

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING AGENDA  
MONDAY, DECEMBER 9, 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**

- 2012-2013 Student Growth Percentiles (SGP)
- *Strategic Action Plan Update*
- *Budget Calendar Update*

**Staff Coverage for November**

<i>Number of Substitute Days</i>	102.5
<i>Number of Substitutes</i>	19
<i>Cost of Substitutes</i>	\$8,422.43
<i>Number of Staff Coverage Periods</i>	31
<i>Cost of Staff Coverage</i>	\$1,054.00

**Staff Attendance for November**

<i>Administration</i>	100%	<i>Facilities &amp; Operations</i>	97%
<i>Teachers</i>	97 %	<i>Aides</i>	96%
<i>Transportation</i>	98%	<i>Office Personnel</i>	94%

**VI. CORRESPONDENCE**

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\*ALL ADDENDUM ITEMS ARE ITALICIZED

**VII. MINUTES**

<i>Agenda/Business Meeting</i>	<i>Monday, October 28, 2013</i>
<i>Workshop Meeting</i>	<i>Monday, November 11, 2013</i>
<i>Agenda/Business Meeting</i>	<i>Monday, November 25, 2013</i>

**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 December 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 October 31, 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,*

<b>FUND -</b>	<b>CASH BALANCE</b>	<b>APPROPRIATION BALANCE</b>	<b>FUND BALANCE</b>
<i>(10) General Current Expense Fund</i>			
<i>(11)Current Expense</i>	<i>\$3,609,115.86</i>	<i>\$22,717,396.37</i>	<i>\$19,020,364.97</i>
<i>(12)Capital Outlay</i>			
<i>(20)Special Revenue</i>	<i>\$224,540.50</i>	<i>\$289,228.97</i>	<i>\$310,613.22</i>

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<i>Fund</i>			
<i>(30)Capital Projects Fund</i>	\$283,589.83	\$840.00	\$514,880.89
<i>(40)Debt Service Fund</i>	\$366,288.49	\$1,357,675.00	\$1,378,795.85
<i>TOTAL</i>	\$4,483,534.68	\$24,365,140.34	\$21,224,654.93

*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 October 1, 2013 through October 31, 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:*
- November 30, 2013                      \$424,525.40*
- E.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to designate Monday, January 6, 2014 as the 2014 Board of Education Reorganization Meeting at 7pm in the Green Brook Middle School Media Center.*
- F.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to contract with Industrial Appraisal Company to conduct an on-site inspection and appraisal of the buildings, site improvements, fixed equipment and movable equipment for the amount of \$3,440.00, for the 2013 -2014 school year.*
- G.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following workshops and mileage reimbursements for the 2013-2014 school year, as follows:*

<i>Employee</i>	<i>Date</i>	<i>Workshop/Meeting</i>	<i>Cost</i>	<i>Mileage</i>	<i>Cost</i>
<i>A. Berger</i>	<i>3-21-14</i>	<i>Symposium for Speech Language Specialists</i>	<i>\$140</i>	<i>178.6</i>	<i>\$55.37</i>
<i>G. Brennan</i>	<i>1-30/31-14</i>	<i>Techspo Registration: Hotel:</i>	<i>\$385.00 \$109.00</i>	<i>224</i>	<i>\$69.44</i>
<i>T. Charleston</i>	<i>1-30/31-14</i>	<i>Techspo</i>		<i>224</i>	<i>\$69.44</i>

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		<i>Registration:</i>	\$385.00		
		<i>Hotel:</i>	\$109.00		
<i>P. Guevara</i>	<i>1-30/31-14</i>	<i>Techspo</i>		224	\$69.44
		<i>Registration:</i>	\$385.00		
		<i>Hotel:</i>	\$109.00		
<i>L. Hauser</i>	<i>1-31-14</i>	<i>Adaptive P.E. for Students with</i>	\$100.00	---	---
		<i>Special Needs – Grades K-8</i>			
<i>R. Labbe</i>	<i>1-30/31-14</i>	<i>Techspo</i>		224	\$69.44
		<i>Registration:</i>	\$385.00		
		<i>Hotel:</i>	\$109.00		
<i>M. Silver</i>	<i>3-07-14</i>	<i>23<sup>rd</sup> Annual NJAGC</i>	\$189.99	---	---
		<i>Conference</i>			

**H.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following chaperones for the 8<sup>th</sup> Grade class trip to Williamsburg, Virginia, from June 4, 2014 through June 6, 2014, at a cost to the Board as referenced below, for the 2013-2014 school year:

<u>Employee</u>	<u>Title</u>	<u>Per Night</u>	<u>Total</u>
L. Pollard	Principal	\$200	\$400
C. Seracka	Nurse	\$175	\$350
K. Eppinger	Teacher	\$150	\$300
R. Esposito	Teacher	\$150	\$300
C. Fox	Teacher	\$150	\$300
D. McFadden	Teacher	\$150	\$300
P. McNamara	Teacher	\$150	\$300
M. Miller	Teacher	\$150	\$300
M. Silver	Teacher	\$150	\$300
K. Smith	Teacher	\$150	\$300
M. Tufaro	Teacher	\$150	\$300
K. Weeks	Teacher	\$150	\$300
C. Wetzel	Teacher	\$150	\$300

**I.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the following stipend assignments, effective January 2, 2014, for the 2013-2014 school year:*

<u>Position</u>	<u>School</u>	<u>Personnel</u>
<i>8<sup>th</sup> –Grade Co-Advisor</i>	<i>GBMS</i>	<i>Sandra Stanton</i>
<i>Gym Night Co-Supervisor</i>	<i>District</i>	<i>Timothy Charleston</i>

**J.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Carolyn Seracka to perform the duties of the stipend position, 8<sup>th</sup>-Grade Co-Advisor, effective January 2, 2014, for the 2013-2014 school year.*

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- K.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Rosario R. Trifiletti, MD PhD, LLC., to perform a Pediatric Neurological Evaluation for the Green Brook Township School District, at a cost of \$300.00, for the 2013-2014 school year.*
- L.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following class trip, at no cost to the Board of Education, for the 2013-2014 school year:*

<u>Date</u>	<u>Destination</u>	<u>Grade</u>
March 10, 2014	Raritan Valley Theater Somerville, NJ	4

- M.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Green Brook School District FY14 Comprehensive Maintenance Plan for the 2013-2014 school year.*
- N.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the M-1, Annual Maintenance Budget Amount Worksheet, 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 after-school club, at no cost to the Board of Education, for the 2013-2014 school year:

<u>Club</u>	<u>Grades</u>	<u>Dates</u>
Chess Club	Grs. 1 - 4	January-June 2014

- 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, 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)

- C.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the December 2013 HIB Report, including any recommendations for action provided by the Superintendent for the 2013-2014 school year.*

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**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 of the following named individual to serve as a substitute secretary, in the Green Brook Township School District, at a daily rate of \$74.41, for the 2013-2014 school year.

Jenny Coelho

- B. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of David Paltjon to serve as Supervisor of Building and Grounds/Part-Time Custodian (.5 FTE), for the Green Brook Township School District, from January 1 through June 30, 2014, at a salary of \$16,337, which includes a boiler license stipend in the amount of \$325, for the 2013-2014 school year.*
- C. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Dana Sweeney to serve as a Social Studies Teacher in the Green Brook Middle School, replacing Sandra Stanton, effective January 2, 2014, Step 1, Level BA, at an annual salary of \$29,784.00, adjusted to \$29,535.80, for the 2013-2014 school year.  
(See Attachment)*
- D. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval for Emergent Hiring Pending Completion of Criminal History Check and applicant attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq., as applicable for the 2013-2014 school year, for the following personnel:*

Dana Sweeney

- E. *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.*

Linda Chehade (county/renewal)

- F. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel transfer, effective January 2, 2014, for the 2013-2014 school year:*

	<b>From</b>	<b>To</b>
Patricia Toscano	IEF	GBMS

**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**

Reorganization Meeting

Monday, January 6, 2014

**XXIV. ADJOURNMENT**

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