

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING MINUTES
MONDAY, DECEMBER 14, 2015
7:00 P.M.**

MEETING CALLED TO ORDER- The meeting was called to order at 7:05 pm by Mr. Bruce Martins, 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 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 **November 25, 2015** and posted in the Green Brook Middle School and the Irene E. Feldkirchner School.

ROLL CALL

Present: Mr. Azzarello
 Mr. Benscoter
 Ms. Connors
 Ms. Couch
 Mr. Humphrey
 Mr. Martins
 Ms. Piccirilli

Absent: Mr. Brault
 Mr. Thomas-Hooke

Administrators

Present: Mr. Kevin Carroll, Superintendent
 Mr. Gregory Brennan, Business Administrator/Board Secretary

BOARD CANDIDATES

- Dave Breen
- Arthur Goodman
- Allan Pincus
- Janine Potter

SUPERINTENDENT'S REPORT

- 2014-2015 Audit: Steven J. McDermott, CPA RMA PSA CMFO, Suplee, Clooney & Company
- 2016-2017 Budget Overview, Gregory Brennan and Kevin Carroll

WHEREAS, these reports show the following balances on October 31, 2015:

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	\$3,249,975.29	\$17,601,370.85	\$19,585,295.73
(12)Capital Outlay			
(20)Special Revenue Fund	\$131,038.42	\$267,600.46	\$225,779.22
(30)Capital Projects Fund	\$10,027.12	\$109,894.40	\$404,099.15
(40)Debt Service Fund	\$388,487.53	\$1,392,325.00	\$1,392,743.85
TOTAL	\$3,779,528.36	\$19,371,190.71	\$21,607,917.95

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 disbursements for the following payroll period for the 2015-2016 school year:

November 30, 2015 \$473,568.89

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook to approve and accept the recommendations made by the auditing firm of Suplee, Clooney & Company in the 2014-2015 Comprehensive Annual Financial Report, and as approved in the 2015-2016 school year.

F. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the tuition reimbursement to Carolyn Seracka for the 2014 fall course at Seton Hall University, Integrity Leadership, in the amount of \$1,986.00, and the 2015 spring course, Leadership in Healthcare Business, in the amount of \$1,986.00, for a total reimbursement in the amount of \$3,972.00, for the 2015-2016 school year.

G. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following trips, at a cost to the Board, for the 2015-2016 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>	<u>Cost</u>
January 8, 2016	State House Annex Trenton	Grs. 7, 8 PGC Mini Model Congress	\$356.00
January 13, 2016	WHRHS	GBMS Singers	\$ 76.00

H. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend the November 23, 2015 resolution of the following trip, at a cost to the Board, for the 2015--2016 school year:

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>	<u>Cost</u>
December 17, 2015	Rutgers Alexander Library New Brunswick, NJ	8th Grade	From: \$159.00 To: \$189.00

I. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following workshops and mileage reimbursements, for the 2015-2016 school year:

Employee	Date	Workshop/Meeting	Cost	Mileage	Cost	Tolls
M. Appio E. Muglia B. VanPelt	1/21/2016	Responding to Student Needs: Writing Procedurally and Substantively Compliant IEPs	\$30.00 " "	19.6 " "	\$6.08 " "	--- --- ---
J. Bigsby K. Carroll J. Weber	1/14/2016	NJSSC Seminar: Social Media/ Legal Decisions	--- --- ---	37.6 " "	11.66 " "	--- --- ---
P. Ostrander	2/3/2016	Statewide PreSchool Nurses' Mtg.	---	84.40	\$26.15	\$1.50
G. Schaefer	2/22/16	2016 New Jersey Association for Health, Physical Education, Recreation and Dance (NJAPERD) Annual Convention	\$110.00	---	---	---

A handwritten signature in black ink, appearing to read "Gregory E. Brennan". The signature is written in a cursive style with a large initial 'G' and 'B'.

Gregory E. Brennan
SBA/Board Secretary

December 14, 2015