

**GREEN BROOK BOARD OF EDUCATION  
BUSINESS MEETING AGENDA  
MONDAY, MARCH 24, 2014  
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 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.

**IV. ROLL CALL**

**V. SUPERINTENDENT’S REPORT**

- Partnership for the Assessment of Readiness for College and Careers Pilot Assessment – Linda Pollard
- 2014-2019 Strategic Action Plan – Gwen Thornton and Armand Lamberti
- *First Readings – Policy & Regulations*
  - *3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)*
  - *3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)*

**Staff Coverage for February**

Number of Substitute Days	54.5
Number of Substitutes	13
Cost of Substitutes	\$4,404.83
Number of Staff Coverage Periods	31.5
Cost of Staff Coverage	\$1,071.00

**Staff Attendance for February**

Administration	96%	Facilities & Operations	97%
Teachers	99 %	Aides	96%
Transportation	98%	Office Personnel	99%

**Student Attendance for February**

IEF 96.81%  
 GBMS 96.19%

**VI. CORRESPONDENCE**

**VII. MINUTES**

Agenda/Business Meeting

Monday, February 24, 2014

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

**IX. FINANCE/BUILDINGS & GROUNDS**

**Discussion Item : Committee Report**

- A.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the bills for March in the following amounts for the 2013-2014 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 2013-2014 school year:*

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

*WHEREAS, these reports show the following balances on January 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>
<i>(10) General Current Expense Fund</i>			
<i>(11)Current Expense</i>	<i>3,099,465.37</i>	<i>11,956,135.69</i>	<i>12,283,196.34</i>

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**\*ALL ADDENDUM ITEMS ARE ITALICIZED**

<i>(12)Capital Outlay</i>			
<i>(20)Special Revenue Fund</i>	223,014.84	271,558.50	296,330.56
<i>(30)Capital Projects Fund</i>	283,589.82	840.00	514,880.89
<i>(40)Debt Service Fund</i>	(390,511.49)	194,237.50	215,358.35
<b>TOTAL</b>	<b>3,215,558.54</b>	<b>12,422,771.69</b>	<b>13,309,766.14</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 disbursements for the following payroll period for the 2013-2014 school year:

February 28, 2014	\$425,260.56
March 15, 2014	\$454,909.30

- D.** 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>
<i>T. Charleston</i>	<i>6/23-27/14</i>	<i>Teaching of Writing</i>	<i>\$750.00</i>	<i>392.5</i>	<i>\$121.68</i> <i>\$ 48.75</i>
		<i>Tolls:</i>			
<i>C. Doane</i>	<i>3/28/14</i>	<i>Rutgers 46<sup>th</sup> Annual Reading and Writing Conference</i>	<i>\$180.00</i>	<i>19</i>	<i>\$5.89</i>
<i>C. Fiorilli</i>	<i>4/02/14</i>	<i>All Kids Can Succeed: Effective Interventions for Behavioral and Social Challenges</i>	<i>\$149.00</i>	<i>55.2</i>	<i>\$17.11</i>
<i>P. Fornale</i>	<i>6/23-27/14</i>	<i>Teaching of Writing</i>	<i>\$750.00</i>	<i>386</i>	<i>\$119.66</i>
<i>B. Stanton</i>	<i>3/26/14</i>	<i>Reading Workshop: The Organization, Structure &amp; Implementation in 3-5 Classrooms</i>	<i>\$145.00</i>	<i>18.8</i>	<i>\$5.83</i>
<i>B. Stanton</i>	<i>4/09/14</i>	<i>Writer's Workshop: A Teacher, Literacy Coach &amp; Researcher's Perspective – How to Provide</i>	<i>\$145.00</i>	<i>18.8</i>	<i>\$5.83</i>

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*\*ALL ADDENDUM ITEMS ARE ITALICIZED*

		Effective Writing in K-5 Classrooms			
B. Stanton	6/23-27/14	Teaching of Writing	\$750.00	386	\$119.66
C. Taylor	4/02/14	All Kids Can Succeed: Effective Interventions for Behavioral and Social Challenges	\$149.00	55.2	\$17.11
J. Wagner	3/26/14	Reading Workshop: The Organization, Structure & Implementation in 3-5 Classrooms	\$145.00	---	---
J. Wagner	4/09/14	Writer's Workshop: A Teacher, Literacy Coach & Researcher's Perspective – How to Provide Effective Writing in K-5 Classrooms	\$145.00	---	---
<i>J. Wagner</i>	<i>6/23-27/14</i>	<i>Teaching of Writing</i>	<i>\$750.00</i>	<i>386</i>	<i>\$119.66</i>
N. Whalen	5/28-29/14	NJTESOL/NJBE 2014	\$254.00 *	21	\$6.51
			* Paid with Title III Funds		
S. Yip	4/02/14	All Kids Can Succeed: Effective Interventions for Behavioral and Social Challenges	\$149.00	48.2	\$14.94

- E.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Marie Bryant, of Bryant, Gemza, Keenoy and Kozlick, LLC, to perform psychological evaluations for the Green Brook Township School District, at a rate of \$400 per evaluation, not to exceed \$2,000, effective February 10 through August 30, 2014, on an as-needed basis, 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 reimburse Darlene Connors 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.
- G.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval for the acceptance of the following grant funds through the Watchung Hills Regional Municipal Alliance, for the 2013-2014 school year:*

	<u>Title of Program</u>	<u>Amount</u>
<i>IEF:</i>	<i>Materials for Drug Program</i>	<i>\$1,174.31</i>

**H.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the tuition reimbursement to Kristine Eppinger for the following three-credit fall course at Georgian Court University, Applied Thesis I, in the amount of \$1,944.00, for the 2013-2014 school year.*

**X. EDUCATIONAL DEVELOPMENT/POLICY**

**Discussion Item: Committee Report**

**A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the revised 2014-2015 school calendar, and as approved in the 2013-2014 school year: (See Attachment)

- Footnote added to calendar: If additional snow days are used, calendar changes will be made in the following order:
  - February 16 will be changed from no school to a full day of school
  - May 26 will be changed from no school to a one-session day
  - April 10 will be changed from no school to a full day of school

**B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Second 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)

**C.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following class trips, at no cost to the Board of Education, for the 2013-2014 school year:*

<u>Date</u>	<u>Destination</u>	<u>Grade</u>
<i>April 22, 2014</i>	<i>Liberty Hall Museum Union, NJ</i>	<i>3</i>
<i>April 24, 2014</i>	<i>Liberty Hall Museum Union, NJ</i>	<i>3</i>

April 25, 2014

RVCC Planetarium  
Branchburg, NJ

K

- D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Green Brook Public School District's 2013-2018 Strategic Action Plan, and as approved in the 2013-2014 school year. (The Plan will be provided at the Board meeting.)*
- E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the 2015-2016 school calendar, and as approved in the 2013-2014 school year: (See Attachment)*
- F. 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.:**

- 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)*
- 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)*

**Regulation No.:**

- 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)*
- 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)*

- G. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the March 2014 HIB Report, including any recommendations for action provided by the Superintendent for the 2013-2014 school year.*

**XI. PERSONNEL/NEGOTIATIONS**

- A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of paid sick days for Employee No. 0372 from March 18 through April 1, 2014, for the 2013-2014 school year.*
- B. 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)*

*Bernice Kerman (county)*  
*Susan Ptack (permanent)*

- C. *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 classroom aide in the Green Brook Township School District, at a daily rate of \$74.41, for the 2013-2014 school year.*

*Bernice Kerman*

- D. *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to deduct the following unpaid days for Employee No. 0137 for the 2013-2014 school year:*

*January 13, 2014      \$278.68*

*January 14, 2014      \$278.68*

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

	<i>From</i>	<i>To</i>
<i>Nancy Pinzon</i>	<i>FT Instructional Aide/IEF</i>	<i>PT Instructional Aide/IEF</i>
		<i>– and –</i>
		<i>PT Instructional Aide/GBMS</i>

**XII. PUBLIC QUESTIONS AND COMMENTS**

**XIII. GENERAL**

**XIV. LEGISLATIVE**

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

**XVI. WATCHUNG HILLS BOARD OF EDUCATION**

**XVII. NEW JERSEY SCHOOL BOARDS REPRESENTATIVE**

**XVIII. SOMERSET COUNTY SCHOOL BOARDS ASSOCIATION**

**XIX. SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION**

**XX. PTO REPORT**

**XXI. OLD BUSINESS**

**XXII. NEW BUSINESS**

**XXIII. BOARD MEETING DATES**

Agenda/Business Meeting  
Workshop Meeting

Monday, April 28, 2014  
Monday, May 12, 2014

**XXIV. ADJOURNMENT**

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