

SOUTH BOUND BROOK BOARD OF EDUCATION
Regular Meeting
March 6, 2019

CALL TO ORDER

The Regular meeting was called to order by board secretary Mr. Caravello 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, Mrs. Esposito, Ms. Lima and Mr. Vatalare.

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. Esposito

SECOND: Mrs. Conner

VOTE: 4-0

APPROVAL OF MINUTES – February 6, 2019

a. Motion to approve minutes of February 6, 2019 Regular Meeting.

MOTION: Mrs. Conner

SECOND: Mr. Vatalare

VOTE: 4-0

b. Motion to approve Closed Session minutes of February 6, 2019 Regular Meeting.

MOTION: Mrs. Conner

SECOND: Mr. Vatalare

VOTE: 4-0

RECOGNITION OF PUBLIC

Mrs. K. Conner, Mr. George Sundell, Mrs. S. Hanlon, Mrs. B. Konkle, Mr. R. Cullinane and Mrs. Ellis were also present for the meeting.

Mrs. K. Conner had questions regarding action items “b, f, i & n”.

Mrs. S. Hanlon had a question regarding the open windows on the second floor.

PRESENTATIONS

Mr. George Sundell from Sundance Associates presented the demographic study to the board.

SUPERINTENDENT'S REPORT

Dr. Goeke discussed the following with the board:

- The 8th grade field trip and the low enrollment of the years. Mr. Cullinane devised a survey to be sent to parents to gather options/ideas for future 8th grade trips.
- Having an opioid policy and regulation for the district.
- A Leader In Me School from China would like to come and visit RMS 5/1/19-5/3/19.

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- She was selected to discuss how The Leader In Me is incorporated in the Robert Morris School at the Global Summit in Orlando, Fl.
- The MOMO challenge and to be aware of it surfacing on Social Media outlets. There was a letter sent home to parents.
- The Title I status change effecting the district targeting certain sub-groups. The district will have to write a Comprehensive School Plan after a committee is formed.
- Instituting parent helpers for next year regarding student lineup in the morning.

CORRESPONDENCE

- a. Letter of resignation from Mr. Albert Gonzalez, Teacher dated February 14, 2019.

CONSENT ITEMS A – E

- a. APPROVAL OF BILLS LIST – FEBRUARY 2019

Motion to approve bills listing for February 2019 in the amount of \$ 1,044,570.59; includes February 2019 payrolls.

- b. BOARD SECRETARY'S REPORT

Motion to approve Board Secretary's Reports dated January 31, 2019 indicating a cash balance of \$ 4,154,150.27.

- c. TREASURER'S (CONSULTANT) REPORT

Motion to approve Treasurer's Report dated January 31, 2019 indicating a cash balance of \$ 4,154,150.27.

- *d. TRANSFERS WITHIN THE 2018-2019 SCHOOL BUDGET

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

From	To	Amount
11-000-266-100 Security Salaries	11-000-266-300 Security Purch and Prof Serv	\$ 30,000.00
11-000-266-100 Security Salaries	11-000-266-800 Security Other Objects	\$ 30,000.00
11-000-291-260 W/C Unallocated	11-000-291-241 Other Ret Unallocated	\$ 10,418.75
11-000-291-220 S/S Unallocated	11-000-291-241 Other Ret Unallocated	\$ 16,021.53
11-000-100-562 Tuit other LEA SP	10-000-100-561 Tuition Charter Schools	\$ 92,611.00
11-000-230-340 Purch Tech SVS	11-000-230-339 Other Pur Prof Serv	\$ 2,090.00
11-000-270-512 Home/School	11-000-223-320 INSTR Staff Training	\$ 7,000.00
11-000-270-513 Home/School	11-000-223-580 INSTR Staff Training Travel	\$ 3,000.00
11-000-240-600 SCH ADMIN MATLS	11-000-240-580 SCH ADMIN MISC TRVL	\$ 500.00
11-000-252-600 IT Admin Supply Materials	11-000-251-580 Business office-MISC TRVL	\$ 500.00
11-000-252-330 Purchased Prof. Service	11-000-251-420 Business Office-MISC TRVL	\$ 500.00

- e. APPROVAL OF CAFETERIA BILLS

Motion to approve bills for payment from the cafeteria account:

PAYMENT TO	DESCRIPTION	AMOUNT
Pomptonian	Reimbursement 846 020819	\$ 8,198.16
Pomptonian	Reimbursement 846 021519	\$ 2,634.76
Pomptonian	Reimbursement 846 022219	\$ 6,048.92
DiFrego's Hideout	2 nd Pizza Day – March 2019	\$ 372.00
Hubert Company	Blade Assembly – inv# 282443	\$ 31.90

Motion to approve the above consent item a-c & e.

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MOTION: Mrs. Conner

SECOND: Mr. Vatalare

ROLL CALL
VOTE: 4-0

* Consent item "d" will be tabled until the next scheduled meeting, need 5 board members for vote.

ACTION ITEMS A - S

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	7/22/19- 7/23/19	\$ 375.00	FranklinCovey Leader In Me Event – Orlando, FL
L. Butynes	3/8/19	\$ 0.00	Annual School Plan Workshop Session
V. Caravello	6/5/19- 6/7/19	\$ 275.00	NJASBO Spring Conference
V. Caravello	3/8/19	\$ 0.00	Annual School Plan Workshop Session
A. Giraldo	2/27/19	\$ 349.00	School Law Expert Panel
A. Gilraldo	5/1/19 – 5/2/19	\$ 575.00	IEP and 504 Plans: A Legal Compliance Guide
L. Goeke	7/22/19- 7/23/19	\$ 187.50	FranklinCovey Leader In Me Event – Orlando, FL
L. Libitz	2/25/19	\$ 0.00	NJSLA 2019 Mandatory District Test Coordinator and District Technology Coordinator Training
L. Libitz	3/20/19	\$ 0.00	NJCCIC Cyber Symposium
M. Rizk	4/12/19	\$ 150.00	Anti-Bullying & HIB Law Update
S. Bartocci	3/26/19 – 3/28/19	\$ 700.00	Wilson WRS Introductory Course – 4 th Edition
S. DeGennaro	3/26/19 – 3/28/19	\$ 700.00	Wilson WRS Introductory Course – 4 th Edition

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

b. APPROVAL OF PURCHASE OF TOUCHSCREEN VISITOR MANAGEMENT SYSTEM

Motion to approve the purchase of EntrySigns for the Main Office and Board of Education Office from STS Education. Cost not to exceed \$ 6,990.00.

APPROPRIATION LINE 11-000-266-800

c. SECOND READING OF POLICIES AND REGULATIONS (REVISED)

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

P 0141.1	Board Member and Term – Sending District (Revised)
P 0141.2	Board Member and Term – Receiving District (Revised)
P 2422	Health and Physical Educa5tion (M) (Revised)
P 2431.3	Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
P2610	Educational Program Evaluation (M) (Revised)

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- P 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
- P 5337 Service Animals (Revised)
- P 5756 Transgender Students (M) (Revised)
- P&R 7440 School District Security (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
- P 8860 Memorials (Revised)
- P 2415.06 Unsafe School Choice Option (M) (Revised)
- R 2460.8 Special Education – Free and Appropriated Public Education (M) (Revised)
- R 5530 Substance Abuse (M) (Revised)
- P&R 5600 Student Discipline/Code of Conduct (M) (Revised)
- P&R 5611 Removal of Students for Firearms Offenses (M) (Revised)
- P&R 5612 Assaults on District Board of Education Members or Employees (M) (Revised)
- P&R 5613 Removal of Students for assaults with Weapons Offenses (M) (Revised)
- P&R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

d. FIRST READING OF POLICY AND REGULATION (REVISED)

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

- P&R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)

e. APPROVAL OF INTERMITTENT FAMILY LEAVE OF ABSENCE FOR MARY CAPUTO

Motion to approve Mary Caputo’s request for intermittent family leave of absence to begin on January 9, 2019 tentatively returning to work on February 19, 2019.

f. ACCEPTANCE OF RESIGNATION FROM ALBERT GONZALEZ

Motion to accept, with regret the resignation of Albert Gonzalez, Teacher effective April 12, 2019.

g. MOTION TO APPROVE COORDINATED TRANSPORTATION SERVICES AGREEMENT

Motion to approve the Coordinated Transportation Services Agreement for the 2019-2020 school year with Somerset County Educational Services Commission (SCESC) for participation in coordinated transportation services.

h. ACCEPTANCE OF AUDIT REPORT

In accordance with Chapter 22A, PL1951 (NJSA 18A;23-1), within thirty days following receipt of audit (Comprehensive Annual Financial Report for the fiscal year ending June 30, 2018), the Board of Education shall, at its regularly scheduled meeting to which the public is admitted, cause with no recommendations of the auditor and no corrective action plan is required.

i. 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
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Krier/Khosla/Pierard	5/29/19	4 th Grade	NJSGC – Fort Hancock, NJ - Lenape & The Jersey Shore Program
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- j. 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):

Griffith, Natalie
Martinez, Samantha
Williams, Denise
Corron, Kylah
Coker, Iyabode
Butler, Rebekah
McEachern, Sheila
Fuller, Alayna
Hakizimana, Oliver

Rates to be paid per agreement with EDUStaff.

APPROPRIATION LINE 11-130-100-101-001

- k. APPROVAL OF SUBMISSION OF E-CERT
 Motion to approve the submission of Certification of Compliance with Federal and State Law respecting the reporting of compensation for certain employees (18A:17-14.4).

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

A motion is necessary for inclusion in the minutes to accept the following tuition costs for out-of-district placements for the 2018-19 school year (September 1, 2018 through June 30, 2019).

DESTINATION	COST
Hunterdon Preparatory School (2018-19 to be prorated)	\$ 47,124.00

APPROPRIATION LINE 11-000-562-100 & 11-000-566-100

- m. MOTION TO APPROVE AGREEMENT FOR IEP PLANNER
 Motion to approve agreement with Frontline Technologies Group, LLC for annual IEP Planner Service including support, maintenance and 504 Direct component for the 2019-20 school year, not to exceed \$ 6,874.81.

APPROPRIATION LINE 11-000-219-320

- n. APPROVAL OF PURCHASE WITH FIREFLY COMPUTERS
 Motion to approve the purchase of forty-five Dell 13" Latitude Laptop Core i5 from Firefly Computers. Cost not to exceed \$ 28,260.00.

APPROPRIATION LINE 12-000-400-731

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p. APPROVAL OF AGREEMENT WITH DIRECT FLOORING

Motion to approve the agreement with Direct Flooring to remove, supply and install new flooring in the Library/Media Center, using HSCES COOP Bid # 186 pricing. Cost not to exceed \$ 24,030.99.

q. APPROVAL OF AGREEMENT WITH LEVEL DATA, INC. FOR 2018-19 SCHOOL YEAR

Motion to approve agreement with Level Data, Inc. to provide Active Directory Student Sync services for the 2019-20 school year, amount not to exceed \$ 1,650.00.00.

APPROPRIATION LINE 11-190-100-800

r. APPROVAL OF EXTRACURRICULAR APPOINTMENTS FOR 2018-19

Motion to approve the following extracurricular appointments for the 2018-19 school year:

EXTRA CURRICULAR ACTIVITIES – 2018-2019

Name of Activity	Number of Sessions	Stipend	Staff Member
Robotics Team Advisor	As Needed	Not to Exceed \$ 2,400.00	D. Pierard

APPROPRIATION LINE 11-401-100-101 & 11-402-100-101

s. EMPLOYMENT OF LYDIA ROCA AS SPANISH TEACHER FOR THE 2018-19 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ upon completion of employment requirements Lydia Roca as Spanish Teacher for the 2018-2019 school year (April 12, 2019 through June 30, 2019). Lydia Roca will be placed on Step 11 MA + 15 of the salary guide at \$ 65,940.00. Salary will be prorated.

APPROPRIATION LINE 11-120-100-101 & 11-130-100-101

Approval of above action items a – s.

MOTION: Mrs. Conner

SECOND: Mrs. Esposito

ROLL CALL

VOTE: 4-0

COMMITTEE REPORTS

Mr. Caravello reported that the Finance Committee met before tonight's meeting. The Preliminary Budget approval is scheduled for March 20, 2019.

OLD BUSINESS

Mr. Caravello shared the following with the board:

- The new security system is 80% completed. The access control phase is underway.
- There is a bid opening for the HVAC Project scheduled for 3/15/19, the pre-bid walkthrough was held on 3/4/19.
- The architect is preparing bids and proposals for room renovations and vestibule.
- Our Audit Report is completed and has been submitted to the State with zero findings.

NEW BUSINESS

Mr. Caravello shared the following with the board:

- The New LED Lighting project cost would not exceed \$ 53,744.00 and the district would see a \$ 100,000.00 savings over 8 years.

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- The revised board meeting dates are as follows:
 - 5/1/19 – Budget Meeting (rescheduled from 5/8/19).
 - 5/15/19 – Board Meeting (rescheduled from 5/22/19).
 - 4/24/19 – Board Meeting Cancelled (4/10/19 is the only meeting in April).
- Mrs. Velazquez registered board members for their mandatory Governance Trainings.

RECOGNITION OF PUBLIC

Mrs. B. Konkle brought up dropping children off and asked what time morning duty teachers report.

Mrs. K. Conner had a question regarding the LED Lighting project.

Mrs. S. Hanlon had a question regarding the proposed opioid policy.

ADJOURNMENT TO EXECUTIVE SESSION (TIME: 8:39 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 March 6, 2019 to discuss:
 - Student Matter(s)
- 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 may be taken upon return to Open Session on student matter(s).

MOTION: Mrs. Conner

SECOND: Mr. Vatalare

ROLL CALL
VOTE: 4-0

RETURN TO OPEN SESSION (TIME: 8:52 PM)

Motion to return to Open Session.

MOTION: Mrs. Conner

SECOND: Mrs. Esposito

VOTE: 4-0

ACTION ITEM T

t. ACCEPTANCE OF HIB INCIDENT REPORT

Motion to accept March 6, 2019 Harassment, Intimidation and Bullying (HIB) Incident Report.

Approval of above action item t.

MOTION: Mrs. Esposito

SECOND: Mrs. Conner

ROLL CALL
VOTE: 4-0

ADJOURNMENT (TIME: 8:53 PM)

MOTION: Mrs. Conner

SECOND: Ms. Lima

VOTE: 4-0

Respectfully submitted,

Vincent J. Caravello
School Business Administrator/Board Secretary