

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING MINUTES  
MONDAY, FEBRUARY 24, 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. Martins  
                                  Ms. Piccirilli

Absent:                    Mr. Humphrey

Administrators

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

**SUPERINTENDENT'S REPORT**

- 2013-14 School Calendar Revision
- First Readings – Policy & Regulations
  - Superintendent Evaluation
  - Teacher Evaluation
  - Principal Evaluation
- 2013-2014 NJ Schools Performance Report
- 2012-13 NJ DOE Official mSGP
- Strategic Action Plan Update
- 2014-15 Camp PAWS



- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution for the 2013-2014 school year:

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

WHEREAS, these reports show the following balances on December 31, 2013:

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	3,283,526.62	22,717,396.37	15,096,518.69
(11)Current Expense			
(12)Capital Outlay			
(20)Special Revenue Fund	227,481.74	289,228.97	300,797.46
(30)Capital Projects Fund	283,589.82	840.00	514,880.89
(40)Debt Service Fund	419,338.36	1,496,875.00	1,184,558.35
<b>TOTAL</b>	<b>4,213,936.54</b>	<b>24,504,340.34</b>	<b>17,096,755.39</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 December 1, 2013 through December 31, 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:

January 31, 2014	\$401,147.85
February 15, 2014	\$460,294.17

- E.** 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, in 1993 the New Jersey Department of Education (DOE), Human Services (DHS) and Treasury began the Special Education Medicaid Initiative (SEMI); and

WHEREAS, the purpose of SEMI is to recover a portion of costs for certain Medicaid covered services provided to Medicaid-eligible students enrolled in participating New Jersey local education agencies (LEAs); and

WHEREAS, this revenue is beneficial to both the LEA and the State; and

WHEREAS, in 2014-2015 the district will budget \$3,136.56 in Federal Medicaid revenue; and

WHEREAS, Federal Medicaid revenue is available through SEMI only if Federal and State Medicaid requirements are met; and

WHEREAS, the Green Brook Board of Education has less than the required 40 Special Education students necessary for mandatory participation; and

WHEREAS, a waiver approval by the Somerset County Department of Education will not preclude the Green Brook Board of Education for participating in the SEMI program and will not bind the district to the reporting and administrative requirements of SEMI.

NOW, THEREFORE, BE IT RESOLVED, that the Green Brook Board of Education does hereby apply for a waiver for the SEMI program,

BE IT FURTHER RESOLVED, that the Board Secretary is hereby directed to provide a certified copy of this authorizing resolution to the Somerset County Department of Education including the Executive County Superintendent of Schools and the Executive County Business Administrator.

- F.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept tuition student ZH from the Garfield School District to attend the Green Brook Township School District, effective January 2, 2014, at a tuition rate of \$23,257.74, prorated, 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 accept tuition student SP from the Garfield School District to attend the Green Brook Township School District for the 2011-2012, 2012-2013 and 2013-2014 school years, at a tuition rate of \$13,302.60 per year, 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 to amend the September 23, 2013 resolution approving a transportation jointure with Watchung Hills Regional High School (Route CS325) to the Green Brook Board of Education Transportation Department now providing transportation services, at a daily cost of \$81.00, 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 the following workshops 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>
C. Seracka	3/11-14/14	National Association of Pediatric Nurse Practitioners	\$455.00	---	---
B. Stanton	3/16/14	RIISA and MCCC Spring Conference	\$125.00	21.8	\$6.76

- J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to reimburse John Azzarello for all of the fees and costs associated with Assembly Bill 444 amending N.J.S.A. 18A: 12-1 et seq., which requires that all members of a board of education or members of a board or trustees of a charter school, undergo a criminal history record check. Reimbursement for administrative and MorphoTrust fees will be provided only upon the submission of the appropriate ePayment receipts and will not exceed \$77.50 per member, for the 2013-2014 school year.
- K.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the tuition reimbursement to Susanne Yip for the following three-credit fall course at Rutgers University, Basic Principles of Behavior Analysis, in the amount of \$1,944.00, for the 2013-2014 school year.
- L.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval for the acceptance of the following programs funded by grants through the Watchung Hills Regional Municipal Alliance, for the 2013-2014 school year:

<u>Title of Program</u>	<u>Amount</u>
DayTop Village Residents Discuss ATOD Avoidance (ATOD: Alcohol, Tobacco and Other Drugs) Grs. 7-8	\$300.00
Dare for 5 <sup>th</sup> Graders	\$427.00
<b>Total:</b>	<b>\$727.00</b>

- M.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval for the submission of the following grants through the Watchung Hills Regional Municipal Alliance, for the 2013-2014 school year:

<u>Title of Program</u>	<u>Amount</u>
GBMS: Supplies for White-Out Harassment, Intimidation, and Bullying Event	\$ 747.31
IEF: Materials for Drug Program	\$1,077.38
<b>Total:</b>	<b>\$1,824.69</b>

**EDUCATIONAL DEVELOPMENT/POLICY**

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

Moved by: Mr. Martins

Seconded by: Ms. Piccirilli

**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 February 2014 HIB Report, including any recommendations for action provided by the Superintendent for the 2013-2014 school year.
- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the 2013-2014 school calendar as noted below, for the 2013-2014 school year: (See Attachment)
- May 27 will be a one-session day for students
- If additional make-up days are needed, it is recommended that calendar changes be made in the following order:
- June 19 will be changed from a one-session day to a full day of school; June 23 will be added as a one-session day
  - June 20 will be changed from a one-session day to a full day of school; June 24 will be added as a one-session day
- C.** 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 2013-2014 school year: (See Attachments)

**Policy No.:**

- |      |   |
|------|---|
| 1240 | Evaluation of Superintendent (M)  |
| 3221 | Evaluation of Teachers (M)  |
| 3224 | Evaluation of Principals, Vice Principals, and Assistant Principals (M) |

**Regulation No.:**

- |      |   |
|------|---|
| 1240 | Evaluation of Superintendent (M)  |
| 3221 | Evaluation of Teachers (M)  |
| 3224 | Evaluation of Principals, Vice Principals, and Assistant Principals (M) |

- D.** 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 of Education, for the 2013-2014 school year:







**Vote Unanimous. Motion carried.**

**Board reconvened at 9:00 PM**

**ADJOURNMENT**

**Motion to adjourn the meeting at 9:05 PM.**

Moved by: Ms. Connors

Seconded by: Ms. Piccirilli

**Vote Unanimous. Motion carried.**

Respectfully submitted,

Gregory E. Brennan  
SBA/Board Secretary