPROPRIATION LINE 11-130-100-101-001

o. 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
Speth/Steeber/Vetick	5/31/19	2 nd Grade	VonThun Farms
Keller/Gordon	5/9/19	3 rd Grade	New Jersey State Museum

p. APPROVAL OF CONTRACT WITH VERIZON FIOS

Motion to approve a two-year contract with Verizon FIOS for 500M/500M internet service, which represents an increase in broadband. The monthly cost would be \$289.98, amount not to exceed \$ 7,100.00.

APPROPRIATION LINE 11-190-100-500

q. APPROVAL OF AGREEMENT TO PARTICIPATE IN NATIONAL COOPERATIVE CONTRACT

Approval of agreement with National Cooperative Purchasing Alliance (NCPA) to participate in the cooperative to be able to utilize national cooperative contracts as a method of procurement, at no cost to the district.

South Bound Brook Board of Education
December 12, 2018

r. APPROVAL OF AGREEMENT WITH SIMPLE K12

Motion to approve agreement with Simple K12 for Basic TLC account for all faculty and staff which includes full memberships and the group transcript report for 12 months, not to exceed \$ 3,147.00.

APPROPRIATION LINE 11-190-100-800 and 11-000-223-320

s. APPROVAL OF AGREEMENT TO PARTICIPATE IN NEW JERSEY COOPERATIVE BID MAINTENANCE PROGRAM

Approval of agreement with Educational Data Services, Inc. to participate in the New Jersey Cooperative Bid Maintenance Program for 2019-20 school year, licensing and maintenance fees not to exceed \$ 1,510.00.

APPROPRIATION LINE 11-190-100-800

t. APPROVAL OF CONTRACT WITH T-MOBILE

Motion to approve a two-year contract with T-Mobile for hotspot device and service, The device is no charge and the service cost per month will be \$ 28.70.

APPROPRIATION LINE 11-190-100-500

u. APPROVAL OF PURCHASE WITH KEYBOARD CONSULTANTS

Motion to approve the purchase and installation of Promethean ActivPanel with Activconnect from Keyboard Consultants, using the pricing according to the National Cooperative Purchasing Alliance, contract number 01-54 Promethean-Keyboard. Cost not to exceed \$ 50,454.00.

APPROPRIATION LINE 12-000-400-731

v. APPROVAL OF SUBSTITUTE TEACHER FOR THE 2018-2019 SCHOOL YEAR

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

Baker, Rosa

Rates to be paid per approval of paraprofessionals providing substitute teacher coverage as needed at the rate of \$5.00 per hour.

Approval of above action items a – v.

MOTION: Mr. Brown

SECOND: Mrs. Esposito

ROLL CALL

VOTE: 5-0

COMMITTEE REPORTS

Mr. Caravello stated that the Finance Committee met to discuss the audit.

OLD BUSINESS

Mr. Caravello reported the following to the board:

- All HVAC Controls are operational and readable.
- All HVAC units were serviced during NJEA Conference break.
- The mold report was received and all clear.
- The summer project has officially been closed out.

South Bound Brook Board of Education
December 12, 2018

- The following security camera proposals have been received:
 - 1) ProMedia for \$ 74,534.21
 - 2) RFP for \$ 96,216.00

NEW BUSINESS

The reorganization meeting is scheduled for Thursday, January 3, 2019 at 7:30 PM.

Mr. Caravello mentioned the proposed HVAC projects for the summer of 2019.

Mrs. Lih-Thiessen has been in contact with ELKS for the 8th grade trip and asked if assistance can be had for funding.

Mrs. Lih-Thiessen requested to schedule the Board's Self Evaluation with Gwen Thornton from NJSBA.

RECOGNITION OF PUBLIC

Mrs. K. Conner reported to the board the following:

- The Tree Lighting was a great success.
- There is a Hat/Glove Box in the school nurse's office for families in need of them. She requested that a notice be sent home to parents to make them aware.

Mrs. K. Conner had questions about the Board Secretary's report and also about windows being opened while heat is running in the classrooms.

Mrs. S. Hanlon shared with the board that the Scholastic Book Fair earned \$ 4,131.80.

Mrs. Avinosa and Mrs. Vargas asked about the Dyslexia program at Robert Morris School.

ADJOURNMENT TO EXECUTIVE SESSION (TIME: 8:27 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 December 12, 2018 to discuss:
 - Superintendent's Contract
- 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 15 minutes.
- d. Action will not be taken upon return to Open Session.

MOTION: Mrs. Conner

SECOND: Mrs. Brown

ROLL CALL
VOTE: 5-0

RETURN TO OPEN SESSION (TIME: 9:00 PM)

Motion to return to Open Session.

MOTION: Mrs. Conner

SECOND: Mr. Brown

VOTE: 5-0

ADJOURNMENT (TIME: 9:02 PM)

MOTION: Mrs. Conner

SECOND: Mr. Brown

VOTE: 5-0

South Bound Brook Board of Education
December 12, 2018

Respectfully submitted,

Vincent J. Caravello
School Business Administrator/Board Secretary