

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING AGENDA
MONDAY, DECEMBER 12, 2016
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 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 7, 2016 and posted in the Green Brook Middle School and the Irene E. Feldkirchner School.

IV. ROLL CALL

Mr. Azzarello
Mr. Brault
Ms. Connors
Ms. Couch
Mr. Goodman
Mr. Martins
Ms. Piccirilli
Ms. Potter
Mr. Thomas-Hooke

V. SUPERINTENDENT'S REPORT

- 2017-2018 Budget Presentation: Enrollment / Personnel
 - Kevin J. Carroll, Superintendent
 - Heather A. Spitzer, Business Administrator / Board Secretary
- SAIF Safety Incentive Program / Risk Management Consultant Award
 - Giovanni Mancini, CPCU, ARM, CRIS, CSRM
Director, Public Entities Division
CBIZ Insurance Services, Inc. dba CBIZ Centric

District Goals 2016-2017

- Literacy focus in all related subject areas
- Analysis of STEAM/STEM K-5 program to determine efficacy
- Communications and Community Engagement: Continue to develop strong partnerships between the community and the district; expand two way communications with parents
- Ensuring all curricular programs meet the needs of all children, including the exceptional child

November 2016	IEF	GBMS
Safety Drills (fire/other)	Fire (-) Shelter-in-Place (-)	Fire (11/22) Secure-Your-Students (11/30)
Discipline (ISS/OSS)	- / -	1/0
HIB Investigations(Confirmed /Unconfirmed)	0 / 0	0/0

- **Staff Coverages for November**

Number of Substitute Days	115
Number of Substitutes	19
Cost of Substitutes	\$16,452.50
Number of Staff Coverage Periods	47
Cost of Staff Coverage	\$ 1,692.00

- **Enrollment**

IEF	454
GBMS	428
WHRHS	<u>423</u>
Total	1,305

VI. CORRESPONDENCE

VII. PUBLIC QUESTIONS & COMMENTS (AGENDA ITEMS ONLY)

VIII. OPERATIONS

Chair – John Brault

Members – John Azzarello, Lisa Couch & Wilton Thomas-Hooke

The Superintendent recommends and I so move resolutions A - M:

A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the bills for December in the following amounts for the 2016-2017 school year:

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Fund 10	\$1,020,116.21
Fund 60	\$ 20,259.07
Total	\$1,040,375.28

B. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the transfers for August 1, 2016 through August 31, 2016.

C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution for the 2016-2017 school year:

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

WHEREAS, these reports show the following balances on, August 31, 2016:

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	\$3,548,156.17	\$23,761,593.80	\$24,051,253.47
(12)Capital Outlay			
Capital Reserves	\$916,136.66		
(20)Special Revenue Fund	(\$117,998.93)	\$118,413.07	\$118,413.07

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(30)Capital Projects Fund	\$133,643.56		\$301,082.56
(40)Debt Service Fund	\$151,079.34	\$1,408,975.00	\$1,408,975.00
TOTAL	\$4,631,016.80	\$25,288,981.87	\$25,879,724.10

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.

D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the transfers for September 1, 2016 through September 30, 2016.

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following resolution for the 2016-2017 school year:

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

WHEREAS, these reports show the following balances on, September 30, 2016:

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.

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FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund			
(11)Current Expense	\$1,786,733.15	\$21,289,603.04	\$21,579,262.71
(12)Capital Outlay			
Capital Reserves	\$916,276.34		
(20)Special Revenue Fund	(\$176,446.78)	\$59,965.22	\$59,965.22
(30)Capital Projects Fund	\$133,643.56		\$301,082.56
(40)Debt Service Fund	\$151,079.34	\$1,408,975.00	\$1,408,975.00
TOTAL	\$2,811,285.61	\$22,758,543.26	\$23,349,285.49

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.

F. 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 2016-2017 school year:

November 30, 2016 \$500, 641.56

G. 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

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school placements for the 2016-2017 school year as indicated for the following student prorated to January 5, 2017:

<u>Student ID#</u>	<u>School</u>	<u>Tuition</u>
1498234718	Rock Brook School	\$35,003.32

H. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Carlyn O’Regan to receive tuition reimbursement, as per the negotiated agreement, for the three-credit Spring 2016 Rutgers University course, Psychometric Theory I, for a total reimbursement of \$2,034.00.

I. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Carlyn O’Regan to receive tuition reimbursement, as per the negotiated agreement, for the three-credit Spring 2017 Rutgers University course, Remediation of Learning Disabilities, for a total reimbursement of \$2,067.00, to be paid upon successful completion of the course.

J. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Sandy Santhouse to receive tuition reimbursement, as per the negotiated agreement, for the three-credit Spring 2017 Kean University course, Advanced Seminar in Special Ed II, for a total reimbursement of \$1,920.00, to be paid upon successful completion of the course.

K. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approve to accept the 2015/2016 School Alliance Insurance Fund (SAIF) Safety Incentive Program Award in the amount of \$2,500.00.

L. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Integrated Speech Pathology, to perform an Augmentative & Alternative Communication Evaluation for student No. 9125338578 at \$900.

M. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of workshops and mileage reimbursements, for the 2016-2017 school year:

Employee	Date	Workshop/Meeting	Workshop Cost	Mileage	Cost
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Z. Fonte	11/28/16	Preschool Training Series	N/A	11.40	\$3.53
K. Guide	12/14/16	Title: Use Shared Reading, Interactive Writing and Word Study in Both Whole and Small Group Instruction: Transferring Foundational Skills from Components to Kids' Actual Reading - Teacher's College	0	85.96	*
S. Varipapa	12/15/16	World Language Workshop - West Windsor/Plainsboro	0	---	*
J. Cifelli	12/15/16	World Language Workshop - West Windsor/Plainsboro	0	---	*
Z. Fonte A. Zerjav	1/20/17	Preschool training Series - Learning Activities - Trenton	0	92.00	* *
Z. Fonte A. Zerjav	1/27/17	Foundations for Pre-K and Early Identification - Princeton	\$350 each	52.00	* *
Z. Fonte A. Zerjav	2/23/17	Preschool training series - Language and Literacy and Math - Trenton	0	92.00	* *
N. Cruts	2/27 -2/28/17	2017 NJAHPERD Annual Convention - Long Branch	\$145.00	82.0	*
Z. Fonte A. Zerjav	3/7/17	Preschool training series	0	92.00	* *
J. Bigsby K. Helmstetter B. Stanton J. Weber	1/26 -1/27/17	TECHSPO 2017 - Atlantic City	\$425 each	226.00	* * * *

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*Mileage will be reimbursed at the rate authorized by the OMB.

IX. EDUCATION

Chair – Maria Piccirilli

Members – Darlene Connors, Art Goodman & Janine Potter

X. PERSONNEL

Chair – Lisa Couch

Members – Art Goodman, Wilton Thomas-Hooke & Janine Potter

The Superintendent recommends and I so move resolutions A - F:

A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook accepts, with regret, the resignation of Laura Philip, GBMS Media Specialist effective February 28, 2017 . The Board thanks Mrs. Philip for her years of service and dedication to the students of GBMS.

B. The Superintendent recommends and I so move the Board of Education of the Township of Green Brook confirms the approval of Suzanne Yip-Molnar, to serve as an after-school instructional aide, at an hourly rate of \$19.34, for student #5427285370. Student is attending GBMS After School Cheer Club.

C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Michele Hourahan to serve as a substitute instructional aide, at a daily rate of \$85.00, on an as needed basis.

D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the paid sick leave for Employee No. 0756, Teacher in the Green Brook Middle School, from on or about March 24, 2017 through on or about, April 7, 2017.

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the FMLA leave for Employee No. 0756, Teacher in the Green Brook Middle School, from on or about April 17, 2017 through on or about June 22, 2017.

F. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of paid sick leave for employee No. 0473 from December 1, 2016 through December 23, 2016.

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- XI. PUBLIC QUESTIONS AND COMMENTS**
- XII. GENERAL**
- XIII. LEGISLATIVE**
- XIV. SCHOOL/ TOWNSHIP & COMMUNITY RELATIONS**
- XV. WATCHUNG HILLS BOARD OF EDUCATION**
- XVI. NEW JERSEY SCHOOL BOARDS REPRESENTATIVE**
- XVII. SOMERSET COUNTY SCHOOL BOARDS ASSOCIATION**
- XVIII. SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION**
- XIX. PTO REPORT**
- XX. GBEAF REPORT**
- XXI. OLD BUSINESS**
- XXII. NEW BUSINESS**
- XXIII. EXECUTIVE SESSION**
- XXIV. BOARD MEETING DATES**

Reorganization Meeting

January 4, 2017

XXV. ADJOURNMENT

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

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