

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING AGENDA  
MONDAY, DECEMBER 14, 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 **November 25, 2015** and posted in the Green Brook Middle School and the Irene E. Feldkirchner School.

**IV. ROLL CALL**

Mr. Azzarello  
Mr. Brault  
Ms. Connors  
Ms. Couch  
Mr. Humphrey  
Mr. Martins  
Ms. Piccirilli  
Mr. Thomas-Hooke

**V. BOARD CANDIDATES**

**VI. SUPERINTENDENT'S REPORT**

- 2014-2015 Audit: Steven J. McDermott, CPA RMA PSA CMFO, Suplee, Clooney & Company
- 2016-2017 Budget Overview, Gregory Brennan and Kevin Carroll
- Policy Updates

- **Enrollment**

IEF	459
GBMS	446
<u>WHRHS</u>	<u>447</u>
Total	1,352

● **Staff Coverages for November**

Number of Substitute Days	64
Number of Substitutes	16
Cost of Substitutes	\$6,167.50
Number of Staff Coverage Periods	15
Cost of Staff Coverage	\$540.00

**VII. CORRESPONDENCE**

Mr. James Benscoter's letter of resignation from the Board of Education

**VIII. PUBLIC QUESTIONS & COMMENTS (AGENDA ITEMS ONLY)**

**IX. MINUTES**

**X. 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 - I:**

- A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the bills for December in the following amounts for the 2015-2016 school year:

Fund 10:	\$ 988,921.46
Fund 20:	\$ 28,374.81
Fund 60:	\$ 57,948.63
Total:	\$1,075,244.90

- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the transfers for October 1, 2015 through October 31, 2015.

- C.** 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:

**WHEREAS**, the Board of Education has received the attached reports of the treasurer and secretary for the month of October and

**WHEREAS**, these reports show the following balances on October 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

<b>FUND -</b>	<b>CASH BALANCE</b>	<b>APPROPRIATION BALANCE</b>	<b>FUND BALANCE</b>
(10) General Current Expense Fund			
(11)Current Expense	\$3,249,975.29	\$17,601,370.85	\$19,585,295.73
(12)Capital Outlay			
(20)Special Revenue Fund	\$131,038.42	\$267,600.46	\$225,779.22
(30)Capital Projects Fund	\$10,027.12	\$109,894.40	\$404,099.15
(40)Debt Service Fund	\$388,487.53	\$1,392,325.00	\$1,392,743.85
<b>TOTAL</b>	<b>\$3,779,528.36</b>	<b>\$19,371,190.71</b>	<b>\$21,607,917.95</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.

**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 2015-2016 school year:

November 30, 2015                      \$473,568.89

**E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook to approve and accept the recommendations made by the auditing firm of Suplee, Clooney & Company in the 2014-2015 Comprehensive Annual Financial Report, and as approved in the 2015-2016 school year.

**F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the tuition reimbursement to Carolyn Seracka for the 2014 fall course at Seton Hall University, Integrity Leadership, in the amount of \$1,986.00, and the 2015 spring course, Leadership in Healthcare Business, in the amount of \$1,986.00, for a total reimbursement in the amount of \$3,972.00, for the 2015-2016 school year.

**G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following trips, at a cost to the Board, for the 2015-2016 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>	<u>Cost</u>
January 8, 2016	State House Annex Trenton	Grs. 7, 8 PGC Mini Model Congress	\$356.00
January 13, 2016	WHRHS	GBMS Singers	\$ 76.00

**H.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the November 23, 2015 resolution of the following trip, at a cost to the Board, for the 2015-2016 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>	<u>Cost</u>
December 17, 2015	Rutgers Alexander Library New Brunswick, NJ	8th Grade	From: \$159.00 To: \$189.00

**I.** 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:

Employee	Date	Workshop/Meeting	Cost	Mileage	Cost	Tolls
M. Appio E. Muglia B. VanPelt	1/21/2016	Responding to Student Needs: Writing Procedurally and Substantively Compliant IEPs	\$30.00 " "	19.6 " "	\$6.08 " "	--- --- ---
J. Bigsby K. Carroll J. Weber	1/14/2016	NJSSC Seminar: Social Media/ Legal Decisions	--- --- ---	37.6 " "	11.66 " "	--- --- ---
P. Ostrander	2/3/2016	Statewide PreSchool Nurses' Mtg.	---	84.40	\$26.15	\$1.50
G. Schaefer	2/22/16	2016 New Jersey Association for Health, Physical Education,	\$110.00	---	---	---

		Recreation and Dance (NJAHPERD) Annual Convention				
A. Vicendese	12/15/2015	AppleTech Update for Education	---	37	\$11.47	---

**XI. 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 - D:**

**A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following trip, at no cost to the Board, for the 2015-2016 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>
January 28, 2016	Morris Museum Morristown, NJ	Gr. 3
January 29, 2016	Morris Museum	Gr. 3

**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 Policies and Regulations, for the 2015-2016 school year:

- P & R 1240 Evaluation of Superintendent (M) (Revised)
- P & R 3221 Evaluation of Teachers (M) (Revised)
- P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P & R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P 3431.1 Family Leave (M) (Revised)
- P 4431.1 Family Leave (M) (Revised)
- P 5337 Service Animals (New)
- P 5516 Use of Electronic Communication and Recording Devices (ECD) (M) (Revised)

**C.** 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 2015-2016 school year:

Policy No.  
4433 Vacations (Support Staff)

D. 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 2015-2016 school year:

<u>Club</u>	<u>Grades</u>	<u>Dates</u>
Winter Gym Activities	2-4	January 12, 13, 14, 2016
Battle of the Books Club	5-8	January 15 – June 4, 2016
Winter Gym Activities	K-1	January 25, 26, 27, 2016

**XII. 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 - C:**

- A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the FMLA leave for Employee No. 0722, bus driver for the Green Brook Township School District, from December 18, 2015 through February 5, 2016, with employee entitled to additional FMLA leave through March 23, 2016, if deemed necessary by employee's physician, for the 2015-2016 school year.
- B. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the intermittent FMLA leave for Employee No. 0553, classroom aide in the Irene E. Feldkirchner Elementary School, effective December 4 through December 11, 2015, with additional FMLA days to be taken as needed, not to exceed a total of 12 weeks of FMLA leave, for the 2015-2016 school year.
- C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Celeste Ostry to serve as a substitute classroom aide in the Green Brook Township School District, at a daily rate of \$85.00, for the 2015-2016 school year.

**XIII. PUBLIC QUESTIONS AND COMMENTS**

**IX. GENERAL**

**X. LEGISLATIVE**

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

December 14, 2015

**XII. WATCHUNG HILLS BOARD OF EDUCATION**

**XIII. NEW JERSEY SCHOOL BOARDS REPRESENTATIVE**

**XIV. SOMERSET COUNTY SCHOOL BOARDS ASSOCIATION**

**XV. SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION**

**XVI. PTO REPORT**

**XVII. OLD BUSINESS**

**XVIII. NEW BUSINESS**

**XIX. BOARD MEETING DATES**

Reorganization Meeting

Wednesday, January 6, 2016

**XX. ADJOURNMENT**

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