

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING AGENDA
MONDAY, FEBRUARY 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

- ESEA Flexibility Waiver 2012 Progress Targets
 1. 2012-13 Progress Targets Action Plan
 - b. Action Plan Statement of Assurance
 - a. Approval by BOE on 2/25/13
 - b. Submit to DOE by 3/1/13
- Policy Revisions
 1. P 2415 – No Child Left Behind Programs
 2. P 6480 – Purchase of Food Supplies
 3. P 8505 – School Nutrition

Staff Coverage for January

Number of Substitute Days	115
Number of Substitutes	18
Cost of Substitutes	\$10,867.92
Number of Staff Coverage Periods	30.5
Cost of Staff Coverages	\$1,037.00

Staff Attendance for January

Administration	97%	Facilities & Operations	99%
Teachers	95 %	Aides	95%
Transportation	96%	Office Personnel	96%

Student Attendance for January

IEF	93.29%
GBMS	94.98%

VI. CORRESPONDENCE

VII. MINUTES

Workshop Meeting	Monday, January 14, 2013
Agenda/Business Meeting	Monday, January 28, 2013

VIII. PUBLIC QUESTIONS & COMMENTS

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 February in the following amounts for the 2012-2013 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 2012-2013 school year:*

WHEREAS, the Board of Education has received the attached reports of the treasurer and secretary for the month of December 2012, and

WHEREAS, these reports show the following balances on December 31, 2012:

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,

FUND -	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
<i>(10) General Current Expense Fund</i>			
<i>(11)Current Expense</i>	\$2,910,037.28	(\$20,444,243.77)	(\$7,659,099.06)
<i>(12)Capital Outlay</i>			
<i>(20)Special Revenue Fund</i>	\$92,617.02	(\$137,041.06)	(\$67,969.26)
<i>(30)Capital Projects Fund</i>	\$283,589.73	\$840.00	\$514,828.63
<i>(40)Debt Service Fund</i>	\$424,684.37	(\$348,812.52)	(\$327,691.63)
TOTAL	\$3,710,928.40	(\$20,929,257.35)	(\$7,539,931.60)

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 overexpended 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 disbursements for the following payroll period for the 2012-2013 school year:

January 31, 2013	\$423,679.91
February 15, 2013	\$454,451.80

- D.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the transfers for December 1, 2012 through December 31, 2012.
- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Green Brook Township Board of Education Guide for Standard Operating Procedures and Internal Controls Business Manual.
- F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following workshops and mileage reimbursement for the 2012-2013 school year, as follows:

<u>Employee</u>	<u>Date</u>	<u>Workshop/Meeting</u>	<u>Cost</u>	<u>Mileage</u>	<u>Cost</u>
N. Farinella	4-15/16-2013	School Transportation Supervisors' Conference	\$325.00	219.08	\$67.91
<i>M. Gomez</i>	<i>3-7-2013</i>	<i>Storr Tractor Groundskeeper Service Training</i>	<i>\$35.00</i>	<i>---</i>	<i>---</i>
<i>R. Labbe</i>	<i>3-13-2013</i>	<i>NJASA School Security Conference</i>	<i>\$100.00</i>	<i>17.6</i>	<i>\$5.46</i>
J. Narvaez	4-15-2013	School Transportation Supervisors' Conference/ Mechanics Workshop	\$125.00	219.08	\$67.91
M. Tomore	4-11-2013	Administering Family & Medical Leave Act in NJ	\$329.00	---	---
<i>N. Whalen</i>	<i>3-19-2013</i>	<i>More Writing...Less Grading! A Manageable Approach to Writing Across the Curriculum, K-8</i>	<i>\$115.00 *</i>	<i>18.8</i>	<i>\$5.83</i>
<i>N. Whalen</i>	<i>5-21-2013</i>	<i>Using iPads for Reading and Literature Study</i>	<i>\$140.00 *</i>	<i>18.8</i>	<i>\$5.83</i>
<i>N. Whalen</i>	<i>5-29/30-2013</i>	<i>NJ TESOL/NJBE 2013 Spring Conference</i>	<i>\$254.00 *</i>	<i>39.2</i>	<i>\$12.16</i>
<i>*Workshop expenses will be Title III funded.</i>					

G. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to serve as Supplemental Tutors, at a rate of \$38 per hour, for the 2012-2013 school year:

Danielle Pizzigoni

H. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to enter into an agreement with Prevention Specialists Incorporated for random alcohol and drug testing for bus drivers, not to exceed \$1,500, for the 2013-2014 school year, and as approved in the 2012-2013 school year.*

I. *The Superintendent recommends and I so move the Board of Education of the Township of Green Brook approval of the tuition contract with Summit Speech School for student number 10477, effective February 20, 2013 at an annual tuition of \$60,900, prorated, for the 2012-2013 school year.*

J. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the disposal of obsolete assets from the attached list. (see attachment)*

- K. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the sale of the obsolete equipment to Yesterday's Business Computers from Somerset, NJ in the amount of \$500.00.*
- L. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the tuition reimbursement to Jennifer Cifelli for the following three-credit 2012-2013 fall course at Raritan Valley Community College: Introduction to Spanish I, in the amount of \$589, for the 2012-2013 school year.*
- M. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to serve as Supplemental Tutors, at a rate of \$38 per hour, for the 2012-2013 school year:*
Julie Berwald
- N. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Dr. Lawrence DeMilio, to perform psychological evaluations, at a cost of \$375 per evaluation, not to exceed \$1,125, for the 2012-2013 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 2012-2013 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade</u>
April 22, 2013	Montclair State University Montclair, NJ	Grades 7-8 (Spanish)
April 26, 2013	NJ State House Trenton, NJ	Grade 4
May 21, 2013	Museum of Natural History	Grade 7
May 22, 2013	New York, NY	“
May 23, 2013	“	“

- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Tentative Spring Sports and Transportation Schedule for the 2012-2013 school year.
- C.** 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 2012-2013 school year: (See Attachments).

Policy No.:

2415 No Child Left Behind Programs

6480 Purchase of Food Supplies

8505 School Nutrition

- D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the February 2013 HIB Report, including recommendations for action provided by the Superintendent for the 2012-2013 school year.*
- E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the ESEA Waiver Progress Targets Action Plan and Statement of Assurance, for the 2012-2013 school year. (See Attachment)*

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 Denise Arena to serve as a substitute teacher for the Green Brook Township School District, at a daily rate of \$85.00, for the 2012-2013 school year. (permanent)
- B. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the January 14, 2013 resolution approving Sarit Bercovici to serve as a Grade 5 long-term maternity leave substitute teacher in the Green Brook Middle School, replacing Colleen Figueiredo, from effective dates of January 21 through June 18, 2013, to effective dates of January 21 through February 11, 2013, at a salary of \$48,300, prorated, and subject to termination upon a ten-day notice for any reason, for the 2012-2013 school year.
- C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Sarit Bercovici to serve as a Language Arts Literacy long-term substitute teacher in the Green Brook Middle School, covering for Barbara Compagnucci, effective February 12, 2013 through February 25, 2013, at a salary of \$48,300, prorated, and subject to termination upon a ten-day notice for any reason, for the 2012-2013 school year.
- D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Sarit Bercovici to serve as a Language Arts Literacy teacher in the Green Brook Middle School, replacing Barbara Compagnucci, effective February 26, 2013 through June 30, 2013, Level B, Step 1, at a salary of \$48,300, prorated, for the 2012-2013 school year.
- E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Alexandra Plenzo to serve as a Grade 5 long-term maternity leave substitute teacher in the Green Brook Middle School, replacing Colleen Figueiredo, effective February 26, 2013 through June 20, 2013, at a salary of \$48,300, prorated, and subject to termination upon a ten-day notice for any reason, for the 2012-2013 school year.

- F. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Diane Leary-Smagalla to serve as a substitute district bus driver, at a rate of \$19.50 per hour, for the 2012-2013 school year.*
- G. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the January 14, 2013 resolution approving Colleen Figueiredo, Grade 5 teacher in the Green Brook Middle School, for a paid sick leave, from effective dates of January 21 through March 15, 2013, to effective dates of January 21 through February 15, 2013, and February 20 through March 19, 2013, for the 2012-2013 school year.*
- H. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Colleen Figueiredo, Grade 5 teacher in the Green Brook Middle School, for unpaid sick days for February 18 and 19, 2013 and unpaid sick leave effective March 20 through June 20, 2013, for the 2012-2013 school year.*
- I. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the February 11, 2013 resolution approving Linette Fleming, district bus driver, for an unpaid sick leave, from effective dates of December 5, (p.m.) 2012 through March 6, 2013, to effective dates of December 5, (p.m.) 2012 through June 30, 2013, for the 2012-2013 school year.*
- J. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of a paid sick leave for Patricia Green, district bus driver, from February 11 through March 22, 2013, for the 2012-2013 school year.*

XII. GENERAL

XIII. LEGISLATIVE

XIV. SCHOOL/COMMUNITY RELATIONS

XV. WATCHUNG HILLS BOARD OF EDUCATION

XVI. NEW JERSEY SCHOOL BOARDS REPRESENTATIVE

XVII. SOMERSET COUNTY SCHOOL BOARDS ASSOCIATION

XVIII. SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION

XIX. GREEN BROOK TOWNSHIP COMMITTEE LIAISON

XX. PTO REPORT

XXI. OLD BUSINESS

XXII. NEW BUSINESS

XXIII. PUBLIC QUESTIONS AND COMMENTS

XXIV. EXECUTIVE SESSION

- *Student Matter*

XXV. BOARD MEETING DATES

Workshop Meeting
Agenda/Business Meeting

Monday, March 4, 2013
Thursday, March 21, 2013

XXVI. ADJOURNMENT

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