

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING AGENDA
MONDAY, JULY 22, 2013
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 8, 2013, and posted in the Green Brook Middle School and the Irene E. Feldkirchner Elementary School.

IV. ROLL CALL

V. SUPERINTENDENT'S REPORT

- *New/Revised Policies for 1st Reading*
 - *By Law 0000.02 Introduction*
 - *P 5120 Assignment of Pupils*
 - *P&R 5300 Automated External Defibrillators*
 - *P 5533 Pupils Smoking on School Grounds and P 7434 Smoking in School Buildings or on School Grounds*
- Camp PAWS Update
- Board of Education Seat Interviews
 - Mrs. Anna Jeanette Ash
 - Mr. G. Douglas Humphrey
 - Mr. Joseph Petrillo

VI. EXECUTIVE SESSION

- Selection of Board of Education Member

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**ALL ADDENDUM ITEMS ARE ITALICIZED*

Staff Coverage for June

Number of Substitute Days	75.5
Number of Substitutes	17
Cost of Substitutes	\$6,513.96
Number of Staff Coverage Periods	21
Cost of Staff Coverage	\$714.00

Staff Attendance for June

Administration	98%	Facilities & Operations	91%
Teachers	97 %	Aides	99%
Transportation	98%	Office Personnel	98%

Student Attendance for June

IEF	96.61%
GBMS	96.96%

VII. CORRESPONDENCE

VIII. MINUTES

Workshop Meeting	Monday, May 13, 2013
Agenda/Business Meeting	Tuesday, May 28, 2013
Agenda/Business Meeting	Monday, June 24, 2013

IX. PUBLIC QUESTIONS & COMMENTS

X. 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 July in the following amounts for the 2013-2014 school year:*

- Fund 10*
- Fund 11*
- Fund 12*
- Fund 20*
- Fund 30*
- Total*

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**ALL ADDENDUM ITEMS ARE ITALICIZED*

- B.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution for the 2012-2013 school year:*

WHEREAS, the Board of Education has received the attached reports of the treasurer and secretary for the month of May 2013, and

WHEREAS, these reports show the following balances on May 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,

FUND -	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
<i>(10) General Current Expense Fund</i>			
<i>(11)Current Expense</i>	2,349,418.03	4,036,141.46	4,454,215.62
<i>(12)Capital Outlay</i>			
<i>(20)Special Revenue Fund</i>	(11,598.83)	(305,554.61)	(236,482.81)
<i>(30)Capital Projects Fund</i>	283,589.82	840.00	514,828.35
<i>(40)Debt Service Fund</i>	(95,348.90)	(1,497,625.04)	(11,174,937.90)
TOTAL	2,526,060.12	2,233,801.81	(6,442,376.74)

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, 2013 through May 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 2012-2013 school year:*

June 28, 2013 \$91,260.15

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**ALL ADDENDUM ITEMS ARE ITALICIZED*

- E.** *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:*

July 15, 2013 \$87,484.24

- F.** 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 2013-2014 school year as indicated for each of the following students:

<u>Student ID#</u>	<u>School</u>	<u>Tuition</u>
401	Lakeview School	\$88,454.10
236	The Jardine Academy	\$70,980.00
10360	The Jardine Academy	\$70,980.00

- G.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to establish a petty cash fund in the amount of \$500 for the 2013-2014 school year.

- H.** 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 #236 in the amount of \$1,750, 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 New Jersey Commission for the Blind and Visually Impaired contract to provide technical assistance, consultative and instructional services for special education student #516 in the amount of \$1,750, for the 2013-2014 school year.

- J.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval for the submission of the FY2014 NCLB grant funds application as follows, for the 2013-2014 school year:

Title I Part A Basic	\$30,138
Title II Part A	\$10,000
Title III	\$3,062
Total Allocation:	\$43,200

- K.** 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:

A RESOLUTION OF GREEN BROOK BOARD OF EDUCATION AUTHORIZING THE PURCHASE OF ENERGY GENERATION 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

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**ALL ADDENDUM ITEMS ARE ITALICIZED*

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the “Act”) authorizes the purchase of energy generation 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; 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 \$0.0952 / kWh or less for a 12 month term, a price of \$0.0936 or less for an 18 month term, or a price of \$0.0936 / kWh or less for a 24 month term; Green Brook Board of Education may award a contract to the winning supplier for the selected term.

RESOLVED, that the Clerk or other authorized signatory of Green Brook Board of Education be and he/she hereby is authorized to execute on behalf of 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 \$0.0952 / kWh or less for a 12 month term, a price of \$0.0936 or less for an 18 month term, or a price of \$0.0936 / kWh or less for a 24 month term.

L. 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 is the owner of the Green Brook Middle School; and

WHEREAS, the Board has determined that two (2) classrooms in the school (Rooms 113 & 115) are not currently needed for school district purposes, pursuant to N.J.S.A. 18A:20-8.2, and that it would be more economical for the District and beneficial to the community if it leased said classrooms to Bright Beginnings, a non-profit child care center, for the 2013-14 school year;

NOW, THEREFORE BE IT RESOLVED, that the Board hereby directs the administration to seek Department of Education approval to lease said classrooms to Bright Beginnings for the 2013-14 school year; and

BE IT FURTHER RESOLVED, that should Department of Education approval be obtained, Board counsel is directed to prepare an appropriate form of lease agreement.

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**ALL ADDENDUM ITEMS ARE ITALICIZED*

- M.** *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:*

Pursuant to the requirements of NJPL 2011 Chapter 78, the Green Brook Board of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program effective October 1, 2013, as follows:

Pursuant to their electronic proposal of July 12, 2013, the Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate AmeriFlex, LLC as the Board's FSA administrator.

The Board appoints Brown & Brown Benefits Advisors, Inc. as its FSA broker-of-record.

All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

- N.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the disposal of obsolete assets from the attached list, 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 special education out-of-district school placement for the 2013-2014 extended-school-year as indicated for the following student:*

<u>Student ID#</u>	<u>School</u>	<u>Tuition</u>
516	Bright Beginnings Learning Center	\$3,976.00

- P.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Sarit Bercovici to serve as After-School Door/Hallway/Room Security Monitor, a stipend position in the Green Brook Middle School, at an hourly rate of \$34, for the 2013-2014 school year.*

- Q.** *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:*

BUS ADVERTISING PARTICIPATION AGREEMENT, dated , July 22, 2013, by and between Educational Information and Resource Center ("EIRC") having offices at South Jersey Technology Park, 107 Gilbreth Parkway, Suite 200, Mullica Hill, NJ 08062 and Green Brook Township School Public School, having offices at 132 Jefferson Avenue, Green Brook, NJ 08812.

WHEREAS, *EIRC is a public agency specializing in education-related programs and services for parents, schools, communities, nonprofit organizations and privately held businesses through New Jersey and the United States; and*

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***ALL ADDENDUM ITEMS ARE ITALICIZED**

WHEREAS, EIRC, under their Shared Service Agreement, are legally permitted to enroll EIRC school district members under the SchoolBusAds system for the purpose of generating alternative revenue from corporate sponsorship; and

WHEREAS, EIRC endeavor to assist public and private non-profit organizations to identify and monetize school buses and district vehicles, by connecting these assets and respective organizations with businesses (“Sponsors”) seeking cost-effective marketing strategies that foster and increase brand awareness at a grassroots level; and

WHEREAS, the Green Brook Township Public Schools desires to monetize certain of its assets- by granting advertising and naming rights to Sponsors; and

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements hereinafter contained, EIRC and the Green Brook Township Public Schools hereby agree to enter into a School Bus Advertising Participation Agreement.

XI. 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 to adopt all curricula, programs and services including pilot materials for the 2013-2014 school year. (See Attachment 1)
- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to adopt all textbooks for the 2013-2014 school year. (See Attachment 2)
- C.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following class trip, at no cost to the Board of Education, for the 2013-2014 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade</u>
December 10, 2013	McCarter Theatre Princeton, NJ	7

- D.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the First Reading of the following Bylaw, Policies and Regulation for the 2013-2014 school year: (See Attachments)*

Bylaw No.:
0000.02 *Introduction*

Policy No.:
5120 *Assignment of Pupils*

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- 5300 *Automated External Defibrillators*
- 5533 *Pupils Smoking on School Grounds*
- 7434 *Smoking in School Buildings or on School Grounds*

Regulation No.:

- 5300 *Automated External Defibrillators*

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following adult fall classes for the 2013-2014 school year. Courses will begin the week of October 14 and end the week of December 2, 2013, providing there are at least 19 participants enrolled in a class. The cost of the class will be \$50 per student. (See Attachment)

- *Social Media 101*
- *Spanish for Beginners*
- *Ceramics*

XII. PERSONNEL/NEGOTIATIONS

Discussion Item : Committee Report

- A.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to rescind the June 24, 2013 resolution approving Nicole Ruggiero to serve as a long-term 5th grade maternity leave substitute teacher in the Green Brook Middle School, replacing Erin Jones, from September 3 through November 29, 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, and as approved in the 2012-2013 school year.
- B.** The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Jennifer Dawson to serve as a long-term 5th grade maternity leave substitute teacher in the Green Brook Middle School, replacing Erin Jones, from September 3 through November 29, 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. (See Attachment)
- C.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Toni Liccone to serve as a substitute bus aide, at an hourly rate of \$10.63, for the 2013-2014 school year. (See Attachment)*
- D.** *The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to accept the resignation of Lynn Watkins, part-time computer teacher/computer facilitator in the Irene E. Feldkirchner Elementary School, effective August 17, 2013, for the 2013-2014 school year.*

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**ALL ADDENDUM ITEMS ARE ITALICIZED*

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. PUBLIC QUESTIONS AND COMMENTS

XXIV. BOARD MEETING DATES

Agenda/Business Meeting Monday, August 26, 2013

Agenda/Business Meeting Monday, September 23, 2013

XXV. ADJOURNMENT

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

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**ALL ADDENDUM ITEMS ARE ITALICIZED*