

SOUTH BOUND BROOK BOARD OF EDUCATION
ORGANIZATION MEETING
APRIL 26, 2007

CALL TO ORDER

the meeting was called to order by board president Peter Allen at 7:37 p.m. in room 140 of Robert Morris School with the Pledge of Allegiance, followed by this opening statement:

STATEMENT RE: SUNSHINE LAW

This meeting has been advertised in two newspapers at least 48 hours prior to the meeting and has been posted in conspicuous locations including the borough hall and school buildings, which complies with state law governing meetings of school boards and other organizations.

REQUIRED OATH TO NEWLY ELECTED MEMBERS

The required Oath of Allegiance was administered to newly elected members Peter Allen, Kathleen Bolmer and Allison Lih-Thiessen:

I, _____, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey and that I will bear true faith and allegiance to the same and the governments established in the United States and this State, under the authority of the people. So help me God.*

I, _____, do solemnly swear that I possess the qualifications prescribed by law for the office of Member of a Board of Education, am not disqualified as a voter pursuant to R.S. 19:4-1 and that I will faithfully, impartially and justly perform all duties of that office according to the best of my ability. So help me God.*

*No individual shall be required to swear or affirm that part of the oaths which states "so help me God."

ELECTION RESULTS

The following election results were reported by Mrs. Leonhardt for inclusion in the minutes:

Current Expense	\$5,177,724.00	117 Yes	177 No
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Candidates for Three Year Terms

Kathleen Bolmer	206 Votes
Peter Allen	209 Votes

Candidate for One Year Term

Allison Lih-Thiessen	212 Votes
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ROLL CALL

PRESENT: Mr. Allen, Mr. Ambrose, Mrs. Bolmer, Mrs. Lih-Thiessen, Mrs. Santora and Mrs. Sarboukh. Mrs. Esposito arrived at 7:47 p.m.

ABSENT: None

That the School Business Administrator be designated for opening and closing of interest-bearing accounts, and

That the Superintendent or School Business Administrator or School Principal be designated to sign all student account checks.

D. DESIGNATION OF SCHOOL ATTORNEY

Motion that the firm of Schwartz, Simon, Edelstein, Celso and Kessler be designated as School Attorneys. Paul Green, Esq. will be the individual from the firm serving as School Attorney. Services to be billed at \$145 per hour for general matters and \$155 for special education, construction and litigation matters. Work by paralegals and law clerks will be billed at \$95 per hour.

E. DESIGNATION OF SCHOOL AUDITORS

Motion that the firm of Suplee, Clooney & Company be designated as School Auditors.

F. DESIGNATION OF SCHOOL ARCHITECTS

Motion that the firm of Buck Simperts Architect & Associates, Inc. of Saddle Brook, NJ, be designated as school architects.

G. DESIGNATION OF INSURANCE AGENTS

Motion that the firm of LDP Consulting, Inc., with Brian Rizer as agent, be designated as Insurance Agent for Medical and Dental Insurance; and

That the firm of McLachlan Kane Insurance Agency, Inc., of Somerville, NJ, be designated for all other insurance needs.

H. DESIGNATION OF BOARD SECRETARY

Motion that Patricia Leonhardt be designated as Board Secretary through June 30, 2008 pending contract renewal.

I. DESIGNATION OF TREASURER OF SCHOOL MONEYS (CONSULTANT)

Motion that Nicholas W. Barber, Jr. be designated as Treasurer of School Moneys (Consultant).

J. DESIGNATION OF SCHOOL PHYSICIAN

Motion that Jeffrey Kaladas, MD, be reappointed as School Physician for the 2007-2008 school year at a salary of \$4,000.00.

K. JOINT TRANSPORTATION AGREEMENTS WITH SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION AND BOUND BROOK BOARD OF EDUCATION

Motion to approve Joint Transportation Agreement for the 2007-2008 school year with the Somerset County Educational Services Commission and the Bound Brook Board of Education. Fees for SCESC will include pro-rated contract costs plus an administration fee of 5%. Bound Brook Board of Education will be as per contract.

L. PETTY CASH ACCOUNTS

Motion that Dennis Donahue be responsible for disposition of Petty Cash in increments of \$200 to a total not to exceed \$2,000 per year.

M. AFFIRMATIVE ACTION OFFICER/PUBLIC AGENCY COMPLIANCE OFFICER
Motion that Dennis Donahue be designated as the district's Affirmative Action Officer and Public Agency Compliance Officer (PACO).

N. 504 OFFICER
Motion that Dennis Donahue be designated as the district's 504 Officer.

O. NCLB CONTACT PERSON
Motion that Principal Dennis Donahue be designated as the district's NCLB (No Child Left Behind) contact person.

P. TIME/PLACE/DATE FOR REGULAR BOARD OF EDUCATION MEETINGS
Motion that the Board of Education meetings be held in the Robert Morris School, room 140, at 7:30 p.m. on the following Thursdays in 2007-2008:

May 8, 22 (TUE)	Aug 16	Nov 1, 15	Feb 7, 21
Jun 7, 21	Sep 6, 27	Dec 13	Mar 6, 27 (Public
Jul 19 (tent.)	Oct 18	Jan 10, 24	Hearing)

Thursday, April 24, 2008 (Organization Meeting)

Q. ANNUAL ADOPTION OF EDUCATIONAL PROGRAMS
In accordance with NJAC 6:8-353, the board of education must, at the Organization Meeting, adopt annually the educational programs of the district. Therefore, a motion is necessary adopting the following programs:

1. Reading/Language/Literature
2. Mathematics
3. Science
4. Social Studies
5. Physical Education/Health
6. Pre-Algebra/Algebra
7. Computer/Technology Literacy
8. Art
9. Music, Vocal/Instrumental
10. Gifted/Talented
11. English as a Second Language
12. World Language/Spanish I
13. Student Council
14. Family Math
15. Preschool
16. Preschool Disabled
17. Kindergarten
18. Guidance
19. No Child Left Behind
20. Technology
21. Interscholastic/Intramurals
22. Library/Media Center
23. Family Science
24. Summer School
25. Speech
26. Physical/Occupational Therapy
27. BABES/CAP/DARE
28. Special Education
29. Life Skills (Character Education)
30. School Store
31. Student Detention
32. Educational Trips
33. After School Assistance
34. Robotics
35. Field Day
36. SAC
37. Family Tools & Technology
38. Responsive Classroom
39. Special Education Extended School Year

- R. ANNUAL ADOPTION OF TEXTBOOKS AND PUBLISHERS
Motion to adopt the current textbooks and publishers (list attached).
- S. RTK CONTACT PERSON
Motion that Patricia Leonhardt be designated as the district's Right to Know (RTK) contact person.
- T. AHERA ASBESTOS PROGRAM MANAGER
Motion that Patricia Leonhardt be designated as the district's Asbestos Hazard Emergency Response Act (AHERA) contact person.
- U. CUSTODIAN OF PUBLIC RECORDS
Motion that Patricia Leonhardt be designated as the district's Custodian of Public Records.
- V. INTEGRATED PEST MANAGEMENT COORDINATOR
Motion to approve Patricia Leonhardt as the Integrated Pest Management Coordinator for the 2007-08 School Year.
- W. MOTION FOR APPROVAL FOR WORKSHOPS, CONFERENCES, MEETINGS, SEMINARS AND CONVENTIONS
Motion to approve workshops, conferences, meetings, seminars and conventions for the 2007-2008 school year for staff members, contingent upon event being deemed appropriate and having received approval by the Superintendent of Schools and/or her designee.
- X. MOTION FOR APPROVAL OF HOTEL COSTS IN EXCESS OF GUIDELINES
Motion to approve reimbursement of hotel rates for a standard hotel room in excess of the guidelines if the hotel is part of a convention site or for other reasons as deemed appropriate and having received approval by the Superintendent of Schools and/or her designee.
- Y. MOTION FOR APPROVAL FOR SOUTH BOUND BROOK BOARD OF EDUCATION MEMBERS TO ATTEND CONFERENCES, MEETINGS, SEMINARS AND CONVENTIONS
Motion to approve the attendance of South Bound Brook Board of Education members to attend conferences, meetings, seminars and conventions sponsored by the Somerset County School Boards Association and New Jersey School Boards Association and receive reimbursement for incurred expenses.
- Z. MOTION FOR APPROVAL OF REIMBURSEMENT OF TRAVEL EXPENDITURES
Motion to approve reimbursement, in accordance with N.J.A.C. 6A:23B-1.2(b), for the 2007-08 school year, for all staff and board members for an amount not to exceed \$25,000.00.
- Aa. AUTHORIZATION FOR ADMINISTRATORS TO ATTEND MEETINGS
Motion to authorize all meetings (county-wide and otherwise) for the Superintendent, Principal, Director of Special Services and School Business Administrator for the 2007-2008 school year, for the purposes of dissemination of information and professional development, executed as per terms of their employment contracts.

NOTE: Mrs. Esposito arrived at 7:45 p.m. and acted on all remaining business of the meeting.

Motion to approve the above Consent Items, A through Y and Aa (excluding item 'z')

MOTION: Mrs. Santora SECOND: Mrs. Sarboukh VOTE: 7-0

END OF CONSENT ITEMS

ACTION ITEMS A-D

Motion to approve the following appointments, A-G.

- A. NAMING OF DELEGATES AND ALTERNATES
Since the adoption of NJSBA by-laws in March 1993, each district board is required to certify in writing to the Executive Director of the Association, the names of delegates and alternates (one motion at end of appointments):

DELEGATE TO NJSBA	Mrs. Sarboukh
LEGISLATIVE CHAIRPERSON	Mr. Ambrose

- B. NAMING OF DELEGATE AND ALTERNATE TO SOMERSET COUNTY SCHOOL BOARDS ASSOCIATION

DELEGATE TO SCSBA	Mrs. Lih-Thiessen
ALTERNATE TO SCSBA	Mrs. Bolmer

- C. NAMING OF REPRESENTATIVE TO SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION

SCESC	Mrs. Esposito
ALTERNATE TO SCESC	Mrs. Santora

- D. NAMING OF REPRESENTATIVE TO BOUND BROOK BOARD OF EDUCATION

BOUND BROOK BOE	Mr. Allen
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- E. NAMING OF FACILITIES COMMITTEE
Mrs. Santora (chair), Mr. Ambrose and Mrs. Esposito

- F. NAMING OF FINANCE COMMITTEE
Mr. Ambrose (chair), Mr. Allen and Mrs. Lih-Thiessen

- G. NAMING OF NEGOTIATIONS COMMITTEE
Mrs. Sarboukh (chair), Mrs. Santora and Mrs. Lih-Thiessen

MOTION: Mrs. Esposito SECOND: Mrs. Santora VOTE: 7-0

END OF ORGANIZATION MEETING

APPROVAL OF MINUTES — March 29, 2007

Motion to approve the minutes of the March 29, 2007 Regular Meeting.

MOTION: Mrs. Santora

SECOND: Mrs. Lih-Thiessen

VOTE: 7-0

SUPERINTENDENT REPORT

Dr. Rosevear reported:

- ▶ Thanks to everyone who played a role in the budget process. Although we are disappointed, we look forward to working cooperatively with the borough council.
- ▶ Yesterday the school had to evacuate due to a bomb threat. While the procedures went smoothly, it is very upsetting to all involved.
- ▶ Last night's International Night had a nice turnout, and a wonderful evening was had by all.

RECOGNITION OF PUBLIC

CONSENT ITEMS

- a. APPROVAL OF PAYROLLS AND PAYMENT OF BILLS
Motion to approve payment of bills per warrant listing dated April 26, 2007 in the amount of \$333,188.47, as well as payrolls for the month of March 2007 in the amount of \$372,295.63.
- b. BOARD SECRETARY'S REPORT
Motion to approve Board Secretary's Report dated March 31, 2007 indicating a cash balance of \$1,167,953.64.
- c. TREASURER'S (CONSULTANT) REPORT
Motion to approve Treasurer's Report dated March 31, 2007 indicating a cash balance of \$1,167,953.64.

Motion to approve the above consent items a-c.

MOTION: Mrs. Santora

SECOND: Mrs. Lih-Thiessen

ROLL CALL
VOTE: 7-0

CORRESPONDENCE

- a. Letter from Dr. Rosevear to PRIDE committee regarding Spring Celebration.
- b. Letter of appreciation to administrators, faculty, staff and Community United for Education members for helping to get out the vote for our 2007-2008 school budget.
- c. Letter to LDP Consulting from Mrs. Leonhardt, thanking them for picking up the cost of our Cobra Elect premium.
- d. Memo from Patricia Leonhardt regarding Workmen's Compensation claims history.

ACTION ITEMS (ROLL CALL VOTE)

- a. AMENDMENT TO ITEM "D" MARCH 26, 2007 TUITION FOR OUT OF DISTRICT PLACEMENTS FOR 2006-2007
A motion is necessary for inclusion in the minutes to accept the following cost for out-of-district placements for the remainder of the 2006-2007 school year (July 1, 2006 through June 30, 2007).

<u># STUDENTS</u>	<u>DESTINATION</u>	<u>COST (prorated)</u>
1	Alternative High School	\$21,512.00*

*Correction to original submission on 3/29/07 minutes to correct cost originally listed as \$17,345 for student starting March 30, 2007).

- b. ACCEPTANCE OF EXTRAORDINARY AID
 Motion to accept Extraordinary Aid for the 2006-2007 school year in the amount of \$30,963.00.

- c. MOTION FOR APPROVAL TO ATTEND WORKSHOPS
 Motion to approve the attendance of the following to attend workshops and to receive reimbursement for incurred expenses:

P. Leonhardt	5/9-11	\$345	(hotel) NJASBO Spring Conference
		242	(registration) Atlantic City
S. Kroll	5/4	43	Preschool students w/disabilities
			Holiday Inn, East Windsor

- d. EMPLOYMENT OF MICHELE WEIGHT AS SUBSTITUTE FOR MRS. GORDON
 Motion, as recommended by the superintendent, to employ Michele Weight as a substitute for Mrs. Gordon for the 2006-2007 school year (tentatively May 1, 2007 June 10, 2007).
- e. EMPLOYMENT OF MICHELE WEIGHT FOR LANGUAGE ARTS/LITERACY
 Motion, as recommended by the superintendent, to employ Michele Weight for Language Arts/Literacy for the 2007-2008 school year (September 1, 2007 through June 30, 2008). Ms. Weight will be placed on step 1 of the BA guide, or \$43,655.
- f. PURCHASE OF A QUARTER PAGE AD IN TEACHER RECOGNITION PROGRAM BOOKLET
 Motion to purchase a quarter page ad for \$200.00 to congratulate Mrs. Turbowitz, our Teacher of the Year.
- g. APPROVAL OF TUITION FOR OUT OF DISTRICT PLACEMENT FOR 2006-2007
 A motion is necessary for inclusion in the minutes to accept the following cost for out-of-district placement for the remainder of the 2006-2007 school year (April 3, 2007 through June 30, 2007).

<u># STUDENTS</u>	<u>DESTINATION</u>	<u>COST (prorated)</u>
1	Alternative High School	\$1,745.00/month

- h. APPROVAL OF TRANSFERS WITHIN THE 2006-2007 BUDGET

- a. That it is hereby determined that it is necessary to meet in Executive Session on April 26, 2007 to discuss
 - Superintendent's evaluation 2006-2007
 - 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 45 minutes.
- d. Action will not be taken upon return to Open Session.

MOTION: Mrs. Esposito SECOND: Mrs. Sarboukh VOTE: 7-0

RETURN TO OPEN SESSION AT 10:51 P.M.
Motion to return to Open Session

MOTION: Mrs. Lih-Thiessen SECOND: Mrs. Bolmer VOTE: 7-0

ADJOURNMENT
Business concluded, motion presented to adjourn the meeting at 10:51 p.m.

MOTION: Mrs. Bolmer SECOND: Mrs. Lih-Thiessen VOTE: 7-0

Respectfully submitted,

Patricia Leonhardt
Business Administrator/Board Secretary