

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING MINUTES
MONDAY, NOVEMBER 25, 2013
7:00 P.M.**

MEETING CALLED TO ORDER- The meeting was called to order at 7:00 pm by Mr. James Bencoter, 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 8, 2013, and posted in the Green Brook Middle School and the Irene E. Feldkirchner Elementary School.

ROLL CALL

Present: Mr. Bencoter
Mr. Binder
Mr. Brault
Ms. Couch
Mr. Humphrey
Mr. Martins
Ms. Piccirilli

Absent: Ms. Maillaro
Mr. Petrillo

Administrators

Present: Dr. Richard Labbe, Superintendent
Mr. Gregory Brennan, Business Administrator/Board Secretary

SUPERINTENDENT'S REPORT

- Comprehensive Annual Fiscal Report (CAFR)
 - Warren Korecky, Suplee. Clooney and Company
- 2014-15 Buildings and Grounds and Capital Projects Proposed Budget Presentation
- Strategic Action Plan Update
 - November 15th and 16th Planning Conference
- November 5, 2013 Board of Education Election Results

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	4,103,279.77	20,478,040.56	21,305,101.21
(12)Capital Outlay			
(20)Special Revenue Fund	231,639.93	292,940.59	317,712.65
(30)Capital Projects Fund	283,624.78	840.00	514,880.89
(40)Debt Service Fund	246,621.33	1,357,675.00	1,378,798.85
TOTAL	4,865,165.81	22,129,496.15	23,516,493.60

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 September 1, 2013 through September 30, 2013.
- 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 2013-2014 school year:

October 31, 2013	\$424,109.30
November 15, 2013	\$454,192.86

- E. 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 2013-2014 school year, as follows:

<u>Employee</u>	<u>Date</u>	<u>Workshop/Meeting</u>	<u>Cost</u>	<u>Mileage</u>	<u>Cost</u>
L. Hauser	02/24-25/14	2014 NJAHPERD Annual Convention	\$100	---	---
R. Labbe	01/24/14	Staying out of Legal Hot Water in Special Education	\$149	80.8	\$25.05

- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the August 26, 2013, resolution approving Michele Wolkun to serve as a long-term Grade 5 maternity leave substitute teacher in the Green Brook Middle School, replacing Erin Jones, from effective dates of September 3 through November 29, 2013, to effective dates of September 3 through December 31, 2013, at a salary of \$49,640.00, prorated, and subject to termination upon a ten-day notice for any reason, for the 2013-2014 school year.
- C.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 24, 2013 resolution approving Leslie Christadore, Grade 1 teacher in the Irene E. Feldkirchner Elementary School, for a paid sick leave, from effective dates of October 11 through November 25, 2013 to effective dates of October 11 through December 2, 2013, for the 2013-2014 school year.
- D.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the June 24, 2013 resolution approving Leslie Christadore, Grade 1 teacher in the Irene E. Feldkirchner Elementary School, for an unpaid child care leave, from effective dates of November 26, 2013 through March 5, 2014, to effective dates of December 3 through March 7, 2014, for the 2013-14 school year.
- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the September 23, 2013 resolution approving Teresa Giordano to serve as a Grade 1 long-term maternity leave substitute teacher in the Irene E. Feldkirchner Elementary School, replacing Leslie Christadore, from effective dates of October 11, 2013 through March 5, 2014, to effective dates of October 11, 2013 through March 7, 2014, at a salary of \$49,640.00, prorated, and subject to termination upon a ten-day notice for any reason, for the 2013-2014 school year.
- F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the November 11, 2013 resolution approving Jeff Danon to serve as a Math Teacher in the Green Brook Middle School, replacing Michele Freda, Level M, Step 2, at a salary of \$52,140, adjusted to \$51,879.30 (prorated), from an effective date of November 25, 2013, to an effective date of December 2, 2013, for the 2013-2014 school year.
- G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the October 28, 2013 resolution approving the paid sick days for employee no. 0604 from October 15 through November 5, to effective dates of October 15 through November 1, 2013, for the 2013-2014 school year.
- H.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the September 23, 2013 resolution approving the unpaid sick leave for Employee No. 0075 from effective dates of October 29 through November 26, 2013, to effective dates of October 29, through November 29, 2013, for the 2013-2014 school year.
- I.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Este Jelmert to serve as an instructional aide in the ABA Program in the Irene E. Feldkirchner Elementary School, effective December 2, 2013, Step 1, at an hourly rate of \$17.95, for the 2013-2014 school year. (See Attachment)

- J.** 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 a substitute classroom aides, in the Green Brook Township School District, at a daily rate of \$74.41, for the 2013-2014 school year. (See Attachments)

Lauren Blackwood
Danielle Sauer

- K.** 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 a substitute secretaries, in the Green Brook Township School District, at a daily rate of \$74.41, for the 2013-2014 school year. (See Attachments)

Terri Marano
Danielle Sauer

- L.** 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 2013-2014 school year. (See Attachments)

Lauren Blackwood (county)
Jenny Coelho (county)
Benjamin Cohen (county)
Jeff Danon (permanent)
Danielle Sauer (county)

- M.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Sandra Stanton to serve as the Supervisor of Instruction for the Green Brook Township School District, effective January 2, 2014, at an annual salary of \$95,000, prorated, for the 2013-2014 school year. (See Attachment)

- N.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Timothy Charleston to serve as the Supervisor of Instruction for the Green Brook Township School District, effective January 2, 2014, at an annual salary of \$95,000, prorated, for the 2013-2014 school year. (See Attachment)

- O.** 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 2013-2014 school year.

Chantal Reffler (county/renewal)

- P.** 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 nurse, in the Green Brook Township School District, at a daily rate of \$125.00, for the 2013-2014 school year.

Joyce Papcun (county/renewal)

Motion to approve the following resolution:

Moved by: Mr. Binder

Seconded by: Mr. Martins

The Superintendent recommends and I so move Board of Education of the Township of Green Brook to approve the 2013 Auditors Report, for the 2013-2014 school year.

Roll Call Vote. Mr. Brault abstained. Motion carried

EXECUTIVE SESSION

Motion to move into Executive Session at 7:50 PM

Moved by: Ms. Couch

Seconded by: Mr. Martins

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 8:20 PM

BOARD MEETING DATES

Agenda/Business Meeting

Monday, December 9, 2013

ADJOURNMENT

Motion to adjourn the meeting at 8:30 PM.

Moved by: Mr. Binder

Seconded by: Mr. Martins

Vote Unanimous. Motion carried.

Respectfully submitted,

Gregory E. Brennan
SBA/Board Secretary