

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING MINUTES  
THURSDAY, MARCH 21, 2013  
7:00 P.M.**

**MEETING CALLED TO ORDER**- The meeting was called to order at 7:04 pm by Mr. James Bencoter, Board President in the Green Brook Middle School Media Center.

**PLEDGE OF ALLEGIANCE**

Observed by all present.

**STATEMENT OF OPEN PUBLIC MEETINGS ACT**

Mr. Gregory Brennan, Business Administrator/Board Secretary read the following statement:  
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.

**ROLL CALL**

Present:                   Mr. Bencoter  
                                  Mr. Boccio  
                                  Ms. Couch  
                                  Ms. Green  
                                  Ms. Maillaro  
                                  Ms. Markus-Rodden  
                                  Mr. Martins  
                                  Ms. Piccirilli

Absent:                    Mr. Binder (at WHRHS meeting)

Administrators

Present:                   Dr. Richard Labbe, Superintendent  
                                  Mr. Gregory Brennan, Business Administrator/Board Secretary

**SUPERINTENDENT'S REPORT**

- 2013-14 Budget Presentation
- New/Revised Policies and Regulations for 1<sup>st</sup> Reading
  1. P 2468 Independent Education Evaluations (New)
  2. P 6113 E-Rate (New)
  3. P&R 7510 Use of School Facilities (Revised)
- 2014-15 School District Calendar 1<sup>st</sup> Read
- GBMS Graduation Date Change
  1. 6/20/13



**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 January 2013, and

WHEREAS, these reports show the following balances on January 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>   |
|-----------------------------------|---------------------|------------------------------|-----------------------|
| (10) General Current Expense Fund |                     |                              |                       |
| (11)Current Expense               | <b>2,789,282.19</b> | <b>(9,886,027.26)</b>        | <b>(9,528,630.60)</b> |
| (12)Capital Outlay                |                     |                              |                       |
| (20)Special Revenue Fund          | <b>58,825.25</b>    | <b>(170,832.83)</b>          | <b>(101,761.03)</b>   |
| (30)Capital Projects Fund         | <b>283,589.82</b>   | <b>840.00</b>                | <b>514,828.35</b>     |
| (40)Debt Service Fund             | <b>212,638.62</b>   | <b>(691,012.52)</b>          | <b>(669,891.63)</b>   |
| <b>TOTAL</b>                      | <b>3,344,335.88</b> | <b>(10,747,032.61)</b>       | <b>(9,785,454.91)</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 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:

|                   |              |
|-------------------|--------------|
| February 28, 2013 | \$418,502.16 |
| March 15, 2013    | \$453,725.79 |

**D.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the transfers for January 1, 2013 through February 28, 2013.

**E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution:

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF GREEN BROOK IN THE COUNTY OF SOMERSET, NEW JERSEY ON MARCH 21, 2013 AS FOLLOWS:**

1. The Board of Education approves the 2013–2014 School District Budget in the amount of \$24,108,345 that consists of a Total General Fund of \$22,330,453, Federal/State Programs of \$280,598 and Debt Service of \$1,497,294.
2. The Board of Education approves the Tax Levy amount raised for General Funds of \$19,998,018 for the ensuing 2013-2014 School Year.

**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> |
|-----------------|-------------|--|-------------|----------------|-------------|
| M. Appio        | 04-22-13    | NJ Assoc. of School Social Workers' Spring Institute                   | \$130.00    | 46.2           | \$14.33     |
| S. Casazza      | 05-09-13    | The Essentials of Harassment, Intimidation and Bullying Investigations | \$125.00    | ---            | ---         |
| A. Kessler      | 05-09-13    | The Essentials of Harassment, Intimidation and Bullying Investigations | \$125.00    | 51.4           | \$15.93     |
| R. Labbe        | 05-09-13    | The Essentials of Harassment, Intimidation and Bullying Investigations | \$125.00    | 51.4           | \$15.93     |
| C. Wetzel       | 05-17-13    | Common Core Mathematics Standards Grades 6-12                          | \$219.00    | 57.6           | \$17.86     |

**G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to sponsor a Watchung Hills Regional High School student to participate in the American Legion Auxiliary Unit, Girls State Program, in the amount of \$215, 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 the Claims Experience Report from the State of New Jersey Division of Pension and Benefits, School Employees' Health Benefit Plan (SEHBP) in the amount of \$2,000, for the 2012-2013 school year.

**EDUCATIONAL DEVELOPMENT/POLICY**

**Motion to approve Educational Development/Policy Items A - H:**

Moved by: Ms. Green

Seconded by: Mr. Martins

**Roll Call Vote. Vote Unanimous. Motion carried.**

**A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the first reading of the 2014-2015 school calendar, and as approved in the 2012-2013 school year. (See Attachment)

**B.** 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 2012-2013 school year:

| <u>Date</u>              | <u>Destination</u>               | <u>Grade</u>                   |
|--------------------------|----------------------------------|--------------------------------|
| May 17, 2013             | Kingwood Township School         | G&T Science Classes Grs. 6 & 7 |
| May 24, 2013 (rain date) | Frenchtown, NJ                   |                                |
| April 19, 2013           | RVCC Planetarium, Branchburg, NJ | Grade 1                        |

**C.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following class trip, at a cost to the Board of Education in the amount of \$78.00, for the 2012-2013 school year:

| <u>Date</u> | <u>Destination</u>                    | <u>Grade</u> |
|-------------|---------------------------------------|--------------|
| May 7, 2013 | Perkins Restaurant<br>Green Brook, NJ | LLD Class    |

**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 2012-2013 school year:

|                            |           |                             |
|----------------------------|-----------|-----------------------------|
| Ultimate Frisbee Club      | Gr. 6-8   | April 9 through May 7, 2013 |
| Safety Patrol Safety Games | Gr. 4 & 5 | May 20 -24, 2013            |

**E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Camp PAWS integrated extended-school-year and summer school program, effective July 1 through August 8, 2013, for a total of 24 days, for the 2013-2014 school year, and as approved in the 2012-2013 school year.

**F.** 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 and Regulation for the 2012-2013 school year: (See Attachments).

**Policy No.:**

- 2468 Independent Education Evaluations (New)
- 6113 E-Rate (New)
- 7510 Use of School Facilities (Revised)

**Regulation No.:**

7510 Use of School Facilities (Revised)

- 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 for the 2012-2013 school year: (See Attachments).

**Policy No.:**

2415 No Child Left Behind Programs

6480 Purchase of Food Supplies

8505 School Nutrition

- H.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the March 2013 HIB Report, including any recommendations for action provided by the Superintendent for the 2012-2013 school year.

**PERSONNEL/NEGOTIATIONS**

**Motion to approve Personnel & Negotiations Items A - K:**

Moved by: Ms. Green

Seconded by:

Mr. Martins

**Roll Call Vote. Vote Unanimous. Motion carried.**

- A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Erin Jones, Grade 5 teacher in the Green Brook Middle School, for a paid sick leave, effective May 24 through June 30, 2013, for the 2012-2013 school year.
- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Erin Jones, Grade 5 teacher in the Green Brook Middle School, for an unpaid child care leave, effective September 3 through November 29, 2013, for the 2013-14 school year, and as approved in 2012-2013 school year.
- C.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Debra Leach to serve as a substitute teacher, in the Green Brook Township School District, at a daily rate of \$85.00, for the 2012-2013 school year. (permanent)
- D.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Suzanne Nichols to serve as a substitute teacher, in the Green Brook Township School District, at a daily rate of \$85.00, for the 2012-2013 school year. (permanent)
- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Samantha Scudiero to serve as a substitute teacher, in the Green Brook Township School District, at a daily rate of \$85.00, for the 2012-2013 school year. (permanent)



Whereas, the aforesaid subjects shall be discussed are within the exemptions which are permitted to be discussed and acted upon in private session pursuant to P.L. 1975, Chapter 231,

It is therefore Resolved, that the aforesaid subjects shall be discussed in private session by the Board and administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

**Vote Unanimous. Motion carried.**

**Board reconvened at 9:00 PM**

**ADJOURNMENT**

**Motion to adjourn the meeting at 9:06 PM.**

Moved by: Mr. Martinsr

Seconded by: Ms. Couch

**Vote Unanimous. Motion carried.**

Respectfully submitted,

Gregory E. Brennan  
SBA/Board Secretary