

SOUTH BOUND BROOK BOARD OF EDUCATION
Regular Meeting
May 1, 2019

CALL TO ORDER

The Regular meeting was called to order by board president, Allison Lih-Thiessen at 7:31PM 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. Dabrowski, Mrs. Lih-Thiessen, Ms. Lima, Mr. Vatalare and Mrs. Esposito (arrived at 7:36PM).

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: Mrs. Dabrowski VOTE: 5-0

APPROVAL OF MINUTES – April 10, 2019

- a. Motion to approve minutes of April 10, 2019, Regular Meeting.

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

- b. Motion to approve closed session minutes of April 10,2019, Regular Meeting.

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

RECOGNITION OF PUBLIC

Mrs. K. Conner, Mrs. S. Hanlon and Mrs. B. Konkle were also present for the meeting. Mrs. K. Conner had questions regarding action items “q & t” and consent item “d”.

Mrs. S. Hanlon shared with board that the girl scouts will be having a rose sale.

SUPERINTENDENT'S REPORT

Dr. Goeke discussed regionalization and will provide a presentation at the next scheduled meeting.

The Junior Town Council meeting is scheduled for May 14, 2019 and she thanked Mayor Schoffner.

Dr. Goeke gave a presentation on the Wingman Program.

There will be a Memorial Day event at the school on May 24, 2019, coordinated by Mrs. S. Krier and Mr. F. Parente.

CONSENT ITEM A – D

- a. APPROVAL OF BILLS LIST – MAY 2019

Motion to approve bills listing for May 2019 in the amount of \$ 279,627.66; excludes

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May 2019 payroll.

b. BOARD SECRETARY’S REPORT

Motion to approve Board Secretary’s Reports dated March 31, 2019 indicating a cash balance of \$ 3,916,817.41.

c. TREASURER’S (CONSULTANT) REPORT

Motion to approve Treasurer’s Report dated March 31, 2019 indicating a cash balance of \$ 3,916,817.41.

d. APPROVAL OF CAFETERIA BILLS

Motion to approve bills for payment from the cafeteria account:

PAYMENT TO	DESCRIPTION	AMOUNT
Pomptonian	Reimbursement 846 040519	\$ 8,378.16
Pomptonian	Reimbursement 846 041219	\$ 1,476.57
Pomptonian	Reimbursement 846 041919	\$ 6,095.59
Pomptonian	Reimbursement 846 042619	\$ 1,985.15

Motion to approve the above consent items a - d.

MOTION: Mrs. Conner

SECOND: Mrs. Dabrowski

ROLL CALL

VOTE: 6-0

PRESENTATION OF 2019-2020 SCHOOL BUDGET

Mr. Caravello presented the 2019-2020 school budget.

ACTION ITEMS A – T

a. APPROVAL OF FINAL BUDGET FOR 2019-2020

BE IT RESOLVED, that the South Bound Brook Borough Board of Education adopts the 2019-2020 Budget as follows:

<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	\$10,331,838	Budgeted Fund Balance	\$ 560,681
Capital Outlay	832,542	Withdrawal from Cap Rsv.	705,050
Summer Programs	16,500	Local Tax Levy	6,222,845
Transfer to Charter	122,147	Misc. Revenue	58,388
		State Aid	3,756,063
General Operating Budget	11,303,027	General Operating Budget	11,303,027
Special Revenue Fund	220,185	Special Revenue Fund	220,185
Debt Service	334,900	Debt Service	334,900
Total Expenditures	\$ 11,858,112	Total Revenue	\$ 11,858,112

BE IT FURTHER RESOLVED that this preliminary budget includes no waiver requests;

BE IT FURTHER RESOLVED to acknowledge that the 2019-2020 budget as described above results in a general fund tax levy of \$ 6,222,845 and a debt fund tax levy of \$ 334,900; representing a total tax levy of \$ 6,557,745; and

BE IT FURTHER RESOLVED that the proposed 2019-2020 supporting documentation contains an itemization of certain expenditures required under administrative regulations; and,

BE IT FURTHER RESOLVED that the proposed 2019-2020 budget contains an allowable

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maximum travel expenditure of \$25,000, and maximum regular business travel of \$1,500 per employee.

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
M. Caputo	5/15/19	\$ 0.00	Sandy Hook Promise Training
S. Lober	4/23/19	\$ 0.00	2019 Kindergarten Summit

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

c. APPROVAL OF BOUND BROOK HIGH SCHOOL TUITION COSTS FOR 2019 - 2020

Motion to accept the following costs for sending students to Bound Brook High School for the 2019-2020 school year (September 1, 2019 - June 30, 2020):

Regular students (107 @ \$11,519)	\$ 1,232,533.00
Learning Disabilities (2 @ \$13,356)	<u>26,712.00</u>
Sub-Total	\$ 1,259,245.00
Adjustment for 2017-2018	<u>(69,720.00)</u>
TOTAL	\$ 1,189,525.00

APPROPRIATION LINE 11-000-100-561

d. APPROVAL OF CAFETERIA PURCHASE

Motion to approve the purchase of a combination self service salad station and/or serve deli station with BFA Foodservice Equipment & Supplies, using cafeteria account funds cost not to exceed \$14,945.83.

e. 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 July 1, 2019 through June 30, 2020:

One Party	\$59.60
Two Party	114.43
Three Party	191.55

f. APPROVAL OF AGREEMENT FOR MICROSOFT EES

Motion to approve agreement with White Rock Cybersecurity to provide NJECC 2018 Microsoft EES for staff and students for the 2019-20 school year using NJECC pricing. Cost not to exceed \$ 2,645.39

APPROPRIATION LINE 11-000-100-800

g. RENEWAL OF MEMBERSHIP FOR INTERNATIONAL LITERACY ASSOCIATION

Motion to approve renewal of 2019-20 International Literacy Association membership for Lorise Goeke, not to exceed \$ 44.00.

APPROPRIATION LINE 11-000-223-890

- h. APPROVAL OF AGREEMENT WITH LEVEL DATA, INC. FOR 2019-20 SCHOOL YEAR
Motion to approve agreement with Level Data, Inc. to provide G-Suite add-on for synchronized student data services for the 2019-20 school year, amount not to exceed \$ 1,050.00.

APPROPRIATION LINE 11-190-100-800

- i. 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):

Piano, Elizabeth
Gutierrez, Gisella
Witherspoon, Nakeesha
Prakash, Deepthika
Haynes, Joshua
Ramos, Dantee
Myers, Sofia

Rates to be paid per agreement with EDUStaff.

APPROPRIATION LINE 11-130-100-101-001

- j. APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR SOCIAL AND EMOTIONAL LEARNING PROGRAM FOR THE 2019-20 SCHOOL YEAR
Motion to approve the memorandum of understanding with Dylan’s Wings of Change (DWC) for a social and emotional learning program for the 2019-20 school year, cost not to exceed \$ 4,000.00.

APPROPRIATION LINE 20-280-200-320 and 20-280-200-890

~~k. APPROVAL OF FOOD SERVICE MANAGEMENT COMPANY ADDENDUM FOR SCHOOL YEAR 2019-2020~~

~~The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of fourteen thousand three hundred thirty dollars (\$14,330.00) to compensate the FSMC for administrative and management costs. This fee shall be billed in ten monthly installments of (\$1,433.00) per month as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.~~

~~A per meal administrative/management fee shall apply to all vended meals receipts deposited in the LEA’s account. All vended meals receipts deposited into the LEA’s account shall be divided by \$1.00 to arrive at a meal equivalent. The administrative/management fee charged for vended meals will be \$.10 per meal equivalent.~~

~~The FSMC guarantees the LEA a minimum profit of four thousand dollars (\$7,500.00) for school year 2019-20.~~

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~~I. APPROVAL OF FOOD SERVICE BREAKFAST AND LUNCH PRICES 2017-18~~

~~**RESOLVED**, that the South Bound Brook Board of Education approves the Breakfast and Lunch prices for the 2017-18 as listed below:~~

Student Lunch	\$2.75	2.85
Student Reduced Lunch	\$0.40	
Faculty Lunch Price	\$3.25	3.35
Faculty Premium Lunch	\$4.00	
Student Breakfast	\$1.50	
Reduced Student Breakfast	\$0.30	
Faculty Breakfast	\$1.95	2.00
All Lunch Entrée & Bread	\$2.00	2.25
Side of Soup, 8 oz	\$1.60	1.70
Milk,	\$0.70	0.80
Juice, 4 oz	\$0.75	0.80
Spring Water, 10 oz	\$0.90	0.95
Spring Water, 16 oz	\$1.25	

m. APPROVAL OF SUPERINTENDENT'S USE OF 2018-19 VACATION DAYS

Motion to approve the Superintendent's use of five vacation days from 2018-19 contract year to be used in the summer months of the 2019-20 contract year due to necessary administrative scheduling.

n. APPROVAL OF PURCHASE OF SOCIAL STUDIES GRADES 6 – 8 PROGRAM

Motion to approve purchase of Houghton Mifflin Harcourt Social Studies Grades 6-8 six year program materials and professional development for teachers. Cost not to exceed 18,425.53.

APPROPRIATION LINE 11-190-100-640

o. APPROVAL OF PURCHASE OF SOCIAL STUDIES GRADES K - 5 PROGRAM

Motion to approve purchase of Houghton Mifflin Harcourt Into Social Studies Grades K – 5 six year program materials and professional development for teachers. Cost not to exceed \$ 25,196.50.

APPROPRIATION LINE 11-190-100-640

p. EMPLOYMENT OF GLORIA PANTOZZI AS RECEPTIONIST/CLERK FOR THE 2018-19 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ Gloria Pantozzi upon completion of employment requirements as Receptionist/Clerk for the 2018-2019 school year (through June 30, 2019). Ms. Pantozzi's salary will be \$38,000.00, salary will be prorated.

APPROPRIATION LINE 11-000-211-101

q. APPROVAL OF AGREEMENT WITH MATHUSEK INCORPORATED

Motion to approve agreement with Mathusek Incorporated to service McLaughlin Gym floor for 2019-20 school year, using 2019 NJ EDS Bid#8556, cost not to exceed \$1,950.00.

APPROPRIATION LINE – 11-000-262-420

r. APPROVAL OF AGREEMENT FOR HOSPITAL TUTORING

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Motion to approve agreement with LearnWell for hospital tutoring services for a student. Cost not to exceed \$ 5,000.00.

APPROPRIATION LINE 11-000-270-514

- s. APPROVAL OF SERVICE AGREEMENT FOR ANNUAL BOILER MAINTENANCE
Approval of service agreement with CJ Vanderbeck and Son, Inc. for annual boiler maintenance on five units, not to exceed \$ 3,250.00.

APPROPRIATION LINE 11-000-261-420-000

- t. APPROVAL OF DISTRICT LOGO FORMATTING
Approval of district logo formatting service, cost not to exceed \$50.00.

APPROPRIATION LINE 11-190-100-800

Approval of above action items a – j & m – t.

MOTION: Mrs. Dabrowski

SECOND: Mrs. Esposito

ROLL CALL
VOTE: 6-0

* Action items “k & l” tabled until next scheduled board meeting.

COMMITTEE REPORTS

The Finance Committee held their final budget meeting in accordance with 2019-20 Budget Calendar and Budget Meeting Schedule that was passed out at the November 7, 2018 board meeting.

Mr. Vatalare shared that Bound Brook BOE had their Public Budget Hearing on April 29, 2019.

OLD BUSINESS

Mrs. Lih-Thiessen brought up the Courtyard and shared some ideas on how we can get community involvement into revamping the courtyard.

NEW BUSINESS

Mr. Caravello shared that Mrs. C. Conner and Mrs. Santora will be honored at the NJSBA SCBA meeting for their service to the board on May 21, 2019.

RECOGNITION OF PUBLIC

Mrs. Hanlon asked a question about school nursing.

ADJOURNMENT (TIME: 9:05 PM)

MOTION: Mrs. Conner

SECOND: Mrs. Dabrowski VOTE: 6-0

Respectfully Submitted,

Vincent Caravello
Business Administrator/Board Secretary