

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING AGENDA  
MONDAY, FEBRUARY 9, 2015  
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 insure 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 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 2, 2015 and posted in the Green Brook Middle School and the Irene E. Feldkirchner School.

**IV. ROLL CALL**

**V. SUPERINTENDENT'S REPORT**

- Curriculum Budget Presentation – Mrs. Beth Stanton
- HIB Presentation/ 2014-15 Period 1 EVVRS Report – Mrs. Beth Stanton
- **Enrollment**

IEF	457
GBMS	441
WHRHS	450
- Security Drills/Discipline/HIB (See Principal's Reports)
- **Staff Coverage for December**

Number of Substitute Days	70
Number of Substitutes	16
Cost of Substitutes	\$5,802.26
Number of Staff Coverage Periods	65
Cost of Staff Coverage	\$2,210.00
- **Staff Attendance for December**

Administration	97%	Facilities & Operations	97%
Teachers	96 %	Aides	93%
Transportation	99%	Office Personnel	96%
- **Student Attendance for December**

IEF	95.55%
GBMS	95.27%

**VI. CORRESPONDENCE**

**VII. PUBLIC QUESTIONS & COMMENTS (AGENDA ITEMS ONLY)**

**VIII. FINANCE/BUILDINGS & GROUNDS**

Chair – Bruce Martins

Members – John Azzarello, John Brault &amp; Lisa Couch

**Discussion Item: Committee Report****The Superintendent recommends and I so move resolutions A – T:**

- A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the bills for January in the following amounts for the 2014-2015 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 2014-2015 school year:

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

**WHEREAS**, these reports show the following balances on November 30, 2014:

**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>
(10) General Current Expense Fund			
(11)Current Expense	\$3,382,960.47	\$17,130,415.82	\$19,058,775.11
(12)Capital Outlay			
(20)Special Revenue Fund	\$146,486.42	\$185,016.91	\$248,254.14
(30)Capital Projects Fund	\$447,131.54	\$0.00	\$840.00
(40)Debt Service Fund	\$313,837.51	\$1,180,987.50	\$1,241,646.35
<b>TOTAL</b>	<b>\$4,290,415.94</b>	<b>\$18,496,420.23</b>	<b>\$20,549,515.60</b>

**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 November 1, 2014 through November 30, 2014.

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 2014-2015 school year:

December 31, 2014	\$454,090.77
January 15, 2015	\$459,894.81
January 31, 2015	\$439,772.92

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept a donation in the amount of \$6,372.00 from the Green Brook Education and Athletic Foundation for the purchase and installation of a Traverse Wall at the Irene E. Feldkirchner Elementary School, for the 2014-2015 school year.

F. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following certification for payment for the Window Replacement at Green Brook Middle School Project:

**D & E Window and Door, LL**

**\$7,125.00**

G. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution, for the 2015-2016 school year:

WHEREAS, in 1993 the New Jersey Department of Education (DOE), Human Services (DHS) and Treasury began the Special Education Medicaid Initiative (SEMI); and

WHEREAS, the purpose of SEMI is to recover a portion of costs for certain Medicaid covered services provided to Medicaid-eligible students enrolled in participating New Jersey local education agencies (LEAs); and

WHEREAS, this revenue is beneficial to both the LEA and the State; and

WHEREAS, in 2015-2016 the district will budget \$6,221.59 in Federal Medicaid revenue; and

WHEREAS, Federal Medicaid revenue is available through SEMI only if Federal and State Medicaid requirements are met; and

WHEREAS, the Green Brook Board of Education has less than the required 40 Special Education students necessary for mandatory participation; and

WHEREAS, a waiver approval by the Somerset County Department of Education will not preclude the Green Brook Board of Education for participating in the SEMI program and will not bind the district to the reporting and administrative requirements of SEMI.

NOW, THEREFORE, BE IT RESOLVED, that the Green Brook Board of Education does hereby apply for a waiver for the SEMI program,

BE IT FURTHER RESOLVED, that the Board Secretary is hereby directed to provide a certified copy of this authorizing resolution to the Somerset County Department of Education including the Executive County Superintendent of Schools and the Executive County Business Administrator.

- 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 2015 fiscal year.
- I. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution:

**WHEREAS**, the Green Brook Board of Education (“Board”) is the owner of Noble Field and the ITB Field (the “Fields”) located at the Irene E. Feldkirchner School; and

**WHEREAS**, the Green Brook Little League Group, Inc. (“Little League”) is a charter member of and operates under the direction of the Little League Baseball, Inc. and provide athletic opportunities for children of the Green Brook Township community during non-school hours; and

**WHEREAS**, the Board of Education uses the Fields as an integral part of its physical education, but does not use the Fields for school purposes when school is not in session after school hours and on weekends; and

**WHEREAS**, for more than a decade the Board of Education and the Little League have entered into various Lease Agreements whereby the Little League was permitted to install field lights and to utilize the Fields when they were not needed for school purposes; and

**WHEREAS**, the Little League also undertook certain maintenance and insurance obligations as a condition of the use of the Fields;

**NOW THEREFOR BE IT RESOLVED, RESOLVED**, that the Green Brook Board of Education hereby authorizes the Lease Agreement with the Green Brook Little League, Inc., for the period January 1, 2015 through December 31, 2015 with the option to renew for three additional one year periods which is attached hereto and incorporated by reference for an amount of One Dollar (\$1.00) per year and other valuable consideration; and be it

**FURTHER RESOLVED**, that the Board hereby determines that the Fields are not necessary for school purposes for the dates and times requested by the Little League as provided by the terms of the Lease Agreement and subject to Board Policy governing the annual use of school facilities; and be it

**FURTHER RESOLVED**, that the Board President is hereby authorized to execute the Lease Agreement between the parties.

- J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to enter into a Tuition Contract Agreement with Somerset County Vocational & Technical Schools for the below students, for the 2014-2015 school year:

<u>Student ID #</u>	<u>Tuition Fee</u>
6030154790	\$ 500
6574404374	\$1,000
7607493656	\$1,000
3711470128	\$2,700
5226513761	\$ 500
8131529644	\$ 500
3698598212	\$1,000
6949405121	\$2,700
3197149397	\$ 500
9745807086	\$1,000
5151294169	\$2,700

- K.** The Superintendent recommends and I so move the Board of Education of the Township of Green Brook approval of the Somerset County Educational Services Commission tuition contract agreement for high school student #2552, for the 2014-2015 extended-school-year in the amount of \$8,092.98.
- L.** 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 2014-2015 school year:

Employee	Date	Workshop/Meeting	Cost
C. Billman C. Fox	Feb. 05, 2015	Adaptive Physical Education Roundtable	mileage
A. Dolinsky C. O'Regan M. Tufaro G. Vinhal	Feb. 18, 2015	Effective and Beyond: Strategies for Teachers of Students with ADHD, Behavioral and Emotional Difficulties	\$145.00
C. Doane L. Flora	Feb. 12, 2015	Dyslexia Training	\$125.00 + mileage
C. Fox	Feb. 23-24, 2015	2015 NJAHPERD Annual Convention	\$120.00
B. Mojta	March 3, 2015	Successfully "Flip" Your Social Studies/History Instruction	\$229.00
M. Silver	March 06, 2015	NJAGC 24 <sup>th</sup> Annual Conference Gifted Ed: Full Steam Ahead!	\$159.00 + mileage
B. Van Pelt	Feb. 12, 2015	Dyslexia Training & PARCC Workshop	\$175.00 + mileage

- M.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Kaitlin Muglia to fill the stipend position of Computer Facilitator, at the Irene E. Feldkirchner Elementary school, replacing Christina Lorange, effective January 5, 2015, at an amount of \$887.00, prorated to \$532.20, for the 2014-2015 school year. The amount may change pending ratification of contract.
- N.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Gary Schaefer to fill the district stipend position of Athletic Director, replacing Donald Beisswanger, effective March 1, 2015, at an amount of \$3,785.00, prorated to \$1,514.00, for the 2014-2015 school year. The amount may change pending ratification of contract.
- O.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Hybridge Learning Group, to perform a Functional Behavior Assessment for Student No. 10320, at a cost of \$1,500.00, for the 2014-2015 school year.
- P.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 23, 2014 resolution approving Brianna Bradley to serve as a Work Study Student Office Assistant, in the Green Brook Township School District, from an hourly rate of \$8.25, to an hourly rate of \$8.38, effective January 1, 2015, 2 hours per day, 1 day per week, for the 2014-2015 school year.
- Q.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following chaperones for the 8th Grade class trip to Williamsburg, Virginia, from June 3 through June 5, 2015, at a cost to the Board as referenced below, for the 2014-2015 school year:

Employee	Title	Per Night	Total
J. Bigsby	Principal	\$200.00	\$400.00
C. Seracka	Nurse	\$175.00	\$350.00
K. Eppinger, R. Esposito, C. Fox, M. Silver, K. Smith, M. Tufaro, K. Weeks, C. Wetzel & C. Yanes	Teacher	\$150.00	\$300.00

- R.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval for the district to join the Somerset County Business Partnership at an annual membership fee in the amount of \$420, for the 2014-2015 school year.
- S.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution for the 2014-2015 school year:

**WHEREAS**, on January 9, 2015, the Green Brook Township Board of Education received and publicly opened 14 bids for the A/C Upgrade (“Project”) at the Green Brook Middle School; and

**WHEREAS**, the lowest numerical bid was submitted by EACM Corporation; and **WHEREAS**, a review of EACM Corporation, LLC’s bid revealed no material defects;

**WHEREAS**, the Board, in conjunction with its Design Professional, has determined EACM Corporation to be the lowest responsive and responsible bidder;

**NOW, THEREFORE, BE IT RESOLVED**, that In accordance with the provisions of N.J.S.A. 18A:18A-1, et. seq., the Board hereby awards a contract for the A/C Upgrade at the Green Brook Middle School project to EACM Corporation, in the amount of Four Hundred Twenty-Seven Thousand Two Hundred Seventy-Five Dollars (\$427,275.00); and

**BE IT FURTHER RESOLVED**, that the Business Administrator is authorized to return the bid securities to all but the three (3) lowest bidders; and

**BE IT FURTHER RESOLVED**, that the Board's counsel is authorized to prepare the contract for the Project, to transmit same to EACM Corporation and to obtain all documents required thereby; and

**BE IT FURTHER RESOLVED**, that upon the Board's receipt of the executed contract from EACM Corporation, as well as EACM Corporation's performance and payment bonds, compliant Insurance certificate, and any other documents required by the contract, the at the Business Administrator is authorized to return the bid securities to the remaining bidders.

- T.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Marie Bryant, of Bryant, Gemza, Keenoy and Kozlick, LLC, to perform two psychological evaluations, two social evaluations and two educational evaluations for the Green Brook Township School District, at a rate of \$400 per evaluation, not to exceed \$2,400.00, for the 2014-2015 school year.

## **IX. EDUCATIONAL DEVELOPMENT/POLICY**

Chair – Maria Piccirilli

Members – Darlene Connors & John Brault

### **Discussion Item: Committee Report**

#### **The Superintendent recommends and I so move resolutions A – J:**

- A.** 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 2014-2015 school year. (See Attachment)
- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Katie Harabin from Caldwell University to complete 60 observational learning hours, one day or 5 hours per week, at the Irene E. Feldkirchner Elementary School, cooperating teachers, Michelle Larsen and Christine Taylor, during the spring of 2015, for the 2014-2015 school year.
- C.** 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 2014-2015 school year:

<u>Date</u>	<u>Trip Destination</u>	<u>Grade</u>
March 19, 2015	Raritan Valley Community Theatre Fly Guys & Other Stories Branchburg, NJ	K

March 26, 2015

Ellis Island/Liberty Island  
Jersey City, NJ

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- D.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following after-school program, at no cost to the Board of Education, for the 2014-2015 school year:

Challenging Chess Club                      Grs. 1-4                      January 26 – June 8, 2015

- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the August 25, 2014 resolution approving the following class trip, at no cost to the Board of Education, for the 2014-2015 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade</u>
From: January 28, 2015	Buehler Challenger Center	6
To: March 3, 2015	Paramus, New Jersey	

- F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following event, at a cost to the Board of Education in the amount of \$70.00, for the 2014-2015 school year:

<u>Date</u>	<u>Event</u>	<u>Destination</u>	<u>Group</u>
February 17, 2015	Hoops for Heart	GBMS to IEF	GBMS Basketball Teams

- G.** 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 Regulations for the 2014-2015 school year. (See Attachments)

**Policy No.:**

5305	Health Services Personnel
5306	Health Services to Nonpublic Schools
5308	Student Health Records
5310	Health Services
5339	Screening for Dyslexia
5530	Substance Abuse
5600	Student Discipline/Code of Conduct
5756	Transgender Students
8505	Wellness Policy/Nutrient Standards for Meals and Other Foods

**Regulation No.:**

5306	Health Services to Nonpublic Schools
5308	Student Health Records
5310	Health Services
5530	Substance Abuse
5600	Student Discipline/Code of Conduct



- H. The Superintendent recommends and I so move the Board of Education of the Township of Green Brook approval of Watchung Hills Regional High School foreign exchange student EG to be transported by the Green Brook Township School District Transportation Department from February 17 through February 20, 2015.
- I. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the December 22, 2014 resolution approving Samantha Bahooshian from Raritan Valley Community College to complete 30 observational learning hours at the Irene E. Feldkirchner Elementary School, from January through June 2015, for the 2014-2015 school year.
- J. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept three student nurses from Seton Hall University to complete observational learning hours, 3-4 hours, one day a week, in the Green Brook Middle School, from February 17 through May 4, 2015, for the 2014-2015 school year.

#### **X. PERSONNEL/NEGOTIATIONS**

Chair – Lisa Couch

Members – John Azzarello, Maria Piccirilli & Doug Humphrey

#### **Discussion Item: Committee Report**

#### **The Superintendent recommends and I so move resolutions A – F:**

- A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to extend Danielle Cooper to serve as Acting Supervisor of Transportation at the stipend amount of \$3,304.20, effective February 8, 2015 through March 31, 2015, for the 2014-2015 school year.
- B. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to extend Jorge Narvaez to serve as Acting Transportation Coordinator at the stipend amount of \$1,779.19, effective February 8, 2015 through March 31, 2015, for the 2014-2015 school year.
- C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to extend the unpaid sick leave for Employee No. 0392, from February 7, 2015 through March 31, 2015, for the 2014-2015 school year.
- D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Kristen Prentice to provide home instruction for student no.: 2960, 10 hours per week, at a rate of \$38 per hour, effective immediately and until a date to be determined, for the 2014-2015 school year. Amount may change pending ratification of contract.
- 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 secretary, in the Green Brook Township School District, at a daily rate of \$74.41, for the 2014-2015 school year.

Chantal Reffler

- F. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Carolyn Seracka, nurse in the Green Brook middle school, to move on the salary guide from Level M, Step 20, at a salary of \$83,325.00, adjusted to \$82,908.38, to Level M+30, Step 20, at a salary of \$84,475.00, prorated to \$83,842.50, adjusted to \$83,425.87, effective February 16, 2015, for the 2014-2015 school year. Amount may change pending ratification of contract.

**XI. EXECUTIVE SESSION**

**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**

February 23, 2015

Agenda/Business Meeting

March 9, 2015

Workshop Meeting

**XXIV. ADJOURNMENT**

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