

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING MINUTES  
MONDAY, JULY 27, 2015  
7:00 P.M.**

**MEETING CALLED TO ORDER**- The meeting was called to order at 7:00 pm by Ms. Maria Piccirilli, Board Vice 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 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.

**ROLL CALL**

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

Absent:                    Mr. Bencoter  
                                  Mr. Humphrey

Administrators

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

**SUPERINTENDENT'S REPORT**

- Introduction of New Hires
- Summer Plans and Projects
  - Hiring
  - Curriculum Writing
  - Professional Development Opportunities
  - Schedules
  - G.A.T.E.
  - World Languages: Latin
  - Camp PAWS/ESY
    - 1. PAWS Wraparound
  - GBEAF Before & After School Care Program

- o Board Committee Process
- o Superintendent Merit Goals

- **Enrollment**

IEF 464  
 GBMS 444  
 WHRHS 440  
 Camp P.A.W.S.

- **Staff Coverage for June**

Number of Substitute Days 106  
 Number of Substitutes 21  
 Cost of Substitutes \$9,096.20  
 Number of Staff Coverage Periods 37  
 Cost of Staff Coverage \$1,332.00

- **Staff Attendance for June**

Administration	99%	Facilities & Operations	99%
Teachers	95 %	Aides	96%
Transportation	98 %	Office Personnel	94%

- **Student Attendance for June**

IEF 96.74%  
 GBMS 96.39 %

**FINANCE/BUILDINGS & GROUNDS**

Chair – Bruce Martins

Members – John Azzarello, John Brault & Lisa Couch

**The Superintendent recommends and I so move resolutions A – Z:**

Moved by: Ms. Couch

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 bills for July in the following amounts for the 2015-2016 school year:

Fund 11	483,811.32
Fund 20	2,985.00
Fund 30	25,290.14
Fund 40	113,850.00
Fund 60	21,082.63
<b>Total</b>	<b>647,019.09</b>

**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 May 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>APPROPRIA TION BALANCE</b>	<b>FUND BALANCE</b>
(10) General Current Expense Fund			
(11)Current Expense	\$1,990,105.10	\$4,733,814.63	\$6,662,173.92
(12)Capital Outlay			
(20)Special Revenue Fund	\$79,735.49	\$62,233.98	\$125,471.21
(30)Capital Projects Fund	\$222,379.27	(\$556,572.09)	\$121,831.51
(40)Debt Service Fund	(\$122,985.65)	\$0.00	\$60,658.85
<b>TOTAL</b>	<b>\$2,169,234.21</b>	<b>\$4,239,476.52</b>	<b>\$6,970,135.49</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 May 1, 2015 through May 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:

June 19, 2015	\$365,896.02
June 30, 2015	\$129,928.88

July 27, 2015

**E.** 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
G. Azcona D. Bishop G. Brennan	7/2/2015	CSI Training	Mileage
K. Carroll	7/31/15	Somerset County Business Partnership: Friars Public Policy Luncheon	\$75.00 + Mileage
S. Casazza	10/12/15	NJ School Counselor Association - Fall Conference	\$125.00

**F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the June 22, 2015 resolution approving the following workshop for the 2015-2016 school year:

Employee	Date	Workshop/Meeting	Cost
A. Berger	7/22-23/2015	Visualizing and Verbalizing for Common Core	\$178.00

**G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the stipend assignments, for the 2015-2016 school year. (See Attachment)

**H.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Craig Stanton to write the music curriculum for Grades Pre-K through 4, ten hours per grade level, not to exceed a total of 60 hours, at a rate of \$34.00 per hour, not to exceed \$2,040.00, 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 agreement between the Green Brook Township School District and The Newgrange School and Education Center to provide teacher Wilson Language Training, three sessions, at a total cost of \$11,485.00, for the 2015-2016 school year.

**J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Craig T. Barth, M.A. to provide audiological evaluation services, for the 2015-2016 school year, as follows:

Comprehensive Audiological Evaluations:	\$110.00	Not to Exceed: \$220.00
Central Auditory Processing Evaluations:	\$360.00	Not to Exceed: \$720.00

July 27, 2015

**K.** 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 be determined, for the 2015-2016 school year:

<u>Date</u>	<u>Trip Destination</u>	<u>Grade</u>
June 6-8, 2016	Washington, DC	Gr. 8

**L.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to provide transportation for the following Green Brook Township Recreation trip for the 2015-2016 school year:

<u>Date</u>	<u>Trip Destination</u>	<u>Revenue</u>
July 17, 2015	Camelbeach Mountain Waterpark Tannersville, PA	\$650.00

**M.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 22, 2015 resolution of the following Camp PAWS trips/events, at the revised designated cost to the Board, for the 2015-2016 school year:

<u>Date</u>	<u>Event</u>	<u>Cost</u>	<u>Transportation</u>
July 16, 2015	Dunellen Cinema Dunellen, NJ	\$1,000.00	From: \$218.00 To: \$327.00
July 29, 2015	Turtleback Zoo West Orange, NJ	NA	From: \$406.00 To: \$609.00
August 5, 2015	Colonial Park Field Trip Somerset, NJ	\$ 280.00	From: \$328.00 To: \$492.00

**N.** 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>	<u>School</u>	<u>Tuition</u>
5167737805	Lakeview School	\$13,683.60
7950167891	Lake Drive School	\$ 4,650.00

**O.** 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>	<u>School</u>	<u>Tuition</u>
5167737805	Lakeview School	\$82,101.60
7950167891	Lake Drive School	\$62,000.00

July 27, 2015

**P.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the New Jersey Commission for the Blind and Visually Impaired contract to provide technical assistance, consultative and instructional services for special education student #8967650183 in the amount of \$1,900, for the 2015-2016 school year.

**Q.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval a contract with Newmark Education to provide training to staff members to develop a consistent and cohesive behavior disabilities program for special education students in the amount of \$19,900, for the 2015-2016 school year.

**R.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the License Agreement between The Green Brook Board of Education and the Green Brook Education and Athletic Association for the 2015-2016 school year.

**S.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Lease Agreement between The Green Brook Board of Education and Watchung Hills Junior Warrior Football Association 2015-2016 school year.

**T.** 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:

**A RESOLUTION OF GREEN BROOK BOARD OF EDUCATION AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, Green Brook Board of Education has determined to move forward with the EMEX Reverse Auction in order procure electricity for Green Brook Board of Education; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Green Brook Board of Education will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at [www.energymarketexchange.com](http://www.energymarketexchange.com); and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and be it

WHEREAS, if the auction achieves a price of \$.10499/kWh or less for a 12 month term, a price of \$.10500/kWh or less for an 18 month term, or a price of \$.10255/kWh or less for a 24 month term; Green Brook Board of Education shall ratify the award of a contract to the winning supplier for the selected term.

RESOLVED, that a certified copy of the within Resolution be forwarded by the Borough Clerk to the following and;

FURTHER RESOLVED, that the Business Administrator of the Green Brook Board of Education be and he hereby is authorized to execute on behalf of the Green Brook Board of Education any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$.10499/kWh or less for a 12 month term, a price of \$.10500/kWh or less for an 18 month term, or a price of \$.10255/kWh or less for a 24 month; Green Brook Board of Education may award a contract to the winning supplier for the selected term.

U. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 22, 2015 resolution approving an extended-school-year transportation jointure with Bound Brook Board of Education, route 101LKS1 (Lakeview School), at a total revenue of \$7,380.00 to a total revenue of \$4,920.00, for the 2015-2016 school year.

V. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 22, 2105 resolution approving a transportation jointure with Watchung Hills Regional High School, route HSESY15 (WHRHS ESY), at a total revenue of \$1,800.00 to a total revenue of \$1,200.00, for the 2015-2016 school year.

W. 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 Kevin Carroll, Superintendent of Schools, quantitative and qualitative criteria and associated merit salary bonuses in recognition of his achievement during the 2014-2015 school year, and

Whereas, the Board of Education developed a set of annual goals for the 2014-15 school year that it included in its contract with Kevin Carroll therefore, be it

Resolved, the Board of Education approves the qualitative and quantitative criteria provided to the Board and merit salary bonuses be paid to Kevin Carroll in the amount of \$6,380.00 and directs that these incentives be submitted to the Executive County Superintendent of Schools for approval before compensation. (See Attachment)

X. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following workshop and mileage reimbursements for the 2015-2016 school year:

Employee	Date	Workshop/Meeting	Cost
J. Bigsby	7/28/2015	Newmark Education Training for Behavioral Disabilities In-District Program	
E. Muglia D. Ressa K. Shangle	7/28-29/2015		Mileage per person

Y. The Superintendent recommends and I so move Board of Education of the Township

July 27, 2015

of Green Brook approval to accept the following Plainfield School District special education tuition student AW to attend the Green Brook Township School District's Camp Paws Program, at a tuition of \$527.00, prorated, for the 2015-2016 school year.

**Z.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to charge our four special education tuition students (AW, AK, QD & MC) that are attending the Green Brook Township School District's Camp Paws Program field trips, a charge of \$23.00 per student, for the 2015-2016 school year.

### **EDUCATIONAL DEVELOPMENT/POLICY**

Chair – Maria Piccirilli

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

#### **The Superintendent recommends and I so move resolutions A - C:**

Moved by: Mr. Martins

Seconded by: Mr. Azzarello

#### **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 for the implementation of a Behavioral Disabilities Program in the Green Brook Middle School, for the 2015-2016 school year. The purpose of the program is to effectively meet the academic, behavioral and social needs of special education students in grades 5-8.

**B.** I so move Board of Education of the Township of Green Brook approval of the following appointments for the 2015-2016 calendar year:

Affirmative Action Officer	Sandra Stanton
Attendance Officer	Derek Ressa
District Test Coordinator	James Bigsby
HIB Designee	Armand Lamberti
Homeless Liaison	Derek Ressa

**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 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)

July 27, 2015



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
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**PERSONNEL/NEGOTIATIONS**

Chair – Lisa Couch

Members – John Azzarello, Maria Piccirilli & Doug Humphrey

**The Superintendent recommends and I so move resolutions A – R; Mr. Azzarello abstained from Items F & R:**

Moved by: Mr. Azzarello

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 Ashley Grutta to serve as the music teacher in the Irene E. Feldkirchner Elementary School, effective September 1, 2015 through January 31, 2016, Level BA, Step 2 at an annual salary of \$50,080.00, prorated, and February 1 through June 30, 2016, Level BA, Step 2, at an annual salary of \$51,185.00, prorated, for the 2015-2016 school year. (See Attachment)

**B.** 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 second grade teacher in the Irene E. Feldkirchner Elementary School, effective September 1, 2015 through January 31, 2016, Level BA, Step 2 at an annual salary of \$50,080.00, prorated, and February 1 through June 30, 2016, Level BA, Step 2, at an annual salary of \$51,185.00, prorated, 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 Hallie Yula to serve as a first grade teacher in the Irene E. Feldkirchner Elementary School, effective September 1, 2015 through January 31, 2016, Level BA, Step 2 at an annual salary of \$50,080.00, prorated, and February 1 through June 30, 2016, Level BA, Step 2, at an annual salary of \$51,185.00, prorated, for the 2015-2016 school year. (See Attachment)

**D.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Kayleigh Shangle to serve as a special education teacher in the Green Brook Middle School, effective September 1, 2015 through January 31, 2016, Level M, Step 2 at an annual salary of \$52,380.00, prorated, and February 1 through June 30, 2016, Level BA, Step 2, at an annual salary of \$53,485.00, prorated, for the 2015-2016 school year. (See Attachment)

July 27, 2015

**E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Donald Coward, to serve as a part-time custodian in the Green Brook School District, effective July 28, 2015 through June 30, 2016, Step A, at an annual salary of \$20,205.00, prorated, for the 2015-2016 school year.

**F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the May 11, 2015 resolution approving the renewal of Employee No. 0607, for the 2015-2016 school year.

**G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Drisana McFadden, teacher in the Irene E. Feldkicher Elementary School, effective August 1, 2015, for the 2015-2016 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 Kristen Prentice, special education teacher in the Green Brook Middle School, effective August 1, 2015, for the 2015-2016 school year.

**I.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Thomas Gottlick, bus driver for the Green Brook Township School District, effective August 31, 2015, for the 2015-2016 school year.

**J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Maggie Silver to provide support services for the Summer Reading Workshop, \$38 per hour, not to exceed \$675.00, for the 2015-2016 school year.

**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 a classroom aide 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:

Chantal Reffler

**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 a substitute classroom aide for Camp PAWS extended school year/summer work, from July 21 through August 13, 2015, on an as-needed basis, at an hourly rate of \$18.86, for the 2015-2016 school year:

Regina Herman

**M.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the May 11, 2015 resolution approving the personnel transfer of Linda Flora, for the 2015-2016, as follows:

From: IEF (F/T)

To: IEF (P/T)  
GBMS (P/T)

July 27, 2015

**N.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the May 26, 2015 resolution approving 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:

<u>Name</u>	<u>Position</u>	<u>Hours</u>	<u>Not to Exceed</u>
Dr. Emilia Muglia	School Psychologist	From: 30 Hours To: 62 Hours	From: \$1,140 To: \$2,356

**O.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Megan Paulus to serve as a special education teacher in the Green Brook Middle School, replacing Kristen Prentice, effective September 1, 2015 through January 31, 2016, Level M, Step 3, at an annual salary of \$52,585.00, prorated, and February 1 through June 30, 2016, Level M, Step 3, at an annual salary of \$53,685.00, prorated, for the 2015-2016 school year.

**P.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to revise the June 22, 2015 resolution to increase the hours of the following driver and bus aide, for the extended-school year program, effective July 8, 2015, for the 2015-2016 school year:

Name	Hourly Rate	Hours	Days
Lizavetta Flores Approved: June 22, 2015	\$25.86	3.5 hrs./day	10 days
		5.5 hrs./day	24 days
Total Additional Hours Effective July 8, 2015:		21.75 hrs.	
Karen Rink Approved: June 22, 2015	\$17.84	3 hrs./day	10 days
		5 hrs./day	24 days
Total Additional Hours Effective July 8, 2015:		21.75 hrs.	

**Q.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Jamie Korot, classroom aide in the Irene E. Feldkirchner Elementary School, effective immediately, for the 2015-2016 school year.

**R.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to terminate substitute bus driver aide, Employee No. 0677, effective immediately, for the 2015-2016 school year.

**BOARD MEETING DATES**

Monday, August 24, 2015	Agenda/Business Meeting
Monday, September 28, 2015	Agenda/Business Meeting

**EXECUTIVE SESSION**

July 27, 2015

**Motion to move into Executive Session at 10:10 PM**

Moved by: Mr. Azzarello

Seconded by: Ms. Piccirilli

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 10:15 PM**

**ADJOURNMENT**

**Motion to adjourn the meeting at 10:18 PM.**

Moved by: Mr. Brault

Seconded by: Mr. Martins

**Vote Unanimous. Motion carried.**

Respectfully submitted,

Gregory E. Brennan  
SBA/Board Secretary