

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING MINUTES
MONDAY, OCTOBER 27, 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 (arrived at 7:40pm)
Mr. Benscoter
Mr. Binder
Mr. Brault
Ms. Connors
Ms. Couch
Mr. Humphrey
Mr. Martins
Ms. Piccirilli

Administrators

Present: Mr. Kevin Carroll, Superintendent
Mr. Gregory Brennan, Business Administrator/Board Secretary

SUPERINTENDENT'S REPORT

- Performance by Jen Cifelli and Choir
- New Principal Introduction
- Green Brook Township Public Schools' Nursing Plan presented by Pam Ostrander
- **Enrollment**

IEF	455
GBMS	439
WHRHS	450
- Security Drills/Discipline/HIB (See Principal's Reports)
- NJASK Presentation
- **Staff Coverage for September**

October 27, 2014

Number of Substitute Days	38		
Number of Substitutes	14		
Cost of Substitutes	\$3,164.11		
Number of Staff Coverage Periods	3		
Cost of Staff Coverage	\$102.00		
• <u>Staff Attendance for September</u>			
Administration	98%	Facilities & Operations	95%
Teachers	99 %	Aides	98%
Transportation	97%	Office Personnel	99%
• <u>Student Attendance for September</u>			
IEF	97.80%		
GBMS	99.56%		

MINUTES

Motion to approve the following Minutes:

Moved by:	Mr. Brault	Seconded by:	Mr. Martins
	Agenda/Business Meeting		Monday, August 25, 2014
	Agenda/Business Meeting		Monday, September 22, 2014

Roll Call Vote. Vote Unanimous. Motion carried.

EXECUTIVE SESSION

Motion to move into Executive Session at 7:15 PM

Moved by:	Mr. Martins	Seconded by:	Mr. Binder
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Whereas, the Board of Education must discuss subjects concerning personnel and other agenda matters such as negotiations and the potential for litigation; and

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 7:35 PM

FINANCE/BUILDINGS & GROUNDS

Chair – Bruce Martins

Members – Gerry Binder, John Brault & Lisa Couch

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

Moved by: Mr. Martins

Seconded by: Mr. Brault

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 bills for October 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 August, and

WHEREAS, these reports show the following balances on August 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,

FUND -	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund			
(11)Current Expense	\$2,174,716.38	\$23,200,017.11	\$25,128,376.40
(12)Capital Outlay			
(20)Special Revenue Fund	(\$41,785.18)	\$270,539.31	\$329,976.54
(30)Capital Projects Fund	\$447,112.53	\$0.00	\$678,403.60
(40)Debt Service Fund	\$18,194.35	\$137,225.00	\$1,435,883.85
TOTAL	\$2,598,238.08	\$23,607,781.42	\$27,572,640.39

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 August 1, 2014 through August 31, 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:

September 30, 2014	\$450,475.90
October 15, 2014	\$448,801.55

E. 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 #2546, in the amount of \$54,350.00, for the 2014-2015 school year.

F. The Superintendent recommends and I so move the Board of Education of the Township of Green Brook approval to amend the July 28, 2014 resolution approving Watchung Hills Regional High School Learning and Language Disabilities tuition contract agreement for high school student #2531, in the amount of \$54,350.00 to the Multiple Disabilities Program, in the amount of \$49,552.00, for the 2014-2015 school year.

G. The Superintendent recommends and I so move the Board of Education of the Township of Green Brook approval to amend the July 28, 2014 resolution approving Watchung Hills Regional High School Learning and Language Disabilities tuition contract agreement for high school student #2525, in the amount of \$54,350.00 to the Multiple Disabilities Program, in the amount of \$49,552.00, for the 2014-2015 school year.

H. 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 Douglass Developmental Disabilities Center, effective November 3, 2014, in the amount of \$101,000.00, prorated, 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 purchase a 2015 Chevrolet 20 passenger wheelchair van Commission (VIN # 1GB3G3BG4F1116524, Model G33803) from Van-Con, Inc. through Middlesex Regional Educational Services Commission, in the amount of \$50,745.50, for the 2014-2015 school year.

J. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the 2015-2016 Budget Development Calendar, and as approved in the 2014-2015 school year. (See Attachment)

- K.** 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	Mileage	Cost
A. Berger	12/8-9/2014	NE Conference for School-Based SOPS	\$389.00	80.8	\$25.05
C. Fox	12/8/2014	Health Education Conference	\$115.00	---	---
D. Horvaht	12/9/2014	Utilizing Cutting-Edge Technology to Enhance your World Language Instruction in Grades 6-12	\$235.00	28	\$8.68
E. Muglia	12/10/2014	ODD, ASD, ADHD and Mood Disorders	\$189.99	23.2	\$7.19
S. Rego	12/9/2014	Utilizing Cutting-Edge Technology to Enhance your World Language Instruction in Grades 6-12	\$235.00	28	\$8.68
M. Silver	10/22/2014	Trans Options Solar Sprints Workshop	---	47.6	\$14.76
G. Schaefer	2/23-24/2015	2015 NJAHPERD Annual Convention	\$150.00	---	---
C. Yanes	2/23-24/2015	2015 NJAHPERD Annual Convention	\$150.00	---	---

- L.** 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 Suneeta Chacko-Varkey, MD from performing psychological evaluations to performing psychiatric evaluations for the Green Brook Township School District, at a rate of \$500 per evaluation, not to exceed \$2,000, for the 2014-2015 school year.

EDUCATIONAL DEVELOPMENT/POLICY

Chair – Maria Piccirilli

Members – John Azzarello, Darlene Connors & John Brault

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

Moved by: Mr. Azzarello

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 2014-2015 Green Brook Township Public Schools' Nursing Plan. (See Attachment 1)
- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following trip, at a cost to the Board of Education in the amount of \$30.00, 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 Kimberly Lehlbach to serve as an instructional aide in the Irene E. Feldkirchner Elementary School, Step 1, at an hourly rate of \$17.95 (amount may change pending ratification of contract) effective October 28, 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 the following instructional aide transfers for the 2014-2015 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Pamela Walker	GBMS	IEF
Patricia Toscano	WHRHS	GBMS

- F.** 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 2)

Ami Bauer (permanent)

- G.** 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 substitute classroom aide, in the Green Brook Township School District, at a daily rate of \$74.41, for the 2014-2015 school year.

Ami Bauer

- H.** 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:

Jason Weber

- I.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Jillian Mahon from Kean University to serve as a student teacher in the Green Brook Middle School, cooperating teacher, Cathy Yanes, from March 16 through May 18, 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 of James Bigsby to serve as Principal of the Green Brook Middle School, effective November 17, 2014, at an annual salary of \$120,000.00, prorated at \$75,000.00, for the 2014-2015 school year. (See Attachment 3)

BOARD MEETING DATES

Workshop Meeting

Monday, November 10, 2014

Agenda/Business Meeting

Monday, November 24, 2014

ADJOURNMENT

Motion to adjourn the meeting at 8:45 PM.

Moved by: Ms. Couch

Seconded by: Mr. Martins

Vote Unanimous. Motion carried.

Respectfully submitted,

Gregory E. Brennan
SBA/Board Secretary