

South Bound Brook Board of Education
May 15, 2019

Mrs. K. Conner had questions on action items "m, v & z". Mrs. Conner also discussed the Junior Town Council meeting last night and the great just the student did. She also informed the public that the June 4, 2019 town council meeting has been rescheduled for June 11, 2019.

Mrs. Tomaino spoke about Teacher Appreciation Week and the great work the South Bound Brook Educators bring to the district and also shared teacher testimonies regarding their 2018-19 school year.

Mrs. Hanlon had a question regarding a matter involving the administering of medication within the Robert Morris School. She would like to see a policy adopted having parents made aware and sign a consent form for the administering of medication.

Mrs. Hanlon also read a letter from a parent Mrs. Stapien regarding making math lessons available through uploads to Genesis to allow the parents to help their students.

Ms. Fitten had a question regarding the CST Shared Service Agreement with Bound Brook.

SUPERINTENDENT'S REPORT

Dr. Goeke thanked the staff for all they do.

Dr. Goeke shared the following with the board:

- The PTO Tricky Tray was a success and the amount raised was \$ 32,004.09.
- There will be a health page where forms will be displayed on our new website for parents and staff to access.
- The district applied for a Literacy Grant but did not receive it.
- She completed and submitted her The Leader In Me presentation for the summit in Orlando.

Dr. Goeke made a presentation to the board and public on district regionalization and consolidation.

CORRESPONDENCE

CONSENT ITEM A – D

a. TRANSFERS WITHIN THE 2018-2019 SCHOOL BUDGET

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

From		To		Amount
11-100-100-270	Health Benefits	11-000-291-270	Unallocated Health Benefits	\$ 20,000.00
11-190-100-500	Other Purchase Services	11-190-100-800	Other Objects	\$ 6,000.00
11-100-100-270	Health Benefits	11-000-219-104	SP Salaries for other Prof Staff	\$ 26,231.00

b. APPROVAL OF CAFETERIA BILLS

Motion to approve bills for payment from the cafeteria account:

PAYMENT TO	DESCRIPTION	AMOUNT
Pomptonian	Reimbursement 846 050319	\$ 7,758.18
Jay-Hill Repairs	Invoice # 378593	\$ 1,372.68
DiFrego's Hideout	2 nd Pizza Day – May 2019	\$ 372.00

c. BOARD SECRETARY'S REPORT

Motion to approve Board Secretary's Reports dated April 30, 2019 indicating a cash

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balance of \$ 3,932,307.31.

d. TREASURER'S (CONSULTANT) REPORT

Motion to approve Treasurer's Report dated April 30, 2019 indicating a cash balance of \$ 3,932,307.31.

Motion to approve the above consent items a – d.

MOTION: Mrs. Esposito SECOND: Mrs. Dabrowski ROLL CALL
VOTE: 6-0

ACTION ITEMS A-AE & AG-AI

a. APPROVAL OF EXTRACURRICULAR APPOINTMENT 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
Support Group for Middle School Students	Yearlong	\$1,245.00	Mary Rizk

b. GRANTING OF NOTICE OF REAPPOINTMENT TO TENURED PROFESSIONAL STAFF (SEPTEMBER 1, 2019 - JUNE 30, 2020):

Bartocci, Sherri	Brown, Brenda
Bsarany, Joseph	Cullinane, Ryan
D'Alessandro, Debrah	DeGennaro, Salvatore
Hnasko, Kelly	Kalacheva, Eugenia
Kordell, Nancy	Kubala, Kristy
Krier, Susan	Lorenzi, Anthony
Lober, Shannon	Miska, Lauren
Marolda, George	Menkens, Karen
Parente, Christine	Parente, Frank
Riley, Nicole	Santiago, Madeline
Steeber, Marybeth	Tomaino, Kristina
Trudeau-Smith, Anna	Wanzie, Donne
Zatta, David	

c. GRANTING OF NOTICE OF REAPPOINTMENT TO NON-TENURED PROFESSIONAL STAFF (SEPTEMBER 1, 2019 - JUNE 30, 2020) WHICH WILL RESULT IN TENURE:

Khosla, Sheetal

d. GRANTING OF NOTICE OF REAPPOINTMENT TO NON-TENURED PROFESSIONAL STAFF (SEPTEMBER 1, 2019 - JUNE 30, 2020):

Bisaha, Stephanie	Caputo, Mary
Conte, Daniela	Czarkowski, Jessica
El-Raheb, Josephine	Gordon, Christine

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Klemm, Cynthia (.52)	McGrath, Colleen
Pierard, Douglas	Roca, Lydia
Sills, Deborah	Speth, Jennifer

*e. EMPLOYMENT OF NON-TENURED CLERICAL EMPLOYEES FOR 2019-2020 SCHOOL YEAR

Motion to approve employment of non-tenured clerical/secretarial staff as follows:

M. Demcher (9/1/19-6/30/20)	\$ 36,000.00
G. Pantozzi (9/1/19-6/30/19)	\$ 38,000.00
M. Marin (9/1/19-6/30/20)	\$ 48,316.00

f. EMPLOYMENT OF NON-TENURED CONFIDENTIAL OFFICE STAFF FOR 2019-20

Motion to grant contract to the following non-tenured confidential office staff for the 2019-2020 school year (July 1, 2019 through June 30, 2020) which will result in tenure:

L. Ventura	\$ 65,152.00
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g. EMPLOYMENT OF CONFIDENTIAL OFFICE STAFF FOR 2019-20 SCHOOL YEAR

Motion to approve employment of confidential office staff for 2019-20 school year as follows:

S. Velazquez	\$ 50,382.00
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h. EMPLOYMENT OF LUNCHROOM AIDES FOR 2019-2020 SCHOOL YEAR

Motion to approve employment of lunchroom/playground aides for the 2019-20 school year as follows:

D. Hall	\$ 10.60 per hour
S. Hall	\$ 11.70 per hour
R. Hague	\$ 10.60 per hour
V. Medina	\$ 10.60 per hour

APPROPRIATION LINE 11-000-262-101

i. EMPLOYMENT OF CURRICULUM SUPERVISOR/INSTRUCTIONAL TECHNOLOGY COORDINATOR FOR 2019-20 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ Lisa Butynes as Curriculum Supervisor/Instructional Technology Coordinator for the 2019-2020 school year (July 1, 2019 through June 30, 2020) for an annual salary of \$95,000.00.

APPROPRIATION LINE 11-000-221-102

** j. EMPLOYMENT OF CLASSROOM AIDES FOR 2019-2020

Motion to approve salaries of instructional aides as follows (September 1, 2019 – June 30, 2020):

R. Baker	\$ 19,540.00
L. Cohen	\$ 20,530.00
K. Huertas	\$ 20,028.00
M. LaFleur	\$ 21,042.00
I. Martinez	\$ 21,668.00

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R. Ramdas	\$ 19,540.00
S. Romano	\$ 28,289.00
T. Ronkowitz	\$ 20,530.00
B. Scimemi	\$ 19,540.00
A. Stephens	\$ 23,226.00
E. Welch	\$ 20,530.00

APPROPRIATION LINES 11-215-100-106 & 11-212-100-106

k. EMPLOYMENT OF CALLIE KRONER AS TEACHER MATERNITY REPLACEMENT FOR THE 2019-20 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ upon completion of employment requirements Callie Kroner as Teacher Maternity Leave Replacement for the 2019-2020 school year (September 1, 2019 through June 30, 2020). Callie Kroner will be placed on Step 2 BA of the salary guide at \$ 55,750.00.

APPROPRIATION LINE 11-000-219-104

*** l. EMPLOYMENT OF HERBERT BROWN FOR 2019-20 SCHOOL YEAR

Motion, as recommended by the Superintendent, to employ Herbert Brown as Registered Behavior Technician (RBT)/Paraprofessional for the 2019-2020 school year (September 1, 2019 through June 30, 2020) for an annual salary of \$ 26,540.00.

APPROPRIATION LINE 11-212-100-106

m. EMPLOYMENT OF TECHNOLOGY COORDINATOR FOR 2019-20 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ Leonard Libitz as Technology Coordinator effective July 1, 2019 until June 30, 2020 for an annual salary of \$ 93,600.00.

APPROPRIATION LINE 11-000-222-101

n. APPROVAL OF MOVEMENT ON GUIDE FOR JOSEPHINE EL-RAHEB

Motion, per recommendation of the superintendent, to move Josephine El-Raheb from Step 10/BA 15 to the Step 10 MA (\$ 62,655.00) on the 2019-20 salary guide due to completion of required graduate credits from Kean University effective for the 2019-2020 school year (September 1, 2019 through June 30, 2020).

APPROPRIATION LINE 11-212-100-101

o. APPROVAL OF 2019-20 MEMBERSHIP FOR ASCD

Motion to approve renewal of 2019-20 ASCD membership print and online premium for Lorise Goeke, not to exceed \$239.00.

APPROPRIATION LINE 11-000-240-890

p. RENEWAL OF AGREEMENT WITH GENESIS EDUCATIONAL SERVICES, INC. FOR STUDENT INFORMATION SOFTWARE SYSTEM

Motion to approve contract with Genesis Educational Services, Inc. for Student Information Software System at a cost of \$ 10,418.00 for July 1, 2019 through June 30, 2020. There is an annual charge of \$350 each to interface with alert system, student data Tracking, IEP program

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and student cafeteria accounts.

APPROPRIATION LINES 11-190-100-500 & 11-000-211-500

- q. RENEWAL OF AGREEMENT WITH GENESIS EDUCATIONAL SERVICE, INC.
Motion to approve agreement with Genesis Education Services, Inc. for staff management services software license for the 2019-20 school year, including tech support for 12 months, not to exceed \$ 5,100.00.

APPROPRIATION LINE 11-000-230-890

- r. RENEWAL OF AGREEMENT WITH GENESIS EDUCATIONAL SERVICE, INC.
Motion to approve agreement with Genesis Education Services, Inc. for Genesis Lesson Planner software license for the 2019-20 school year, not to exceed \$ 562.50.

APPROPRIATION LINE 11-190-100-500

- s. APPROVAL OF LICENSE PURCHASE FOR GOOGLE APPS STUDENT EDUCATION PLAN
Motion to approve license purchase with Backupify to provide an annual Google Apps Education Plan for students and staff for daily automated backups. Cost not to exceed \$ 1,800.00.

APPROPRIATION LINE 11-190-100-500

- t. RENEWAL OF CDK PERSONNEL MANAGEMENT AND ACCOUNTING SOFTWARE FOR 2019-20 SCHOOL YEAR
Motion, as recommended by the superintendent, to approve the license renewal of the CDK Personnel Management software and the CDK Accounting software License for 2019-20 school year; not to exceed \$ 8,950.00.

APPROPRIATION LINE 11-000-230-340

- u. MOTION TO APPROVE BOARD OF EDUCATION AND ADMINISTRATION ATTENDANCE AT NJSBA WORKSHOP 2019
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 2019. Workshop is scheduled for October 21, 2019 through October 24, 2019 for a total registration cost of \$1,600.00. 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

- v. APPROVAL TO ABOLISH POSITIONS
HEREAS, the South Bound Brook Board of Education (hereinafter referred to as the "Board") currently employs a full-time Child Study Team Director/Learning Disability Teacher Consultant, a Full-time School Psychologist and a part-time .2 Social Worker, whose names are on file in the Superintendent's office; and

WHEREAS, the Board has determined to abolish these positions and to contract for these services through a Shared Services Agreement with Bound Brook Board of Education for reasons of

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economy and efficiency, effective June 30, 2019.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the Superintendent's recommendation to abolish the following positions for reasons of efficiency and economy effective June 30, 2019: full-time Child Study Team Director/Learning Disability Teacher Consultant, a full-time School Psychologist and a part-time.2 Social Worker.

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is hereby requested to notify the employees who the positions of a full-time Child Study Team Director/Learning Disability Teacher Consultant, a full-time School Psychologist and a part-time.2 Social Worker reemployed for the 2019-2020 school year.

BE IT FURTHER RESOLVED, that the part-time .2 Social Worker shall be placed on a preferred eligibility list in accordance with her tenure and seniority rights in the event that a Social Worker position is hereafter created by the Board.

w. APPROVAL OF SHARED SERVICES AGREEMENT FOR CHILD STUDY TEAM WITH BOUND BROOK BOARD OF EDUCATION FOR 2019-20 SCHOOL YEAR

Motion to approve the Uniform Shared Services Agreement for Shared Child Study Team between South Bound Brook Board of Education and Bound Brook Board of Education for the 2019-20 school year. Bound Brook agrees to provide the services of its Child Study Team Director, School Psychologist and Social Worker to South Bound Brook as per terms of the agreement. South Bound Brook agrees to pay Bound Brook Board of Education \$ 247,109.00 annually.

x. APPROVAL OF AGREEMENT TO PROVIDE BUSINESS ADMINISTRATOR/BOARD SECRETARY SERVICES FOR 2019-20 SCHOOL YEAR

Motion to approve the business services agreement with New Hanover Township School District Board of Education for South Bound Brook Board of Education to provide New Hanover Township School District Board of Education with Business Administrator/Board Secretary services for the 2019-20 school year (July 1, 2019 through June 30, 2020). The New Hanover Township School District Board of Education agrees to pay \$ 20,100.00 (the per diem rate of \$386.00) in twelve equal installments for the South Bound Brook Board of Education's Business Administrator/Board Secretary to be present in New Hanover Township School District Board of Education one day a week and one board meeting a month.

y. 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 \$ 6,674.57.

APPROPRIATION LINE 11-000-219-320

z. 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 (\$14,124.00) to compensate the FSMC for administrative and management costs. This fee shall be billed in ten monthly installments of (\$1,412.40) per month as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

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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.

aa. APPROVAL OF FOOD SERVICE BREAKFAST AND LUNCH PRICES 2019-20

RESOLVED, that the South Bound Brook Board of Education approves the Breakfast and Lunch prices for the 2019-20 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

ab. APPROVAL OF AGREEMENT FOR PRIVATE DUTY NURSING SERVICES FOR 2019-20 SCHOOL YEAR

Motion to authorize contract with Aveanna Healthcare, dba Epic Health Services, Inc. to provide nursing services for private duty nursing for an LPN at the rate of \$ 45.00 per hour for the 2019-2020 school year, cost is not to exceed \$55,000.00.

APPROPRIATION LINE 11-000-217-320

ac. EMPLOYMENT OF LAURA SAMELA AS SECRETARY TO THE PRINCIPAL FOR THE 2018-19 SCHOOL YEAR

Motion, as recommended by the superintendent, to employ Laura Samela upon completion of employment requirements as Secretary to the Principal for the 2018-19 school year (through June 30, 2019). Ms. Samela's salary will be \$55,000.00, salary will be prorated.

APPROPRIATION LINE 11-000-240-105

ad. APPROVAL OF PURCHASE OF PROMETHEAN ACTIVPANEL WITH ACTIVCONNECT

Motion to approve purchase of four Promethean Activpanel with ActivConnect from Keyboard Consultants using KCI special pricing. Purchase includes installation and on-site support for 5 years. Cost not to exceed \$16,464.00.

APPROPRIATION LINE 12-000-400-731

ae. RENEWAL OF CONTRACT WITH STRAUSS ESMAY FOR 2019-20 SCHOOL YEAR

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Motion to approve renewal of contract with Strauss Esmay, school policy consultants, for the 2019-20 school year at an annual cost of \$ 4,590.00.

APPROPRIATION LINE 11-000-230-339

- ag. RENEWAL OF NATIONAL JUNIOR HONOR SOCIETY AFFILIATION 2019-20
Approval of renewal of National Junior Honor Society Affiliation for the 2019-20 school year, cost not to exceed \$385.00.

APPROPRIATION LINE 11-190-100-800

- ah. 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):

Name
Moran, Matthew
Seryan, Naglaa
Bagner, Jasmine

Rates to be paid per agreement with EDUStaff.

APPROPRIATION LINE 11-130-100-101-001

- ai. CONTRACT WITH RULLO & JUILLET ASSOCIATES, INC.
Motion to receive professional services from Rullo & Juillet Associates for Right to Know and PEOSH Hazard Communications Standard compliance, two Six Month Periodic Asbestos Surveillances and online access of district's Safety Data Sheets and Hazardous Substance Fact Sheets for the 2019-20 school year, cost not to exceed \$ 3,109.00.

APPROPRIATION LINE 11-000-262-420

Motion to approve the above action items a - ae & ag - ai.

- * Mrs. Lih-Thiessen abstained from action item "e".
- ** Mr. Vatalare abstained from action item "j"
- *** Mrs. Conner abstained from action item "l"

MOTION: Mrs. Conner SECOND: Mr. Vatalare ROLL CALL
VOTE: 6-0

COMMITTEE REPORTS

Mr. Vatalare informed the board that Bound Brook has ratified and settled their teacher agreement.

OLD BUSINESS

Mrs. Lih-Thiessen advised that board that they donated a cooler table for the Tricky Tray event. She also discussed the courtyard project.

Mr. Caravello reported that the A4F Tax Levy Schedule has been signed by the Borough and been submitted to the County Office.

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Mr. Caravello reminded the board that the NJSBA dinner to honor Mrs. Santora and Mrs. Conner will take place on Tuesday, May 21, 2019 at SCVTS.

NEW BUSINESS

Mr. Caravello reported that the bid opening for room 135 and room 140 was held on May 14, 2019, with only 1 bid received in the amount of \$ 247,000.00.

Mr. Caravello received quotes to replace bathroom partitions in the amount of \$ 41,775.00.

RECOGNITION OF PUBLIC

ADJOURNMENT TO EXECUTIVE SESSION (TIME: 9:00 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 May 15, 2019 to discuss:
 - Student Matter(s)
- b. The matters discussed will not be made public.
- c. Length of meeting thought to be approximately 20 minutes.
- d. Action will be taken upon return to Open Session, regarding the student matter(s).

MOTION: Mrs. Conner SECOND: Mrs. Dabrowski VOTE: 6-0

RETURN TO OPEN SESSION (TIME: 9:23 PM)

Motion to return to Open Session.

MOTION: Mrs. Conner SECOND: Mrs. Esposito VOTE: 6-0

ACTION ITEM AF

af. ACCEPTANCE OF HIB INCIDENT REPORT

Motion to accept May 15, 2019 Harassment, Intimidation and Bullying (HIB) Incident Report.

Approval of above action item af.

MOTION: Mr. Vatalare SECOND: Mrs. Conner ROLL CALL
VOTE: 6-0

ADJOURNMENT (TIME: 9:24 PM)

MOTION: Mrs. Conner SECOND: Mrs. Dabrowski VOTE: 6-0

Respectfully Submitted,

Vincent Caravello
Business Administrator/Board Secretary