

SOUTH BOUND BROOK BOARD OF EDUCATION  
**REGULAR MEETING**  
NOVEMBER 19, 2009

CALL TO ORDER

The meeting was called to order at 7:40 p.m. in room 140 by board president Allison Lih-Thiessen 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, Mr. Ambrose, Mrs. Esposito, Mrs. Lih-Thiessen, Mrs. Sarboukh

ABSENT: Mrs. Bolmer, Mrs. Santora

Also present were Dr. Carol L. Rosevear, Superintendent; Joseph J. Marra, Business Administrator/Board Secretary; architect Kevin Settembrino; auditor Wayne Miller; attorney Stephen Fogarty; staff members Sue High, Helene Murray, Megan Drury, Patricia Turbowitz, Linda DiBenedetto, Laura DeRuve, Nancy Ambrose and Nancy Kordell; Chris Shoffner, liaison from the Borough Council; and Steven Fry.

APPROVAL OF AGENDA AND ADDENDUM

Motion to approve agenda and addendum as distributed to board members.

MOTION: Mrs. Esposito                      SECOND: Mrs. Sarboukh              VOTE: 5-0

APPROVAL OF MINUTES – October 15, 2009

Motion to approve minutes of October 15, 2009 Regular Meeting.

MOTION: Mr. Ambrose                      SECOND: Mr. Allen                      VOTE: 5-0

SUPERINTENDENT'S REPORT

**Audit Report:** Auditor Wayne Miller of Suplee, Clooney presented the 2008-2009 audit, which had no recommendations.

**Nursing Services Plan:** Mrs. Murray presented the district's Nursing Services Plan.

**H1N1 Update:** Mrs. Murray reported a flyer was sent home to families advising the community on how to prevent and deal with probable symptoms. She stressed that communication with parents is essential. Preventative measures in the district include sanitizers, soap dispensers and paper towels in classrooms. The district is compiling statistics on number of cases. Mrs. Murray reported about 15 cases per day present with flu-like symptoms. Mrs. Esposito asked where students can find vaccine. The district has advised parents where to find

vaccine. Dr. Rosevear mentioned that Robert Morris was not selected to distribute vaccine.

**Update G/T:** Mrs. High reported an eight-member committee has been established to implement a G&T program, including Mr. Donahue, three teachers and parents. The initial implementation is scheduled for December 1, 2009. Mrs. Lih-Thiessen provided information to Mrs. High that she received in Atlantic City in reference to the G&T program.

**AYP:** Dr. Rosevear advised that Mr. Donahue said AYP scores are not yet available.

#### RECOGNITION OF PUBLIC

Mr. Fry questioned out-of-district placement to Hillsborough. Mr. Marra advised that the student is a special education student. Mr. Fry also reported he has issues with the cafeteria caused by a staff member.

Chris Shoffner thanked the district on behalf of the Recreation Department and kudos for implementing an interscholastic athletic program.

#### ADJOURNMENT TO EXECUTIVE SESSION (8:05 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 19, 2009 to discuss
  - Employment related issues
  - Contract negotiations
  - Grievances
  - Facilities project issues
- 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 one hour.
- d. Action will be taken upon return to Open Session.

MOTION: Mrs. Sarboukh                      SECOND: Mrs. Esposito      VOTE: 5-0

#### RETURN TO OPEN SESSION (TIME:9:45 p.m.)

Motion to return to Open Session.

MOTION: Mrs. Sarboukh                      SECOND: Mrs. Esposito      VOTE: 5-0

#### CONSENT ITEMS

- a. PAYMENT OF BILLS  
Motion to approve payment of bills per warrant listing dated November 19, 2009 in the amount of \$1,806,099.48 as well as payrolls for October 2009 in the amount of \$385,297.13.
- b. BOARD SECRETARY'S REPORT  
Motion to approve Board Secretary's Reports dated September 30, 2009,



<u>Route #</u>	<u>Description</u>	<u>Cost</u>
VTA/PST	Vo-Tech to BBHS	\$4,050.00
VTA/PST	BBHS to Vo-Tech	5,165.20
VTA/PM	Vo-Tech to BBHS	1,650.00
TOTAL		\$10,865.20

APPROPRIATION LINE 11-000-270-513

- d. JOINT TRANSPORTATION AGREEMENT WITH HILLSBOROUGH BOARD OF EDUCATION  
RESOLVED, that the South Bound Brook Board of Education approves the Joint Transportation Agreement between the Hillsborough Board of Education (host district) and the South Bound Brook Board of Education (joiner district) for the 2009-2010 extended school year from July 6, 2009 through August 14, 2009 as per the following:

<u>Route #</u>	<u>Description</u>	<u>Cost</u>
SUM8/AUT1	Hillsborough High School	\$789.20

APPROPRIATION LINE 11-000-270-514

- e. APPROVAL OF SUBSTITUTES FOR THE 2009-2010 SCHOOL YEAR  
Motion to approve the following substitute teachers for the 2009-2010 school year (September 1, 2009 through June 30, 2010):

Wondwosse Anbessie  
Mithu Chenji  
Georgia Fernicola  
Crystal Homowitz  
Thomas VanCleaf

APPROPRIATION LINE 11-120-100-101

- f. UPDATE TO UNIFORM STATE MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS  
Motion to accept the Memorandum of Agreement between education and law enforcement officials dated October 28, 2009. These procedures were developed by the Superintendent of Schools and Chief of Police and will be approved by the County Superintendent of Schools and the County Prosecutor.
- g. MOTION FOR CONCRETE STAIR REPLACEMENT AWARD  
WHEREAS, the Board of Education solicited quotes from Two (2) recommended construction companies to remove and replace concrete exterior steps on Robert Morris School, which yielded the following for consideration:

Partyka Construction	\$20,200.00
Rocon Contracting, Inc.	20,482.00

NOW, THEREFORE BE IT RESOLVED that the South Bound Brook Board of Education, upon the recommendation of the superintendent, awards the contract for the concrete stair replacement to Partyka Construction, in the amount of \$20,200.00. All installation will be completed during Academic Year 2009-2010.

APPROPRIATION LINE 11-000-261-420

Mr. Ambrose questioned the timing of the repair. Mr. Marra advised that the repair was subject to weather conditions. It will be done during either winter break or spring break.

- h. TRANSFERS WITHIN THE 2009-2010 SCHOOL BUDGET  
Motion to approve the following transfers, made to avoid over expenditure of accounts:

<u>FROM:</u>	<u>TO:</u>	<u>AMOUNT</u>
11-000-100-566 Tuition Priv	12-000-400-731 Instr Eqpt	\$35,093.00
11-000-100-566 Tuition Priv	12-000-400-732 Non-In Eqpt	13,680.00
11-000-100-566 Tuition Priv	11-190-100-640 Textbooks	11,500.00

Mr. Ambrose requested information on the type of instructional equipment. Mr. Marra advised it includes laptop computers and a computer cart.

- i. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN  
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.

- j. MOTION TO APPROVE NO CHILD LEFT BEHIND (NCLB) TITLE I SALARY FUNDING  
Motion to authorize the funding of Debrah D'Alessandro's full salary from the No Child Left Behind (NCLB) FY10 Title I allocation. Mrs. D'Alessandro's full salary of \$51,685 will come from these funds.

APPROPRIATION LINE 20-231-100-101

- k. MOTION TO APPROVE THE USAGE OF ARRA STABILIZATION FUNDS – ESF AND GSF  
Motion to approve the funding of the following staff from ARRA Stabilization Funds – ESF and GSF (amounts are only a percentage of employees' contractual salaries):

FUND 16-130-100-101 ESF	
N. Ambrose	\$66,442.50
N. Apice	42,106.50
R. Blake	67,567.50
J. Bsarany	50,467.50
L. Butynes	43,546.50
M. Drury	41,458.50
C. Klimas	51,386.94
V. Peck	71,527.50
V. Reo	67,567.50
S. Bartocci	11,799.90
FUND 17-130-100-101 GSF	
B. Coddington	19,893.06
TOTAL	\$533,763.90

Mr. Ambrose inquired about this board action. Mr. Marra explained it relates to federal funds being used to fund these salaries, as per county education office instructions.

- l. RESOLUTION TO ALLOW TRANSFER OF FUNDS FROM BANK OF AMERICA TO TD BANK  
Motion to allow Business Administrator Joseph Marra to transfer funds from Bank of America to TD Bank (all accounts), as necessary, before the December board meeting.
- m. RESOLUTION ESTABLISHING THE MAXIMUM ALLOWABLE CAPITAL RESERVE DEPOSIT AMOUNT  
WHEREAS, the Department of Education required New Jersey school districts to annually approve the maximum allowable Capital Reserve Account deposit amount; and

WHEREAS, the Capital Reserve Account is established to support Long Range Facilities Plan project;

NOW THEREFORE BE IT RESOLVED, that the South Bound Brook Board of Education has approved a capital reserve deposit in an amount not to exceed \$2,797,165, which represents 49% of the long range facilities plan submitted by the Board of Education to the New Jersey Department of Education in the amount of \$5,708,500 (adjusted) filed in December of 2005. The total estimated state support is fifty-one percent (51%) of the total amount or \$2,911,335.

n. APPROVAL OF CONTRACT WITH KATHY KARLOVICH AS OCCUPATIONAL THERAPIST

Motion, as recommended by the superintendent, to contract with Kathy Karlovich as part-time Occupational Therapist for the 2009-2010 school year (November 20, 2009 through June 30, 2010) at an hourly rate of \$80.00.

APPROPRIATION LINE 11-000-217-320

o. APPROVAL OF EASTERN ARMORED SERVICES, INC. SERVICE AGREEMENT

Motion to approve contract with Eastern Armored Services, Inc. from December 1, 2009 through November 30, 2010 for pickup, transport, and delivery of TD Bank deposits each school day. This service will be provided by TD Bank at no cost to the district.

p. APPROVAL OF NURSING SERVICES PLAN FOR 2009-2010

Motion to approve the Nursing Services Plan for the South Bound Brook School District for 2009-2010.

q. APPROVAL OF CONTRACT WITH SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION FOR TWO (2) PSYCHOLOGICAL EVALUATIONS

Motion, as recommended by the superintendent, to contract with Somerset County Educational Services Commission for two (2) psychological evaluations at \$490 each, for a total of \$980.00.

APPROPRIATION LINE 11-000-219-320

Motion to approve above Action Items, a through q.

MOTION: Mr. Allen

SECOND: Mrs. Esposito

ROLL CALL  
VOTE: 5-0

COMMITTEE REPORTS

BOUND BROOK: Mr. Allen thanked Bound Brook on behalf of the South Bound Brook Board of Education for the interscholastic program.

Bound Brook may be discontinuing their Autism class.

NEGOTIATIONS: Mrs. Sarboukh reported that negotiations continue on the salary guide.

OLD BUSINESS

Mr. Allen reported that the motion detector installation is not scheduled. Mrs. Lih-Thiessen had a question for Commissioner Davy about the increase in NJASK scores after the tests were done. This may result in a school being classified as AYP. Commissioner Davy would be willing to do a public notice.

NEW BUSINESS

RESOLUTION ACCEPTING THE RETIREMENT OF DR. CAROL ROSEVEAR AS SUPERINTENDENT

RESOLVED, that the South Bound Brook Board of Education accept, with regret, the retirement of Dr. Carol Rosevear, Superintendent, effective April 1, 2010.

MOTION:

SECOND:

VOTE:

RECOGNITION OF PUBLIC

Dr. Rosevear addressed the public about her resignation.

ADJOURNMENT

Business concluded, motion presented to adjourn the meeting at 9:56 p.m.

MOTION: Mr. Ambrose

SECOND: Mrs. Esposito

VOTE: 5-0

Respectfully submitted,

Joseph J. Marra  
Business Administrator/Board Secretary





