

should be distributed. The general consensus was that all non-profit organizations be treated equally.

The board discussed the energy audit performed in 2009 and some of the energy saving suggestions and programs contained in that program. They decided to reevaluate the implementation of a solar PPA. Also discussed was the recommended lighting project contained in the report.

CONSENT ITEMS

a. APPROVAL OF PAYROLLS AND PAYMENT OF BILLS

Motion to approve payment of bills per warrant listing dated November 17, 2011 in the amount of \$439,676.89 as well as payrolls for the month of October 2011 in the amount of \$393,344.17.

b. BOARD SECRETARY'S REPORT

Motion to approve Board Secretary's Reports dated September 30, 2011 indicating a cash balance of \$2,409,537.85.

c. TREASURER'S (CONSULTANT) REPORT

Motion to approve Treasurer's Reports dated September 30, 2011 indicating a cash balance of \$2,409,537.85.

Motion to approve the above consent items a-c.

MOTION: Mr. Ambrose

SECOND: Mrs. Noll

ROLL CALL
VOTE: 5-0

CORRESPONDENCE

- a. Letter from Yut'se Thomas, Office of School Finance, regarding increase in Ed Jobs allocation.
- b. Letter from Sue Kroll indicating she intends to retire on June 30, 2012.
- c. Letter from Vicki Peck, indicating that she plans to retire on July 1, 2012.
- d. Letter from Bound Brook Board of Education president Terrence Hoben in regard to sharing services between our two districts.
- e. Letter of resignation from Salvina Tripoli, effective November 23, 2011.

ADJOURNMENT TO EXECUTIVE SESSION (TIME: 8:17 p.m.)

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 November 17, 2011 to discuss
--Student matter

--Personnel

- 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 30 minutes.
- d. Action will be taken upon return to Open Session.

MOTION: Mr. Ambrose

SECOND: Mrs. Noll

VOTE: 5-0

RETURN TO OPEN SESSION

Motion to return to Open Session at 8:47 p.m.

MOTION: Mrs. Noll

SECOND: Mr. Allen

VOTE: 5-0

ACTION ITEMS A-Q

a. 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, 2011), the Board of Education shall, at its regularly scheduled meeting to which the public is admitted, cause the recommendations of the auditor to be read and discussed and duly noted in the minutes.

b. CORRECTIVE ACTION PLAN

In response to the audit recommendation "that every effort be made to get the Capital Assets Report on a timely basis," the School Business Administrator will make arrangements with our Fixed Assets Inventory vendor to request the end of year inventory no later than July 15, 2012.

In response to the audit recommendation "that all professional service contracts awarded be advertised in the official newspaper," the School Business Administrator will ensure that the annual advertisement of professional contracts awarded, and any additional contracts, be advertised in a timely manner.

c. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN 2012-2013

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 for the South Bound Brook School District in compliance with Department of Education requirements.

- d. ALLIANCE FOR COMPETITIVE TELECOMMUNICATIONS (ACT)
RESOLVED, that the South Bound Brook Board of Education approve the participation in the Alliance for Competitive Telecommunications (ACT) with the Middlesex Regional Educational Services Commission (MRESC) and the New Jersey Association of School Business Officials (NJASBO) for the period July 1, 2012 to June 30, 2017.
- e. CHANGE IN BOARD MEETING CALENDAR FOR JANUARY 2012
January meetings are currently scheduled for the 12th and 26th. Motion to change January meetings to January 5 and January 19.
- f. RETIREMENT OF SUE KROLL EFFECTIVE JUNE 30, 2012
Motion to accept, with regret, the resignation of Sue Kroll, effective June 30, 2012, due to retirement. Mrs. Kroll has been a teacher in South Bound Brook since 1994.
- g. EMPLOYMENT OF CHRISTINA FIORE, CLASSROOM AIDE
Motion, as recommended by the superintendent, to employ Christina Fiore as a classroom aide in the South Bound Brook school district for the 2011-2012 school year (November 9, 2011 through June 30, 2011). Ms. Fiore will be placed on the first step of the Instructional Aide Salary Guide (60+) at a salary of \$12,668 (prorated).
- h. APPROVAL OF SUBSTITUTE TEACHERS FOR THE 2011-2012 SCHOOL YEAR
Motion to approve the following substitute teachers for the 2011-2012 school year (September 1, 2011 through June 30, 2012):

Robin McCarthy
Joyce Puccio
Sara Razani

i. MOTION FOR APPROVAL TO ATTEND WORKSHOPS

Motion to approve the attendance of the following to attend workshops and to receive reimbursement for incurred expenses:

A. Barone	11/16	\$0.00	Crisis Intervention/Prevention
R. Blake	12/5	140.00	SMARTBoard course
R. Blake	3/16/12	150.00	Reading/Writing Conference
L. Bochner	2/3/12	0.00	Leadership Conference, Boston
M. Butkus	11/16	0.00	Somerset County Technology
B. Coddington	3/16/12	150.00	Reading/Writing Conference
D. D'Alessandro	3/16/12	150.00	Reading/Writing Conference
P. Dercole	3/14/12	100.00	Crisis Intervention/Prevention
L. Goeke	11/17	0.00	NJASA Professional Dev.
S. Kroll	1/27/12	7.25	Language/Literacy
A. Moten	3/14/12	100.00	Crisis Intervention/Prevention
C. Parente	10/14-21	0.00	Classroom Observations
E. Quinlan	10/26	175.00	School Health Conference
S. Reardon	11/29	249.00	Distracted/disorganized students
D. Ressa	11/17	0.00	NJASA PD Seminar
J. Tenenbaum	12/6	119.99	Special Ed Conference
R. Veglia	11/14	7.25	Student Transition to Adult Life
R. Veglia	11/29, 12/15	14.50	Autism Spectrum Disorders
R. Veglia	12/8	7.25	Instruction: Moderate to Severe
R. Veglia	1/27/12	7.25	Language/Literacy Teams
R. Veglia	3/23/12	7.25	Collaborative Consultation

j. APPROVAL OF DALE JACOBS FOR PSYCHIATRIC/NEUROPSYCHIATRIC EVALUATIONS

Motion, as recommended by the superintendent, to contract with Dale Jacobs for psychiatric and neuropsychiatric evaluations at a fee of \$550.00 each.

k. APPROVAL OF JESSIE MINTZ FOR NEURODEVELOPMENTAL ASSESSMENTS

Motion, as recommended by the superintendent, to contract with Jessie Mintz for neurodevelopmental assessments at a fee of \$450.00 each.

l. APPROVAL OF ROBERT WOOD JOHNSON UNIVERSITY FOR CENTRAL AUDITORY PROCESSING/AUDIOLOGICAL EVALUATIONS

Motion, as recommended by the superintendent, to contract with Robert Wood Johnson University for central auditory processing/audiological evaluations at a fee of \$200.00 each.

APPROPRIATION LINE 11-000-219-320

- m. APPROVAL OF HUNTERDON COUNTY ESC FOR CST AND BILINGUAL
Motion, as recommended by the superintendent, to contract with Hunterdon County Educational Services Commission for Child Study Team and Bilingual services as needed.
- n. ACCEPTANCE OF HIB INCIDENT REPORT
Motion to accept November 17 Harassment, Intimidation and Bullying (HIB) Incident Report.
- o. RESOLUTION TO ACCEPT HIB HIB REPORT
RESOLVED, that the South Bound Brook Board of Education accepts and affirms the Superintendent's October 13 harassment, intimidation and bullying incident report.
- p. RETIREMENT OF VICKI PECK EFFECTIVE JULY 1, 2012
Motion to accept, with regret, the resignation of Vicki Peck effective July 1, 2012, due to retirement. Ms. Peck has taught in South Bound Brook since 1968.
- q. RESIGNATION OF SALVINA TRIPOLI
Motion to accept, with regret, the resignation of Salvina Tripoli effective November 23, 2011. Ms. Tripoli has accepted a full time teaching job in another district.

Motion to approve above action items a-q.

MOTION: Mr. Ambrose

SECOND: Mr. Allen

ROLL CALL
VOTE: 5-0

COMMITTEE REPORTS

BOUND BROOK BOARD OF EDUCATION: Mr. Allen reported that the Bound Brook Board of Education has met three times since our last meeting. They are working on their strategic plan and are having problems with classroom space. Mr. Allen also discussed the letter from Bound Brook requesting shared services joint committees. There were no specific areas discussed at their meeting. The board president requested that our board secretary draft a response inquiring as to what specific areas they hope to share services and how the committees would be formed and operate.

OLD BUSINESS

Mr. Gomez discussed his findings with the board on how we could request a flashing traffic signal on Elizabeth Street. Mr. Gomez also informed the board that there has been no formal response from the borough to a letter that was sent regarding the sewer charge.

NEW BUSINESS

Mr. Gomez presented the budget calendar to the board and requested that the Finance Committee set its schedule at the November meeting. The board president asked Mr. Gomez to look into what agency is responsible and contact them about a traffic signal for the Elizabeth Street side of the facility.

RECOGNITION OF PUBLIC

No comments at this time.

ADJOURNMENT

Business concluded, motion presented to adjourn the meeting at 9:12 p.m.

MOTION: Mrs. Noll

SECOND: Mrs. Sarboukh

VOTE: 5-0

Respectfully submitted,

John A. Gomez, Board Secretary/
School Business Administrator