

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING MINUTES  
MONDAY, AUGUST 25, 2014  
7:00 P.M.**

**MEETING CALLED TO ORDER**- The meeting was called to order at 7:00 pm by Mr. James Benscoter, 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 7, 2014, and posted in the Green Brook Middle School and the Irene E. Feldkirchner Elementary School.

**ROLL CALL**

Present:                   Mr. Azzarello  
                                  Mr. Benscoter  
                                  Mr. Binder  
                                  Mr. Brault  
                                  Ms. Connors  
                                  Ms. Couch  
                                  Mr. Humphrey  
                                  Mr. Martins  
                                  Ms. Piccirilli

Administrators

Present:                   Mr. Kevin Carroll, Superintendent

**SUPERINTENDENT'S REPORT**

- Next Generation Science Standards
- First Reading
  - 5612           Assaults on District Board of Education Members and Employees
  - 5613           Removal of Students for Assaults with Weapons Offenses

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**MINUTES**

**Motion to approve the following Minutes:**

Moved by: Mr. Brault	Seconded by: Ms. Couch
Special Meeting	Monday, July 7, 2014
Special Meeting	Wednesday, July 9, 2014
Special Meeting	Saturday, July 12, 2014

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

**FINANCE/BUILDINGS & GROUNDS**

**Motion to approve Finance & Operations Items A - M:**

Moved by: Mr. Binder	Seconded by: Ms. Couch
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**Roll Call Vote. Mr. Brault abstained on Item M. Vote Unanimous. Motion carried.**

- A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the bills for August in the following amounts for the 2013-2014 school year:

Fund 11	374,412.77
Total	374,412.77

- 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 June, and

WHEREAS, these reports show the following balances on June 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,

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<b>FUND -</b>	<b>CASH BALANCE</b>	<b>APPROPRIATION BALANCE</b>	<b>FUND BALANCE</b>
(10) General Current Expense Fund			
(11)Current Expense	\$1,674,433.54	\$2,948,579.86	\$3,275,640.51
(12)Capital Outlay			
(20)Special Revenue Fund	(\$40,993.16)	\$7,551.48	\$32,323.54
(30)Capital Projects Fund	\$447,111.38	\$840.00	\$514,880.89
(40)Debt Service Fund	\$21,539.85	\$0.00	\$21,120.85
<b>TOTAL</b>	<b>\$2,102,091.61</b>	<b>\$2,956,971.34</b>	<b>\$3,843,965.79</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 June 1, 2014 through June 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:

July 31, 2014	\$125,865.24
August 15, 2014	\$133,961.03

- E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the apportionment of salary from the following teachers that are being paid through Title I funds from the NCLB Consolidated Grant for the 2014-2015 school year :

<b>INSTRUCTIONAL SUPPORT</b>	<b>FULL SALARY AND HEALTH BENEFITS</b>	<b>AMOUNT/% PAID BY GRANT</b>	<b>FICA/TPAF BENEFIT REIMBURSEMENT</b>	<b>ACCOUNT NUMBER</b>
Christine Doane IEF	\$84,275.00	\$11,481.00/13%	\$2,985.00	Title I Salaries 20-231-100-100-999-030
Linda Flora GBMS	\$80,790.00	\$11,481.00/14%	\$2,985.00	Title I Salaries 20-231-100-100-999-030

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**Note:** This is a routine motion required because a portion of the salary of this teacher is federally funded. Grant requirements necessitate inclusion of the detailed salary information on this motion.

**F.** 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>
G. Brennan	9/19-22/2014	ASBO International 2014 Annual Meeting/Florida Registration: Hotel:	\$994.00 \$910.78	42.8	\$13.27
		Total Board expense shall not exceed \$3,000.00 per contractual agreement.			
L. Spencer	8-21-14	The Key to Every Successful Classroom	\$ 99.00	---	---
B. Van Pelt	10-19-14	Navigate the Maze for Parents...	\$100.00	13.2	\$4.09

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

**G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following stipend assignments, for the 2014-2015 school year:

Community Service Co-Leader	GBMS	\$ 887.00	Drisana McFadden
After-School Detention Facilitators	GBMS	\$ 38.00/hr. On an as-needed basis	Christopher Fox Dana Sweeney

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

Whereas, NJAC 6A:23A-3.1 permitted the Green Brook Township Board of Education to include in its contract with Dr. Richard R. Labbe, former Superintendent of Schools, quantitative and qualitative criteria and associated merit salary bonuses in recognition of his achievement during the 2013-2014 school year, and

Whereas, the Board of Education developed a set of annual goals for the 2013-14 school year that it included in its contract with Dr. Labbe, therefore, be it

Resolved, the Board of Education approves the following 11.86% qualitative and quantitative criteria and merit salary bonuses be paid to Dr. Labbe in the amount of \$17,197: and directs that these incentive be submitted to the Executive County Superintendent of Schools for approval before compensation:

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Quantitative Criteria	Status	Merit Goal Amount
1. A. Increase the scale score mean on the 2013-14 NJ ASK Grades 3-8 Language Arts B. Increase the scale score mean on the 2013-14 NJ ASK Grades 3-8 Math	<input checked="" type="checkbox"/> Achieved <input type="checkbox"/> Not Achieved  *Partially achieved 1A.	<u>\$3,190</u> Dollar Amount
2. A. Grades 3-8 Science SGO B. Grades 3-8 Social Studies SGO C. Grades 3-8 World Languages SGO D. Grades 3-8 Related Arts (PE, Art, PA, Music, Computers) SGO	<input checked="" type="checkbox"/> Achieved <input type="checkbox"/> Not Achieved	<u>\$4,785</u> Dollar Amount
3. A. For FY2015 School District Budget, decrease in tax levy. B. For FY2014, increase the total miscellaneous revenue (facility usage, tuition, advertising). C. For FY2015 School District Budget, decrease the "Total Per Pupil Cost for Special Education Instruction."	<input checked="" type="checkbox"/> Achieved <input type="checkbox"/> Not Achieved  *Did not achieve 1C.	<u>\$3,190</u> Dollar Amount
Qualitative Criteria	Status	Merit Bonus Amount
1. A. Completion of a District Strategic Action Plan. B. Community involvement in the Strategic Action Plan process. C. Develop a study skills curriculum. D. Develop a continuum in order to enhance the ability of all students to converse fluently in world language(s). E. Explore, pilot and purchase math materials aligned to the Common Core State Standards.	<input checked="" type="checkbox"/> Achieved <input type="checkbox"/> Not Achieved	<u>\$3,625</u> Dollar Amount
2. A. Development and stewardship of a shared services agreement with the Township. B. BYOD (bring your own device), pre and post assessment data collection. C. Strengthen relationship with the WHRHS district administration.	<input checked="" type="checkbox"/> Achieved <input type="checkbox"/> Not Achieved  *Partially achieved 2A	<u>\$2,407</u> Dollar Amount

- I. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of a transportation jointures with Watchung Hills Regional High School, at a total revenue of \$64,790.00, for the 2014-2015 school year:

Route WS-01	\$23,220.00
Route GBHS-09	\$3,500.00
Route VT-02	\$19,890.00
Route VT-10	\$4,860.00
Route VT-11	\$4,860.00
Route VT-07	\$8,460.00

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- J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of a transportation jointure with North Plainfield Board of Education, at a total cost of \$4,757.00, for the 2014-2015 school year.
- K.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to sell obsolete equipment (school vehicles) to A&A Iron and Metals, at a total revenue of \$1,600.00, for the 2014-2015 school year.
- L.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to purchase a wheel chair van from Van Con Inc (NJ State approved Co-Op #65MCESCCPS), at a total cost of \$50,745.50, 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:

**A RESOLUTION AUTHORIZING THE GREEN BROOK BOARD OF EDUCATION  
TO ENTER INTO A COOPERATIVE PRICING AGREEMENT**

**RESOLUTION NUMBER**

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Educational Information & Resource Center, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on August 25, 2014 the governing body of the Green Brook Board of Education, County of Somerset, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Green Brook Board of Education

**AUTHORITY**

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

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**EDUCATIONAL DEVELOPMENT/POLICY**

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

Moved by: Mr. Azzarello

Seconded by: Mr. Binder

**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 Second 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)

- B. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to revise the June 23, 2014 resolution approving the adoption of all curricula, programs and services including pilot materials for the 2014-2015 school year. (See Revised Attachment #1 Dated August 14, 2014)
- C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to revise the June 23, 2014 resolution approving the adoption of all textbooks for the 2014-2015 school year. (See Revised Attachment #2 Dated August 13, 2014)
- D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following appointments, effective September 2, 2014, for the 2014-2015 school year:

Affirmative Action Officer	Kevin Carroll
Gender Equity Officer	Kevin Carroll
504 Officer	Kevin Carroll
Homeless Liaison	Kevin Carroll

- 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 and Regulations for the 2014-2015 school year: (See Attachments)

**Policy No.:**

- 5612 Assaults on District Board of Education Members and Employees
- 5613 Removal of Students for Assaults with Weapons Offenses

**Regulation No.:**

- 5612 Assaults on District Board of Education Members and Employees
- 5613 Removal of Students for Assaults with Weapons Offenses

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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 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>
January 28 & 29, 2015	Buehler Challenger Center Paramus, New Jersey	6

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

<u>Club</u>	<u>Grades</u>	<u>Dates</u>
Gym Activities I	5, 6, 7, 8	September – October 2014
Gym Activities II	5, 6, 7, 8	November 2014
Fall Gym Activities	1, 2	November 2014
Elementary Activities	1, 2	December 2014
Elementary Activities	3, 4	December 2014

**PERSONNEL/NEGOTIATIONS**

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

Moved by: Mr. Brault

Seconded by: Mr. Binder

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

**Amounts 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 Jaime Russo, classroom aide in the Irene E. Feldkirchner Elementary School, effective August 29, 2014, 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 Kelly Wagner to serve as a classroom aide in the Irene E. Feldkirchner Elementary School, replacing Jaime Russo, Step 1, at an hourly rate of \$17.95, for the 2014-2015 school year. (See Attachment)

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- C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Desiree DeNourie, classroom aide in the Irene E. Feldkirchner Elementary School, effective August 29, 2014, 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 Jenny Coelho to serve as a classroom aide in the Irene E. Feldkirchner Elementary School, replacing Desiree DeNourie, Step 1, at an hourly rate of \$17.95, for the 2014-2015 school year.
- E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Jennifer Smith, special education teacher in the Irene E. Feldkirchner Elementary School, effective August 29, 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 Andrea Zerjav to serve as a special education teacher in the Irene E. Feldkirchner Elementary School, replacing Jennifer Smith, Level BA, Step 1, at a salary of \$49,640.00, adjusted to \$49,391.80, for the 2014-2015 school year.
- G. 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 Andrea Zerjav to serve as a part-time, .57 FTE, special education teacher in the Irene E. Feldkirchner Elementary School, Level BA, Step 1, at an annual salary of \$28,365.72, adjusted to \$28,223.88, for the 2014-2015 school year, and as approved in the 2013-2014 school year.
- H. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Michele Wolkun to serve as a special education teacher in the Irene E. Feldkirchner Elementary School, replacing Alexandra Plenzo, Level M, Step 2, at a salary of \$52,140.00, adjusted to \$51,879.30, for the 2014-2015 school year.
- I. 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 Teresa Giordano to serve as a long-term 1<sup>st</sup> grade special education maternity leave substitute teacher in the Irene E. Feldkirchner Elementary School, replacing Danielle Breunig, at a salary of \$49,640.00, prorated, from September 2 through December 1, 2014, and subject to termination upon a ten-day notice for any reason, for the 2014-2015 school year, and as approved in the 2013-2014 school year.
- J. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Sandy Del Pezzo to serve as a long-term 1<sup>st</sup> grade special education maternity leave substitute teacher in the Irene E. Feldkirchner Elementary School, replacing Danielle Breunig, at a salary of \$49,640.00, prorated to \$14,892.00, from September 2 through December 1, 2014, and subject to termination upon a ten-day notice for any reason, for the 2014-2015 school year. (See Attachment)

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- K.** 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 Lisa Costa, to serve as a long-term 3rd grade maternity leave substitute teacher in the Irene E. Feldkirchner Elementary School, replacing Christina Teague, from a salary of \$49,840.00, to a salary of \$52,140.00, 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 to revise the May 27, 2014 resolution approving Kevin Weeks to serve as a general education related arts teacher (physical education) for Camp PAWS extended school year/summer work, from June 30 through August 7, 2014, 4 hours per day, at an hourly rate of \$38.00, from 6 days to a total of 7 days, at an hourly rate of \$38.00, for the 2014-2015.
- M.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to revise the June 23, 2014 resolution approving Amy Berger, Speech and Language Therapist, to perform summer IEP work and therapy, on an as-needed basis, from effective dates of June 30 through August 7, 2014, to effective dates of June 30 through August 29, 2014 from 5 hours, at an hourly rate of \$38.00, not to exceed \$190.00, to 10 hours, at an hourly rate of \$38.00, not to exceed \$380.00, for the 2014-2015 school year.
- N.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to revise the June 23, 2014 resolution approving Bernadette Van Pelt, LDTC, to perform summer IEP work and therapy, on an as-needed basis, from effective dates of June 30 through August 7, 2014, to effective dates of June 30 through August 29, 2014, from 30 hours, at an hourly rate of \$38.00, not to exceed \$1,140.00, to 35 hours, at an hourly rate of \$38.00, not to exceed \$1,330.00, 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 the following named individuals to serve as substitute teachers, in the Green Brook Township School District, at a daily rate of \$85.00, for the 2014-2015 school year. (See Attachments)

Kayanne Chandler (permanent)  
Sandy Del Pezzo (permanent)  
Michele Hourahan (county)  
Jay Wilson (permanent)

- P.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following named individuals to serve as substitute classroom aides, in the Green Brook Township School District, at a daily rate of \$74.41, for the 2014-2015 school year.

Sandy Del Pezzo  
Michele Hourahan

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- Q.** 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.

Michele Hourahan

- R.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following personnel transfers for the 2014-2015 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Maria Botte (Teacher)	GBMS	IEF
Kimberly Pudlak (Teacher)	IEF	GBMS

- S.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Pamela Ostrander, nurse in the Irene E. Feldkirchner Elementary School, to conduct a one-hour student's screening during the month of August, at a rate of \$38.00 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 to revise the April 28, 2014 resolution of the appointment of Jennifer Cifelli, Green Brook Middle School Teacher, Step B, Level 3, from .57 FTE at a salary of \$28,594.32, adjusted to \$28,451.32, to 1.0 FTE at a salary of \$50,040.00, adjusted to \$49,789.80, for the 2014-2015 school year.
- U.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Philip Muniz to serve as a bus aide in the Green Brook Township School District, 1.25 hours per day/5 days per week, Step 1, at an hourly rate of \$17.62, for the 2014-2015 school year.
- V.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Mary Joyner to serve as a bus aide in the Green Brook Township School District, 3 hours per day/5 days per week, Step 1, at an hourly rate of \$17.62, for the 2014-2015 school year. (See Attachment)
- W.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Karen Rink to serve as a bus aide in the Green Brook Township School District, 1.25 hours per day/5 days per week, Step 1, at an hourly rate of \$17.62, for the 2014-2015 school year. (See Attachment)
- X.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval for Emergent Hiring Pending Completion of Criminal History Check and applicants attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq., as applicable for the 2014-2015 school year, for the following personnel:

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Whereas, the aforesaid subjects are not appropriate subjects to be discussed in a public meeting; and

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 8:25 PM**

**ADJOURNMENT**

**Motion to adjourn the meeting at 8:50 PM.**

Moved by: Mr. Azzarello

Seconded by: Ms. Couch

**Vote Unanimous. Motion carried.**

Respectfully submitted,

Kevin Carroll  
Superintendent

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