

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING AGENDA
MONDAY, NOVEMBER 25, 2013
7:00 P.M.**

I. MEETING CALLED TO ORDER

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF OPEN PUBLIC MEETINGS ACT

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Green Brook Township Public School District of Somerset County has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Green Brook Township Clerk's Office and the Courier News. This notice was faxed to the above on January 8, 2013, and posted in the Green Brook Middle School and the Irene E. Feldkirchner Elementary School.

IV. ROLL CALL

V. SUPERINTENDENT'S REPORT

- Comprehensive Annual Fiscal Report (CAFR)
 - Warren Korecky, Suplee. Clooney and Company
- 2014-15 Buildings and Grounds and Capital Projects Proposed Budget Presentation
- Strategic Action Plan Update
 - November 15th and 16th Planning Conference
- *November 5, 2013 Board of Education Election Results*

Staff Coverage for October

Number of Substitute Days	117
Number of Substitutes	18
Cost of Substitutes	\$9,508.45
Number of Staff Coverage Periods	17
Cost of Staff Coverage	\$578.00

Staff Attendance for October

Administration	100%	Facilities & Operations	100%
Teachers	97 %	Aides	93%
Transportation	97%	Office Personnel	94%

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**ALL ADDENDUM ITEMS ARE ITALICIZED*

Student Attendance for October

IEF	97.36%
GBMS	98.00%

VI. CORRESPONDENCE

VII. MINUTES

VIII. PUBLIC QUESTIONS & COMMENTS (AGENDA ITEMS ONLY)

IX. FINANCE/BUILDINGS & GROUNDS

Discussion Item : Committee Report

- A.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the bills for November in the following amounts for the 2013-2014 school year:*

*Fund 10
Fund 11
Fund 12
Fund 20
Fund 30
Total*

- B.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution for the 2013-2014 school year:*

WHEREAS, the Board of Education has received the attached reports of the treasurer and secretary for the month of September, and

WHEREAS, these reports show the following balances on September 30, 2013:

WHEREAS, in compliance with N.J.A.C.6:20-2A.10(d) the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education,

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FUND -	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
<i>(10) General Current Expense Fund</i>			
<i>(11)Current Expense</i>	4,103,279.77	20,478,040.56	21,305,101.21
<i>(12)Capital Outlay</i>			
<i>(20)Special Revenue Fund</i>	231,639.93	292,940.59	317,712.65
<i>(30)Capital Projects Fund</i>	283,624.78	840.00	514,880.89
<i>(40)Debt Service Fund</i>	246,621.33	1,357,675.00	1,378,798.85
TOTAL	4,865,165.81	22,129,496.15	23,516,493.60

NOW THEREFORE, BE IT RESOLVED, the Board of Education accepts the above referenced reports and certification, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6:20-2A.10(e), the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section), to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C.6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

C. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the transfers for September 1, 2013 through September 30, 2013.*

D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the disbursements for the following payroll period for the 2013-2014 school year:

October 31, 2013	\$424,109.30
November 15, 2013	\$454,192.86

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following workshop and mileage reimbursement for the 2013-2014 school year, as follows:

<u>Employee</u>	<u>Date</u>	<u>Workshop/Meeting</u>	<u>Cost</u>	<u>Mileage</u>	<u>Cost</u>
<i>L. Hauser</i>	<i>02/24-25/14</i>	<i>2014 NJAHPERD Annual Convention</i>	<i>\$100</i>	<i>---</i>	<i>---</i>
<i>R. Labbe</i>	<i>01/24/14</i>	<i>Staying out of Legal Hot Water in Special Education</i>	<i>\$149</i>	<i>80.8</i>	<i>\$25.05</i>

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- F. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the tuition reimbursement to Lauren Hauser for the following three-credit 2013-2014 fall graduate course at Rowan University: Program Planning in Health Promotion, in the amount of \$1,944, for the 2013-2014 school year.
- G. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval Watchung Hills Regional High School out-of-district placement for Student ID# 152557 at Union County Vocational Technical Schools in the amount of \$6,000, for the 2013-2014 school year.*
- H. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to transport Watchung Hills Regional High School students to Menlo Park Mall (Barnes & Noble) on December 6, 2013 for a field trip, at a total revenue of \$300 (5 hours, \$60 per hour), for the 2013-2014 school year.*
- I. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to contract with James Nichols to provide SDA Facilities Services for the Green Brook Township School District, at a rate of \$135 per hour, for the 2013-2014 school year.*
- J. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept a 1973 Chevrolet Light Duty Truck (VIN #CKY233B174888) donated to the Green Brook Township School District from the Township Green Brook, for the 2013-2014 school year.*

X. EDUCATIONAL DEVELOPMENT/POLICY

Discussion Item: Committee Report

- A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following class trips, at no cost to the Board of Education, for the 2013-2014 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>
January 9/10, 2014	Buehler Challenger Center Paramus, NJ	Gr. 6/Science
January 24, 2014	State House Amex Trenton, NJ	GATE 8/Social Studies
March/April 2014 (TBD)	State House Amex Trenton, NJ	GATE 8/Social Studies
<i>January 14/15, 2014</i>	<i>Morris Museum Morristown, NJ</i>	<i>Gr. 3</i>

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- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Second Reading of the following Policies and Regulation, for the 2013-2014 school year: (See Attachments)

Policy No.:

- 5512 Harassment, Intimidation and Bullying (M)
4124 Employment Contract

Regulation No.:

- 5512 Harassment, Intimidation or Bullying Investigation Procedure (M)

- C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the November 2013 HIB Report, including any recommendations for action provided by the Superintendent for the 2013-2014 school year.*
- D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the First Reading of the following Policies, for the 2013-2014 school year: (See Attachments)*

Policy No.:

- 3144.12 Certification of Tenure Charges – Inefficiency (M) (New)
3144.3 Suspension Upon Certification of Tenure Charge (New)
3372 Teaching Staff Member Tenure Acquisition (New)
3373 Tenure Upon Transfer or Promotion (New)

XI. PERSONNEL/NEGOTIATIONS

Discussion Item : Committee Report

- A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the March 21, 2013 resolution approving Erin Jones, Grade 5 teacher in the Green Brook Middle School, for an unpaid child care leave, from effective dates of September 3 through November 29, 2013, to effective dates of September 3 through December 31, 2013, for the 2013-2014 school year.
- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the August 26, 2013, resolution approving Michele Wolkun to serve as a long-term Grade 5 maternity leave substitute teacher in the Green Brook Middle School, replacing Erin Jones, from effective dates of September 3 through November 29, 2013, to effective dates of September 3 through December 31, 2013, at a salary of \$49,640.00, prorated, and subject to termination upon a ten-day notice for any reason, for the 2013-2014 school year.

- C.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 24, 2013 resolution approving Leslie Christadore, Grade 1 teacher in the Irene E. Feldkirchner Elementary School, for a paid sick leave, from effective dates of October 11 through November 25, 2013 to effective dates of October 11 through December 2, 2013, for the 2013-2014 school year.
- D.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 24, 2013 resolution approving Leslie Christadore, Grade 1 teacher in the Irene E. Feldkirchner Elementary School, for an unpaid child care leave, from effective dates of November 26, 2013 through March 5, 2014, to effective dates of December 3 through March 7, 2014, for the 2013-14 school year.
- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the September 23, 2013 resolution approving Teresa Giordano to serve as a Grade 1 long-term maternity leave substitute teacher in the Irene E. Feldkirchner Elementary School, replacing Leslie Christadore, from effective dates of October 11, 2013 through March 5, 2014, to effective dates of October 11, 2013 through March 7, 2014, at a salary of \$49,640.00, prorated, and subject to termination upon a ten-day notice for any reason, for the 2013-2014 school year.
- F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the November 11, 2013 resolution approving Jeff Danon to serve as a Math Teacher in the Green Brook Middle School, replacing Michele Freda, Level M, Step 2, at a salary of \$52,140, adjusted to \$51,879.30 (prorated), from an effective date of November 25, 2013, to an effective date of December 2, 2013, for the 2013-2014 school year.
- G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the October 28, 2013 resolution approving the paid sick days for employee no. 0604 from October 15 through November 5, to effective dates of October 15 through November 1, 2013, for the 2013-2014 school year.
- H.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the September 23, 2013 resolution approving the unpaid sick leave for Employee No. 0075 from effective dates of October 29 through November 26, 2013, to effective dates of October 29, through November 29, 2013, for the 2013-2014 school year.
- I.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Este Jelmert to serve as an instructional aide in the ABA Program in the Irene E. Feldkirchner Elementary School, effective December 2, 2013, Step 1, at an hourly rate of \$17.95, for the 2013-2014 school year. (See Attachment)
- J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following named individuals to serve as a substitute classroom aides, in the

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Green Brook Township School District, at a daily rate of \$74.41, for the 2013-2014 school year.
(See Attachments)

Lauren Blackwood
Danielle Sauer

- K.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following named individuals to serve as a substitute secretaries, in the Green Brook Township School District, at a daily rate of \$74.41, for the 2013-2014 school year.
(See Attachments)

Terri Marano
Danielle Sauer

- L.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following named individuals to serve as substitute teachers, in the Green Brook Township School District, at a daily rate of \$85.00, for the 2013-2014 school year.
(See Attachments)

Lauren Blackwood (county)
Jenny Coelho (county)
Benjamin Cohen (county)
Jeff Danon (permanent)
Danielle Sauer (county)

- M.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Sandra Stanton to serve as the Supervisor of Instruction for the Green Brook Township School District, effective January 2, 2014, at an annual salary of \$95,000, prorated, for the 2013-2014 school year. (See Attachment)*

- N.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Timothy Charleston to serve as the Supervisor of Instruction for the Green Brook Township School District, effective January 2, 2014, at an annual salary of \$95,000, prorated, for the 2013-2014 school year. (See Attachment)*

- O.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following named individual to serve as a substitute teacher, in the Green Brook Township School District, at a daily rate of \$85.00, for the 2013-2014 school year.*

Chantal Reffler (county/renewal)

- P.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following named individual to serve as a substitute nurse, in the Green Brook Township School District, at a daily rate of \$125.00, for the 2013-2014 school year.*

Joyce Papcun (county/renewal)

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XII. PUBLIC QUESTIONS AND COMMENTS

XIII. GENERAL

XIV. LEGISLATIVE

XV. SCHOOL/ TOWNSHIP & COMMUNITY RELATIONS

XVI. WATCHUNG HILLS BOARD OF EDUCATION

XVII. NEW JERSEY SCHOOL BOARDS REPRESENTATIVE

XVIII. SOMERSET COUNTY SCHOOL BOARDS ASSOCIATION

XIX. SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION

XX. PTO REPORT

XXI. OLD BUSINESS

XXII. NEW BUSINESS

XXIII. BOARD MEETING DATES

Agenda/Business Meeting

Monday, December 9, 2013

XXIV. ADJOURNMENT

A. Recommend Board approval to adjourn the meeting at P.M.

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