

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING AGENDA
TUESDAY, MAY 26, 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

- **GBEAF Before & After Care**
- **Policy Presentation**
- **Enrollment**

IEF	463
GBMS	444
WHRHS	447
- Security Drills/Discipline/HIB (See Principal's Reports)
- **Staff Coverage for April**

Number of Substitute Days	88
Number of Substitutes	17
Cost of Substitutes	\$7,477.21
Number of Staff Coverage Periods	29
Cost of Staff Coverage	\$1,044.00
- **Staff Attendance for April**

Administration	71%	Facilities & Operations	100%
Teachers	97 %	Aides	97%
Transportation	97%	Office Personnel	98%
- **Student Attendance for April**

IEF	97%
GBMS	95.9%

VI. CORRESPONDENCE

VII. PUBLIC QUESTIONS & COMMENTS (AGENDA ITEMS ONLY)

VIII. FINANCE/BUILDINGS & GROUNDS

Chair – Bruce Martins

Members – John Azzarello, John Brault & Lisa Couch

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

- A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the bills for May 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 March and

WHEREAS, these reports show the following balances on March 31, 2015:

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
(10) General Current Expense Fund			
(11)Current Expense	\$2,459,967.45	\$9,083,888.61	\$11,012,247.90
(12)Capital Outlay			
(20)Special Revenue Fund	\$86,812.51	\$69,311.00	\$132,548.23
(30)Capital Projects Fund	\$233,397.68	(\$213,735.69)	\$464,667.91
(40)Debt Service Fund	(\$175,557.15)	\$194,237.50	\$254,896.35
TOTAL	\$2,604,620.49	\$9,133,701.42	\$11,864,360.39

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 March 1, 2015 through March 31, 2015.
- 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:

April 30, 2015	\$594,651.28
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- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of special education out-of-district school placement for student # 10474 to attend Somerset Secondary Academy, effective May 4, 2015, in the amount of \$44,225.00, prorated, 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 appointment of Dr. Ronald Frank, M.D. as School Physician for the 2015 – 2016 school year at an annual rate of \$2,000.00, to include a review of sports physicals performed by the students own physician as needed. Additionally, the rate for Hepatitis B vaccines for employees will be \$45.00 per vaccine dose administered.
- 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:

Pursuant to the requirements of NJPL 2011 Chapter 78, the Green Brook Board of Education hereby resolves to renew a Section 125 Flexible Spending Account (FSA) program effective July 1, 2015, as follows:

1. Pursuant to their electronic proposal of July 12, 2013, the Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate AmeriFlex, LLC as the Board's FSA administrator.
 2. The Board/Committee appoints Brown & Brown Benefits Advisors, Inc. as its FSA broker-of-record.
 3. All appropriate Board of Education/Township staff are authorized to take such action and affect such documentation as necessary to implement this renewal.
- H.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of 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 2015-2016 school year.
 - I.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following special education out-of-district school placement for the 2015-2016 extended-school-year as indicated for each of the following students:

<u>Student ID#</u> 10474	<u>School</u> Douglass Developmental Disabilities Center	<u>Tuition</u> \$20,200.00
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- J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following special education out-of-district school placements for the 2015-2016 school year as indicated for each of the following students:

<u>Student ID#</u> 10474	<u>School</u> Douglass Developmental Disabilities Center	<u>Tuition</u> \$101,000.00
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- K.** 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 2014-2015 school year:

Employee	Date	Workshop/Meeting	Cost
C. Billman A. Kessler A. Lamberti C. Sporn	5/20/15	Policies to Promote Child Health Workshop	Mileage per person
G. Brennan	6/3-5/2015	53 rd Annual NJASBO Conference	\$150.00 + Mileage, Lodging, Meals
C. Seracka	6/24-27/2015	National Association School Nurses 2015 Conference	\$615.00

- 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 2015-2016 school year, and as approved in the 2014-2015 school year:

Employee	Date	Workshop/Meeting	Cost
A. Dolinsky D. McFadden N. Smith B. Stanton M. Tufaro	7/13-16/2015	Paramus Summer Institute on the Teaching of Reading	\$425.00 each + Mileage per person
D. McFadden N. Smith M. Tufaro	7/27-30/2015	Paramus Summer Institute on the Teaching of Writing	\$425.00 each + Mileage per person

- M.** 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 two (2) three-credit Fall 2014 courses: at Rutgers University: Methods of Foreign Language Teaching K-12, in the amount of \$1,986.00, and at Raritan Valley Community College, Adolescent Psychology, in the amount of \$387.00, for a total reimbursement in the amount of \$2,373.00, for the 2014-2015 school year.

IX. EDUCATIONAL DEVELOPMENT/POLICY

Chair – Maria Piccirilli

Members – Darlene Connors, John Brault & Wilton Thomas-Hooke

Discussion Item: Committee Report

The Superintendent recommends and I so move resolutions A – B:

- A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the below-referenced stipend job description, for the 2014-2015 school year: (See Attachment)
- After-School Event Facilitator
- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the First Reading of the following Bylaws, Policies, Regulations and Procedure for the 2014-2015 school year: (See Attachments)

Bylaw No.:

0134 Board Self Evaluation
0152 Board Officers

Policy No.:

2622 Student Assessment
3212 Attendance (Teaching Staff Members)
3218 Substance Abuse (Teaching Staff Members)
4212 Attendance (Support Staff Members)
4218 Substance Abuse (Support Staff Members)
5200 Attendance (Pupils)
8630 Bus Driver/Bus Aide Responsibility

Regulation No.:

3218 Substance Abuse (Teaching Staff Members)
4218 Substance Abuse (Support Staff Members)
5200 Attendance (Pupils)
8630 Emergency School Bus Procedures

Procedure No.:

2622 Student Assessment

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 – P:**

- A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Charlene Finn, Confidential Part-Time Administrative Secretary to the Superintendent and Payroll Clerk, for the Green Brook Township School District, effective June 30, 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 accept the resignation of Jeffrey Danon, Math Teacher in the Green Brook Middle School, effective June 30, 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 Deborah Lingel to serve as a Music Teacher in the Irene E. Feldkirchner Elementary School, effective September 1, 2015 through January 31, 2016, Level BA, Step 8, at an annual salary of \$54,215.00, prorated, and February 1 through June 30, 2016, Level BA, Step 8, at an annual salary of \$55,305.00, prorated, for the 2015-2016 school year, and as approved in the 2014-2015 school year. (See Attachment)
- D.** 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 2014-2015 school year. (See Attachment)

Mary Adolph (permanent)

- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to deduct the following unpaid days, totaling \$440.37, for Employee No. 0031, for the 2014-2015 school year.

May 14, 2015 - \$146.79

May 15, 2015 - \$146.79

May 19, 2015 - \$146.79

- F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the After-School Event Facilitators, at a stipend amount of \$38/per hour, not to exceed 4.5 hours per chaperone, for a total not to exceed \$1,197.00, for the 2014-2015 school year as follows:

Amanda Dolinsky

Michelle Doucett

Chris Fox

Silvia Rego

Kevin Smith

Dana Sweeney

Kevin Weeks
Christine Wetzel
Cathy Yanes

- 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 special education teachers for Camp PAWS extended school year/summer work, from July 6 through August 13, 2015, Monday through Thursday, four hours per day, for a total of 24 days, at an hourly rate of \$38.00, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

Amanda Dolinsky
Tristan Miller
Kristen Prentice
Deborah Rizzoli
Colleen Sporn
Jennifer Stetz
Bernadette Van Pelt
Susanne Yip
Andrea Zerjav

- H.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to serve as general education teachers for Camp PAWS extended school year/summer work, from July 6 through August 13, 2015, Monday through Thursday, four hours per day, for a total of 24 days, at an hourly rate of \$38.00, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

Margaret Baffige
Paul Fornale
Kathleen Guide
Ann Kessler (Social Skills)
Kathleen Kowalski (Fine & Performing Arts)
Maggie Silver (G&T Enrichment)
Kevin Smith (STEM)
Jennifer Wagner

- I.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to serve as a general education related arts teacher for Camp PAWS extended school year/summer work, from July 6 through August 13, 2015, Monday through Thursday, four hours per day, for a total of 24 days, at an hourly rate of \$38.00, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

Kevin Weeks (Physical Education)

- J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to serve as substitute teachers for Camp PAWS extended school year/summer work, on an as-needed basis, at an hourly rate of \$38.00, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

Danielle Breunig

Jenny Coelho
 Eryca Conroy
 Jill Goodman
 Lori Gross
 Susan Varipapa
 Natalie Whalen
 Michele Wolkun

- K.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to serve as nurses for Camp PAWS extended school year/summer work, four hours per day, for twelve days, at an hourly rate of \$38.00, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

Pamela Ostrander
 Carolyn Seracka

- L.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to serve as substitute nurses for Camp PAWS extended school year/summer work, on an as-needed basis, at a daily rate of \$70.00, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

Emily Gatti
 Karen Miller
 Joyce Papcun

- 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 classroom aides for Camp PAWS extended school year/summer work, from July 6 through August 13, 2015, Monday through Thursday, four hours per day, for a total of 24 days, at an hourly rate of \$18.86, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

MaryAnn Bruno
 Pam Capparelli
 Linda Chehade
 Regina Herman
 Este Jelmert
 Drisana McFadden
 Kaitlin Muglia
 Philip Muniz
 Laura Philip
 Nancy Pinzon
 Donna Pizzigoni
 Kelly Wagner
 Pam Walker
 Christine Wetzel

- N. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to serve as substitute classroom aides for Camp PAWS extended school year/summer work, on an as-needed basis, at an hourly rate of \$18.86, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

Danielle Breunig
Jill Goodman
Susan Varipapa
Natalie Whalen

- O. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following special services personnel to perform summer IEP work and therapy, on an as-needed basis, from July 6 through August 13, 2015, at an hourly rate of \$38.00, for the 2015-2016 school year, and as approved in the 2014-2015 school year:

<u>Name</u>	<u>Position</u>	<u>Hours</u>	<u>Not to Exceed</u>
Dr. Emilia Muglia	School Psychologist	30 Hours	\$1,140
Marydenise Appio	Social Worker	30 Hours	\$1,140
Bernadette Van Pelt	LDTC	30 Hours	\$1,140
Anne Mendez	Speech & Lang. Therapist	36 Hours	\$1,368
Kristen Lobman	Speech & Lang. Therapist	36 Hours	\$1,368

- P. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel to perform summer IEP work and therapy, on an as-needed basis, from July 6 through August 13, 2015, at an hourly rate of \$50.00, for the 2015-2016 school year, and as approved in the 2014-2015 school year (See Attachment):

<u>Name</u>	<u>Position</u>	<u>Hours</u>	<u>Not to Exceed</u>
Martha Austin	Occupational Therapist	78 Hours	\$3,900

XI. PUBLIC QUESTIONS AND COMMENTS

XII. GENERAL

XIII. LEGISLATIVE

XIV. SCHOOL/ TOWNSHIP & 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. PTO REPORT

XX. OLD BUSINESS

XXI. NEW BUSINESS

XXII. BOARD MEETING DATES

Monday, June 22, 2015

Agenda/Business Meeting

Monday, July 27, 2015

Agenda/Business Meeting/BOE Retreat

XXIII. EXECUTIVE SESSION

XXIV. ADJOURNMENT

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