

SOUTH BOUND BROOK BOARD OF EDUCATION
REGULAR MEETING
AUGUST 9, 2006

CALL TO ORDER

The meeting was called to order at 7:30 p.m. by board president Peter Allen, 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.

ROLL CALL

PRESENT: Mr. Allen, Mrs. Bolmer, Mrs. Lih-Thiessen and Mrs. Sarboukh. Mrs. Esposito arrived at 7:39 p.m.

ABSENT: Mr. Ambrose and Mrs. Santora

Also present were: Dr. Carol Rosevear, Superintendent; Mrs. Patricia Leonhardt, Business Administrator/Board Secretary; and Mrs. Laura Burkhardt.

APPROVAL OF AGENDA AND ADDENDUM

Motion presented to approve the agenda and addendum as presented to board members.

MOTION: Mrs. Sarboukh SECOND: Mrs. Bolmer VOTE: 4-0

APPROVAL OF MINUTES — JUNE 15, 2006 REGULAR MEETING

Motion presented to approve the minutes of the June 15, 2006 regular meeting.

MOTION Mrs. Bolmer SECOND: Mrs. Sarboukh VOTE: 4-0

SUPERINTENDENT REPORT

Dr. Rosevear reported that

- ◆ Our annual maintenance and repairs are on schedule
- ◆ Staffing is complete, with the exception of the ongoing search for our LDTC
- ◆ All of our aides are now highly qualified. Dr. Rosevear congratulated Mrs. Romano and Mrs. Fisher on successful completion of testing.

RECOGNITION OF PUBLIC

Mrs. Burkhardt asked whether the district is still in need of aides. Dr. Rosevear reported that there may still be a need in the special education area.

NOTE: Mrs. Esposito arrived at this time (7:39 p.m.) and acted on all remaining business of this meeting.

ADJOURNMENT TO EXECUTIVE SESSION AT 7:40 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 August 9, 2006 to discuss
 - Personnel matter concerning Media Center
 - Personnel matter concerning disability request
- 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: Mrs. Sarboukh

SECOND: Mr. Allen

VOTE: 5-0

RETURN TO OPEN SESSION AT 8:58 P.M.

Motion presented to return to Open Session at 8:58 p.m.

MOTION: Mrs. Lih-Thiessen

SECOND: Mr. Allen

VOTE: 5-0

CONSENT ITEMS

a. **APPROVAL OF PAYROLLS AND PAYMENT OF BILLS**

Motion to approve payment of bills per warrant listing dated June 30, 2006 in the amount of \$194,124.88 and warrant listing dated July 13, 2006 in the amount of \$167,432.72 as well as payrolls for June 2006 in the amount of \$404,228.12 and July 2006 in the amount of \$72,340.66.

b. **BOARD SECRETARY'S REPORT**

Motion to approve tentative Board Secretary's Report dated June 30, 2006 indicating a cash balance of \$938,330.97.

c. **TREASURER'S (CONSULTANT) REPORT**

Motion to approve tentative Treasurer's Report dated June 30, 2006 indicating a cash balance of \$938,330.97.

Motion to approve the above consent items, a through c.

MOTION: Mrs. Sarboukh

SECOND: Mrs. Lih-Thiessen

ROLL CALL

VOTE: 5-0

CORRESPONDENCE

- a. Letter from Pomptonian regarding final income figures for 2005-2006.
- b. Maxine Baharlias resume.
- c. Somerset County School Boards Association program listing

ACTION ITEMS (ROLL CALL VOTE)

a. **EMPLOYMENT OF AMY MARTINEZ-WRIGHT AS INSTRUCTIONAL AIDE**

Motion, as recommended by the superintendent, to employ Amy Martinez-Wright

as an instructional aide for the 2006-2007 school year (September 1, 2006 through June 30, 2007). Ms. Martinez-Wright will be placed on Step 1 of the salary guide at \$12,420.

b. EMPLOYMENT OF MAXINE BAHARLIAS, SOCIAL WORKER

Motion, as recommended by the superintendent, to employ Maxine Baharlias as Social Worker for the 2006-2007 school year (September 1, 2006 through June 30, 2007). Ms. Baharlias will be paid \$250 per diem (two days/week).

c. TUITION FOR OUT-OF-DISTRICT PLACEMENTS FOR 2006-2007

Motion presented for inclusion in the minutes to accept the following costs for out-of-district placements for the 2006-2007 school year (July 1, 2006 through June 30, 2007):

<u># STUDENTS</u>	<u>DESTINATION</u>	<u>COST</u>
1	Sage Day	\$36,925
1	Bright Beginnings	39,960
1	Lakeview (Extended school year)	10,290
1	Lakeview	61,740
3	High Road Upper	31,791.60 ea.
1	Somerset Alt. Academy	35,895

d. PART-TIME SUMMER CLERICAL HELP, CHILD STUDY TEAM

Motion to approve part-time employment of Lindsay DeGiralamo at \$7.50 per hour in the Child Study Team, not to exceed \$1500.00 for both clerical employees.

e. APPROVAL OF EXTRACURRICULAR APPOINTMENTS FOR 2006-2007

Motion to approve the following extracurricular appointments for the 2006-2007 school year:

Interscholastic Basketball	Michael Riley, Jason Kries**
Cheerleading	Nicole Apice**
Eighth Grade Advisor	Vincent Reo
Yearbook Advisor	Vincent Reo
Student Council	Susan Asher
Robotics	Jason Kries
Intramural Basketball	Susan Asher & Michael Riley
Intramural Volleyball (2)	Susan Asher & Sharyn Weikel
Intramural Cupstacking	Sharyn Weikel
Intramural Pickleball	Michael Riley
Intramural Bowling	Sharyn Weikel
Intramural Softball	Joseph Bsarany, Michael Riley
Intramural Flag Football	Joseph Bsarany
Intramural Soccer	Joseph Bsarany
Intramural Hockey	Joseph Bsarany
Intramural Team Handball	Joseph Bsarany
Literary Magazine	Roberta Blake

Family Science (3/4)
Family Tools & Tech (6/7)
Family Math (3/4)
Family Math (5/6)

Nancy Ambrose, Sue High
Vinnie Reo, Lorraine Lidon
Nancy Ambrose, Sue High
Nicole Apice, Christine Ostrowski

**These positions are paid through Bound Brook payroll.

f. **JOINT TRANSPORTATION AGREEMENT WITH BRIDGEWATER/RARITAN SCHOOL DISTRICT**

Motion to authorize joint transportation agreement with the Bridgewater/Raritan School District (retroactive) from April 7, 2006 to June 30, 2006 at a cost of \$13 per day.

g. **RENEWAL OF FOOD SERVICE CONTRACT WITH POMPTONIAN FOR 2006-2007**

Motion to approve renewal of Pomptonian as food service management company for the 2006-2007 school year by adopting the following resolution:

FOOD SERVICE 2006-2007 MANAGEMENT FEE AND GUARANTEE LANGUAGE

The Food Service Management Company shall receive, in addition to the costs of operation, a fee of \$.1233 per reimbursable meal and meal equivalent to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The Local Education Agency guarantees the payment of such costs and fee to the Food Service Management Company.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal management fee of \$.1233 will be multiplied by total meals.

The Food Service Management Company guarantees the Local Education Agency a no cost of operation to the district. This guarantee is contingent upon the guarantee requirements as stated below:

- ▶ Minimum of 168 serving days
- ▶ All data provided by the board is accurate
- ▶ Adoption of Student Lunch Price List and Faculty Lunch Price List
- ▶ Reimbursement rates for 2006-2007 are not less than 2005-2006
- ▶ Value of commodities for 2006-2007 is not less than 2005-2006
- ▶ Enrollment remains constant
- ▶ The Local Education Agency is responsible for kitchen equipment

maintenance and repair, smallwares purchases, and cleaning of floors in dining room and kitchen area

- ▶ All equipment must be in working order to properly facilitate lunch service
- ▶ No change in school policy that significantly affects operating expenses
- ▶ No significant changes in the State of New Jersey or Federal regulations that adversely affect sales, participation, and the economic efficiency of the food service program
- ▶ The Offer versus Serve policy is maintained
- ▶ No competitive sales during cafeteria operating hours
- ▶ No exclusives affecting cafeteria operations
- ▶ Based on the Labor Schedule submitted with the proposal

a. **APPROVAL OF LUNCH PRICES FOR THE 2006-2007 SCHOOL YEAR**

Motion to approve the attached lunch prices for the 2006-2007 school year, noting that the price of all full meals, lunch and breakfast, remains unchanged.

i. **APPROVAL OF FOOD SERVICE BIOSECURITY PLAN**

Motion to approve enclosed Food Service Biosecurity Plan for the South Bound Brook school district (to be provided at meeting).

j. **APPROVAL OF CONSORTIUM FOR TITLE III FUNDS**

Motion for the South Bound Brook Board of Education to enter into a consortium, joining with Bedminster and headed by Green Brook, for the processing of our FY07 Title III funds in the amount of \$7,546.

k. **MOTION FOR APPROVAL FOR WORKSHOPS, CONFERENCES, MEETINGS, SEMINARS AND CONVENTIONS**

Motion to approve workshops, conferences, meetings, seminars and conventions for the 2006-2007 school year for staff members, contingent upon event being deemed appropriate and having received approval by the Superintendent of Schools and/or her designee.

l. **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.

m. **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.

n. **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 2006-07 school year, for all staff and board members for an amount not to exceed \$25,000.00.

o. **LEAVE OF ABSENCE FOR MRS. MAISLIN**
 Motion to approve sick leave for Deirdre Maislin commencing September 5, 2006 through the expiration of her sick leave. At that time, Mrs. Maislin is requesting an unpaid Family Medical Leave until November 1, 2006.

p. **APPROVAL OF TRANSFERS WITHIN 2005-2006 CURRENT EXPENSE BUDGET**
 Motion to approve the following transfers to avoid over expenditure of accounts:

FROM:	TO:	AMOUNT:
12-000-400-450 (Construction Services)	12-000-100-730 (Undistributed Expense Instruction)	\$11,791.00
11-215-100-101 (PreKD Salary)	11-204-100-101 (LLD Teacher Salary)	1,152.50
11-215-100-101 (PreKD Salary)	11-213-100-101 (Resource Room Salary)	899.60
11-000-213-300 (Purch Prof/Tech)	11-000-219-800 (Support Services Other)	328.81
11-000-213-300 (Purch Prof/Tech)	11-000-222-101 (Library Salary)	797.50
11-000-223-320 (Inst. Staff Training)	11-000-221-104 (Salary Other Professional)	2,109.35
11-120-100-101 (Grade 1-5 Salary)	11-110-100-101 (Kindergarten Salary)	767.50
11-120-100-101 (Grade 1-5 Salary)	11-000-262-100 (Oper Plant Salary)	40.82
11-120-100-101 (Grade 1-5 Salary)	11-000-262-441 (Rentals)	240.90
11-130-100-101 (Grade 6-8 Salary)	11-000-262-620 (Heat and Electric)	5,500.00
11-120-100-101 (Grade 1-5 Salary)	11-000-262-620 (Heat and Electric)	7,500.00
11-000-291-170 (Health Benefits)	11-000-261-420 (Cleaning/Repair/Maintenance)	2,214.70
11-000-100-566 (Private Tuition)	11-401-100-101 (Co-Curricular Salary)	1,235.00
11-000-100-566 (Private Tuition)	11-000-221-104 (Salary Other Professional)	2,676.42
11-000-100-566 (Private Tuition)	11-000-230-590 (Other Purchased Services)	103.00
11-000-100-566 (Private Tuition)	11-000-230-890 (Miscellaneous Expenditures)	128.71
11-000-100-566 (Private Tuition)	11-000-240-103 (School Administrator Salary)	2,169.42
11-000-100-566 (Private Tuition)	11-000-261-610 (Operation Plant Supplies)	461.62
11-000-100-566 (Private Tuition)	11-000-262-620 (Heat and Electric)	24,707.48
11-000-100-566 (Private Tuition)	11-000-291-270 (Health Benefits)	678.74

q. **EMPLOYMENT OF PART-TIME CLERICAL HELP FOR 2006-2007**

Motion to approve part-time employment of Kathy Cascio at \$70/day (prorated for hourly) on as-needed basis for the 2006-2007 school year (July 1, 2006 through June 30, 2007).

Motion to approve action items a-q:

MOTION: Mrs. Sarboukh

SECOND: Mrs. Bolmer

ROLL CALL
VOTE: 5-0*

*item "l" vote was 4-1; Mr. Allen voted nay.

COMMITTEE REPORTS

NEGOTIATIONS: Chairperson Sarboukh reported that the final salary guides are in the hands of the RMEA.

BOUND BROOK: Mrs. Esposito reported on the lawsuit served to Bound Brook. She reiterated the importance of attendance at our joint meeting with the Bound Brook Board of Education on Thursday, August 17. Mrs. Sarboukh commented on the promise by Bound Brook as to the presentation of student schedules by mid-July. As of a phone call today, they are not yet ready.

OLD BUSINESS

- ✓ Pat Leonhardt reported that replacement lights have been delivered for one classroom. Installation is scheduled for Monday, August 14.
- ✓ Mrs. Leonhardt reported on the improvements to the McLaughlin gym.
- ✓ Mr. Allen discussed a letter he received from the National School Boards Association, requesting that South Bound Brook BOE join.

NEW BUSINESS

- ★ **Notice to Adjacent Property Owners** – An application has been filed for property located at 161 Edgewood Terrace for use as a used car dealership and auto mechanic shop in a residential zone. The hearing is scheduled for August 15, 2006 at 7:30 p.m. in the Municipal Building.
- ★ **Staffing** – Mrs. Esposito inquired as to the status of staffing. Dr. Rosevear responded that all positions are filled with the exception of the LDTC spot.
- ★ Mrs. Bolmer requested communication with all parents addressing where students are to enter for each grade.
- ★ The board agreed to meet at 6:30 on August 17 for closed session.

RECOGNITION OF PUBLIC

Mrs. Burkhardt referred to the teacher welcome breakfast and asked which exact day it will be held. The date has not yet been determined. She also referred to our LDTC position and the potential for shared services with other districts. Dr. Rosevear replied that overtures were made and no positive responses were received.

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ADJOURNMENT

Business concluded, motion presented to adjourn the meeting at 9:38 p.m.

MOTION: Mrs. Sarboukh

SECOND: Mrs. Lih-Thiessen

VOTE: 5-0

Respectfully submitted,

Patricia Leonhardt
Business Administrator/Board Secretary