

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING AGENDA  
MONDAY, JULY 28, 2014  
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 July 17, 2014, and posted in the Green Brook Middle School and the Irene E. Feldkirchner Elementary School.

**IV. ROLL CALL**

**V. SUPERINTENDENT'S REPORT**

- HIB Summary Report
- EVVRS Report
- *First Reading*
  - *3283 Electronic Communications Between Teaching Staff Members and Students (Mandated)*
  - *4283 Electronic Communications Between Support Staff Members and Students (Mandated)*

**Staff Coverage for June**

Number of Substitute Days	84.5
Number of Substitutes	18
Cost of Substitutes	\$7,268.37
Number of Staff Coverage Periods	20
Cost of Staff Coverage	\$680.00

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*\*ALL ADDENDUM ITEMS ARE ITALICIZED*

**Staff Attendance for June**

Administration	100%
Teachers	97 %
Transportation	96%

Facilities & Operations	99%
Aides	97%
Office Personnel	98%

**Student Attendance for June**

IEF	96.7%
GBMS	97.02%

**VI. CORRESPONDENCE**

**VII. MINUTES**

<i>Special Meeting</i>	<i>Monday, June 9, 2014</i>
<i>Agenda/Business Meeting</i>	<i>Monday, June 23, 2014</i>
<i>Special Meeting</i>	<i>Monday, June 30, 2014</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 July in the following amounts for the 2013-2014 school year:*

*Fund 10*  
*Fund 11*  
*Fund 12*  
*Fund 20*  
*Fund 30*  
*Total*

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**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 May, and*

*WHEREAS, these reports show the following balances on July 31, 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>
<i>(10) General Current Expense Fund</i>			
<i>(11)Current Expense</i>	\$2,129,049.90	\$5,224,474.57	\$5,551,535.22
<i>(12)Capital Outlay</i>			
<i>(20)Special Revenue Fund</i>	\$18,530.80	\$67,074.46	\$91,846.52
<i>(30)Capital Projects Fund</i>	\$283,589.82	\$840.00	\$514,880.89
<i>(40)Debt Service Fund</i>	<b>(\$98,127.35)</b>	<b>(\$1,496,875.00)</b>	\$21,120.85
<b>TOTAL</b>	\$2,333,043.17	\$3,795,514.03	\$6,179,383.48

*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 May 1, 2014 through May 31, 2014.*

**D.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the parental transportation contract for special education student #1063 to and from the Robert Morris School, South Bound Brook School District, for the 2014-2015 school year, at a total cost of \$7,200.00.*

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- E.** 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:

June 20, 2014	\$341,711.48
June 30, 2014	\$106,754.39
July 15, 2014	\$80,547.56

- F.** 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 2014-2015 extended- school- year as indicated for each of the following students:

<u>Student ID#</u>	<u>School</u>	<u>Tuition</u>
10563	South Bound Brook School District	\$1,503.00
516	Bright Beginnings Learning Center	\$4,205.00

- G.** 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 2014-2015 school year as indicated for each of the following students:

<u>Student ID#</u>	<u>School</u>	<u>Tuition</u>
401	Lakeview School	\$90,896.40

- H.** The Superintendent recommends and I so move the Board of Education of the Township of Green Brook approval of the Watchung Hills Regional High School Learning and Language Disabilities tuition contract agreement for high school student #2525, in the amount of \$5,430.00 for the 2014-2015 extended-school- year.

- I.** The Superintendent recommends and I so move the Board of Education of the Township of Green Brook approval of the Watchung Hills Regional High School Learning and Language Disabilities tuition contract agreement for high school student #2525, in the amount of \$54,350.00 for the 2014-2015 school year.

- J.** The Superintendent recommends and I so move the Board of Education of the Township of Green Brook approval of the Watchung Hills Regional High School Learning and Language Disabilities tuition contract agreement for high school student #2531, in the amount of \$54,350.00, for the 2014-2015 school year.

- K.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of a transportation jointure with Warren Board of Education, route JA-1, at a total revenue of \$29,520.00, for the 2014-2015 school year.

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- L. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of a bus aide for an extended-school-year transportation jointure with Warren Board of Education, route JA-1S, at a total revenue of \$2,550.00, for the 2014-2015 school year.
- M. 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:

Per the recommendation of its group insurance broker-of-record, Brown & Brown Benefit Advisors, Inc., the Green Brook Board of Education hereby resolves, effective September 1, 2014, to make the following changes to its COBRA and Retiree Billing Services Administrator:

1. Pursuant to their electronic proposal of July 2, 2014, the Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate AmeriHealth Administrators as the Board's COBRA and retiree billing services administrator.
  2. The Board appoints Brown & Brown Benefits Advisors, Inc. as its COBRA and retiree billing services broker-of-record.
  3. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.
- N. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution approving use of Capital Reserve for School facilities Projects, for the 2014-2015 school year:

Pursuant to the requirements of the New Jersey School Development Authority Grant Agreements, the Green Brook Board of Education hereby authorizes the use of monies from the District's Capital Reserve Account for the purpose of funding the Local Share of the District's Approved School Facilities Projects as follows:

- Project # 1810-030-14-1001, New Electrical Switchgear at Green Brook Middle School  
Final Eligible Cost = \$119,605; Local Share = \$71,763
  - Project # 1810-030-14-1003, Window Replacements at Green Brook Middle School  
Final Eligible Cost = \$48,077; Local Share = \$28,846
- O. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook to authorize the execution and delivery of the Section 15 Grant Agreements to the New Jersey Schools Development Authority and does delegate authority to the School Business Administrator for supervision of the below School Facilities Projects:*
- *DOE # 1810-030-14-1003 G04 - Window Replacement at Green Brook Middle School (SDA Grant #G5-5801)*

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*\*ALL ADDENDUM ITEMS ARE ITALICIZED*

**P.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook to authorize the execution and delivery of the Section 15 Grant Agreements to the New Jersey Schools Development Authority and does delegate authority to the School Business Administrator for supervision of the below School Facilities Projects:*

- *DOE# 1810-030-14-1001 G04 - Electrical Switchgear Upgrades at Green Brook Middle School (SDA Grant #G5-5800)*

**Q.** *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:*

<u>Employee</u>	<u>Date</u>	<u>Workshop/Meeting</u>	<u>Cost</u>	<u>Mileage</u>	<u>Cost</u>
B. Van Pelt	7-29-2014	The WJ-IV Tests of Achievement Workshop/Training	\$299	21.6	\$6.70
S. Scannell	8-4,5,6,7,8-14	Teaching of Writing Workshop Registration:	\$825.00	392.5	\$121.68

**R.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the following workshop and mileage reimbursement, approved at the May 27, 2014 Board meeting, for the 2014-2015 school year:*

<u>Employee</u>	<u>Date</u>	<u>Workshop/Meeting</u>	<u>Cost</u>	<u>Mileage</u>	<u>Cost</u>
T. Charleston	8-4,5,6,7,8-14	Teaching of Writing Workshop Registration: Tolls:	\$750.00 \$ 48.75	392.5	\$121.68

**Salaries may change pending ratification of contract:**

- S.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the June 23, 2014 resolution approving Eileen Fairchild to serve as curriculum writer for Math alignment with new texts, Grade 1, 10 hours/\$34 per hour, for the 2014-2015 school year.*
- T.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Christine Taylor to serve as curriculum writer for Math alignment with new texts, Grade 1, 10 hours/\$34 per hour, for the 2014-2015 school year.*

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*\*ALL ADDENDUM ITEMS ARE ITALICIZED*

- U. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the following stipend assignment, approved at the June 23, 2014 Board meeting, for the 2014-2015 school year.

After-School Detention Facilitator	GBMS	\$38.00/hr. On an as-needed basis	Patrick McNamara
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- V. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the following stipend assignments, approved at the June 23, 2014 Board meeting, for the 2014-2015 school year.*

<i>Community Service Co-Leader</i>	<i>GBMS</i>	<i>\$ 887.00</i>	<i>Meghan Miller</i>
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<i>Soccer Coach (Girls)</i>	<i>GBMS</i>	<i>\$3,002.00</i>	<i>Meghan Miller</i>
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- W. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following stipend assignment, for the 2014-2015 school year.*

<i>Soccer Coach (Girls)</i>	<i>GBMS</i>	<i>\$3,002.00</i>	<i>Kristine Eppinger</i>
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**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 Irene E. Feldkirchner School Anti-Bullying Bill of Rights Act (ABR) (N.J.S.A. 18A:17-46) Self-Assessment Statement of Assurance, for the 2014-2015 school year.
- B. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Green Brook Middle School Anti-Bullying Bill of Rights Act (ABR) (N.J.S.A. 18A:17-46) Self-Assessment Statement of Assurance, 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 Tentative Winter Fall Sports and Transportation Schedule, for 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 8<sup>th</sup> Grade class trip to Williamsburg, Virginia, and Washington, DC, from June 3 through June 5, 2015, at a cost to the Board of Education to be determined by the number of approved chaperones, for the 2014-2015 school year.

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- E.** 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 2014-2015 school year:  
(See Attachments)

**Policy No.:**

- 3283            Electronic Communications Between Teaching Staff Members and Students  
(Mandated)  
4283            Electronic Communications Between Support Staff Members and Students  
(Mandated)

- F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Second Reading of the following Policy for the 2014-2015 school year:  
(See Attachment)

**Policy No.:**

- 2363            Pupil Use of Privately Owned Technology

- G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 23, 2014 resolution of the following Camp PAWS class trips, at the revised designated cost to the Board due to the addition of extra busses, for the 2014-2015 school year:

<u>Date</u>	<u>Trip Destination</u>	<u>Cost</u>
July 1, 2014	Jockey Hollow Mendham, NJ	From: \$661.50 To: \$882.00
July 24, 2014	Raritan Valley College Branchburg, NJ	From: \$468.00 To: \$624.00

- H.** 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 2014-2015 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade</u>
May 29, 2015	Sandy Hook	7

**XI. PERSONNEL/NEGOTIATIONS**

**Salaries may change pending ratification of contract:**

- A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Patrick McNamara, Science teacher in the Green Brook Middle School, effective July 1, 2014, for the 2014-2015 school year.

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- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Cheryl Skrobacz to serve as a Science teacher in the Green Brook Middle School, replacing Patrick McNamara, Level M, Step 3, at a salary of \$52,340.00, adjusted to \$52,078.30, for the 2014-2015 school year. (See Attachment)
- C.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Nicole Cruts to serve as a Physical Education teacher in the Irene E. Feldkirchner Elementary School, replacing Lauren Hauser, Level B, Step 1, at a salary of \$49,640.00, adjusted to \$49,391.80, for 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 a longevity stipend for Danielle Cooper, Confidential Secretary to the Business Administrator/Board Secretary, in the amount of \$450.00, effective July 1, 2014, for the 2014-2015 school year.
- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of a longevity stipend for Paul Kasper, custodian in the Irene E. Feldkirchner Elementary School, in the amount of \$450.00, effective August 1, 2014, 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 Karen Conroy to serve as a bus aide for a Warren student, effective July 8 through August 18, 2014, not to exceed 4.5 hours per day, 5 days per week, at a salary of \$10.63 per hour, to be paid by the Warren School District and at no cost to the Green Brook Board of Education, for the 2014-2015 school year.
- G.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Linda Pollard to perform the position of Acting Superintendent/Director of Special Services from August 1 until such time as a new Superintendent assumes his position at a rate of \$275 per day, for the 2014-2015 school year.*
- H.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Meghan Miller, Math teacher in the Green Brook Middle School, effective August 22, 2014, for the 2014-2015 school year.*
- I.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Catherine Pascarella to serve as a Math teacher in the Green Brook Middle School, replacing Meghan Miller, Level B, Step 1, at an annual salary of \$49,640.00, adjusted to \$49,391.80, for the 2014-2015 school year. (See Attachment)*
- J.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Alexandra Plenzo, Special Education teacher in the Irene E. Feldkirchner Elementary School, effective August 23, 2014, for the 2014-2015 school year.*

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- K. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the June 23, 2014 resolution approving Kimberly Bostory to serve as a long-term maternity leave substitute teacher, in the Green Brook Township Middle School, replacing Carlyn O'Regan, effective September 2 through December 1, 2014, at a salary of \$49,640.00, prorated to \$14,892.00, and subject to termination upon a ten-day notice for any reason, for the 2014-2015 school year.*
- L. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Nicole Toto to serve as a long-term maternity leave substitute teacher, in the Green Brook Township Middle School, replacing Carlyn O'Regan, effective September 2 through December 1, 2014, at a salary of \$49,640.00, prorated to \$14,892.00, and subject to termination upon a ten-day notice for any reason, for the 2014-2015 school year. (See Attachment)*
- M. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Anna Nalesnik to serve as a summer custodian in the Green Brook Township School District, for the month of August 2014, 8 hours per week, at a rate of \$13 per hour, not to exceed \$500, for the 2014-2015 school year.*
- N. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Janusz Nalesnik to serve as a summer custodian in the Green Brook Township School District, for the month of August 2014, 8 hours per week, at a rate of \$13 per hour, not to exceed \$500, for the 2014-2015 school year.*
- O. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Sandra Yoos to provide office assistance in the Transportation Department, from August 11 through August 29, 2014, at a rate of \$10.63 per hour, not to exceed 40 hours/\$430.00, for the 2014-2015 school year.*

**XII. PUBLIC QUESTIONS AND COMMENTS**

**XIII. GENERAL**

**XIV. LEGISLATIVE**

**XV. SCHOOL/ TOWNSHIP & COMMUNITY RELATIONS**

**XVI. WATCHUNG HILLS BOARD OF EDUCATION**

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**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**

Agenda/Business Meeting Monday, August 25, 2014

Agenda/Business Meeting Monday, September 22, 2014

**XXIV. ADJOURNMENT**

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

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