

**GREEN BROOK BOARD OF EDUCATION
BUSINESS MEETING AGENDA
MONDAY, MARCH 6, 2017
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 5, 2017 and posted in the Green Brook Middle School and the Irene E. Feldkirchner School.

IV. ROLL CALL

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

V. SUPERINTENDENT'S REPORT

- Reader's/Writer's Workshop Presentation
 - Mrs. Beth Stanton, Director of Curriculum & Instruction
- 2017-2018 Preliminary Budget
 - Mrs. Heather A. Spitzer, Business Administrator
 - Mr. Kevin J. Carroll, Superintendent

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

February 2017	IEF	GBMS
Safety Drills (fire/other)	Fire (2/27) Safety Drill (2/15)	Fire (2/8) Safety Drill (2/28)
Discipline (ISS/OSS)	3(half days) / 1	6 / 3
HIB Investigations (Confirmed / Unconfirmed)	0 / 0	0 / 0

- **Enrollment for February**

IEF	455
GBMS	431
WHRHS	<u>420</u>
Total	1,306

VI. CORRESPONDENCE

VII. PUBLIC QUESTIONS & COMMENTS (AGENDA ITEMS ONLY)

VIII. MINUTES

The Superintendent recommends and I so move approval of the following:

Agenda/Business Meeting	January 30, 2017
Agenda/Business Meeting	February 6, 2017

IX. OPERATIONS

Chair – Wilton Thomas-Hooke

Members – John Brault, Darlene Connors & Lawrence Shaw

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

A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the transfers for January 1, 2017 through January 31, 2017.

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B. 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 January:

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.

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 2016-2017 school year:

February 15, 2017	\$531,285.71
February 28, 2017	\$492,438.09

D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approves the following resolution:

WHEREAS, pursuant to the provisions of N.J.A.C. 6A:23A-7.3 (b) the Green Brook Township Board shall establish, in the annual school budget, a maximum expenditure amount that may be allotted for such travel and expense reimbursements for the 2017-2018 school year;

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BE IT RESOLVED, that the Green Brook Township Board of Education hereby establishes the school district travel maximum within the 2017-2018 tentative budget at a sum of \$75,000; and

BE IT FURTHER RESOLVED, that included in this amount is the maximum regular business travel amount of \$1,500 per employee; and

NOW, THEREFORE BE IT RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amounts are not exceeded.

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approves the following resolution:

WHEREAS, the Green Brook Township Board of Education has the ability to use banked cap in the general fund tax levy to balance the 2017-2018 tentative budget; and

WHEREAS, the Board will be using \$426,860 from 2014-2015 and \$78,026 from 2015-2016 in banked cap in order to balance the general fund for the 2017-2018 tentative budget, maintain existing programs, implement mandated programs, and remain in alignment with the district's strategic plan; and

WHEREAS, the 2017-2018 budget guidelines require the Board to formally adopt a resolution when using banked cap in the 2017-2018 tentative budget; and

WHEREAS, the district is going above the 2% tax levy cap with the additional tax levy bank cap of \$504,886.

NOW, THEREFORE BE IT RESOLVED, that the Board authorized the School Business Administrator to add funds to the general tax levy utilizing tax levy banked cap.

F. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approves the following resolution:

WHEREAS, the 2017-2018 tentative budget includes sufficient funds to implement the proposed planning process as described in the district's Annual Report pursuant to N.J.S.A. 18A and N.J.A.C Title 6 and 6A and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

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BE IT RESOLVED, the Board of Education approves the 2017-2018 tentative budget in the amount of \$25,590,371 and authorizes its submission to the Executive County Superintendent of Schools for approval as follows:

General Operating Expense	\$ 23,900,386
Special Revenue Fund	\$ 177,310
Repayment of Debt	\$ 1,512,675
Total Expenditures	\$ 25,590,371

BE IT FURTHER RESOLVED, that the 2017-2018 tentative budget is supported by the following revenues:

Budget Fund Balance	\$ 344,372
Tuition Reserve	\$ 150,000
Local Tax Levy – General Fund	\$ 21,575,580
New Jersey State Aid	\$ 1,255,734
Miscellaneous Revenues	\$ 574,700
Special Revenues (Grants)	\$ 177,310
Local Tax Levy – Debt Service Fund	\$ 1,512,675
Total Revenues	\$ 25,590,371

BE IT FURTHER RESOLVED, that the Green Brook Township Board of Education acknowledges that the 2017-2018 tentative budget as described above results in a General Fund Tax Levy in the amount of \$21,575,580 and a Debt Service Tax Levy in the amount of \$1,512,675.

BE IT FURTHER RESOLVED, that the tentative budget will be advertised in the Courier News newspaper in accordance with the form suggested by the State Department of Education and according to the law; and

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NOW, BE IT FURTHER RESOLVED, that the Board of Education meeting be held on April 24, 2017 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2017-2018 school year.

G. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the 2017-2027 Long Range Facilities Plan (LRFP) as presented. (See attached)

H. 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	Cost	Mileage	Cost	Tolls
D. Ressa	3/28/17	ESSA: Fiscal Requirements for NonPublic School Services	---	19	\$5.89	---
S. Santhouse	2/16/17	Preparing Kids with IEP's for the State Exam When the Test is Way Way Beyond Their Reach - Teacher's College, NY (to approve tolls and parking not originally requested)	---	93.6	\$29.02	Tolls: \$15.00 Parking \$35.00
N. Whalen	2/15 - 2/16/2017	Wilson Just Words Princeton, NJ Trenton, NJ (increased mileage)	---	88.4 miles	\$27.40	---
Z. Fonte A Zerjav	4/6/17	Preschool Learning Series: Lessons Learned. Trenton, NJ	---	91.4	\$28.33	---

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

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I. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of three (3) social history reports through Cassie Oleszkiewicz at \$250.00 each, not to exceed \$750.00, for the remainder of the 2016-2017 school year.

J. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of five (5) psychological evaluations through Mary Toolan at \$400.00 each, not to exceed \$2,00.00, for the remainder of the 2016-2017 school year.

K. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of five (5) educational evaluations to be completed by Bryant, Gemza, Keenoy, & Koslik LLP, at a cost of \$400.00 per evaluation, not to exceed \$2,00.00, for the remainder of the 2016-2017 school year.

L. The Superintendent recommends and I so move the Board of Education of the Township of Green Brook confirms the approval of Hunterdon County Educational Services Commission as a BOE-approved evaluator (See attached rates).

M. The Superintendent recommends and I so move the Board of Education of the Township of Green Brook confirms the approval of Children's Specialized Hospital as a BOE-approved evaluator (See attached rates).

N. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the reasonable and customary rate for an independent educational evaluation shall be no more than \$793 for the 2016-17 school year.

O. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of one (1) independent educational evaluation for student #7616443109 through Hunterdon County Educational Services Commission for \$450.00 for the 2016-17 school year.

X. EDUCATION

Chair – Janine Potter

Members – Art Goodman, Maria Piccirilli & Lawrence Shaw

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

A. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the Before/After-School Programs, at no cost to the Board of Education, for the 2016-2017 school year:

Teacher	Program	Grades	Dates	Before School	After School
Fox/Cruts	Spring Madness	K & 1	March 1, 2 & 3		X
	Fitness Intramurals	2 & 4	March 6, 7 & 8		

B. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following trips, at no cost to the Board, for the 2016-2017 school year:

Date	Destination	Activity	Grades
3/22/2017	Gershwin Theater	Wicked: The Musical	Grades 7 & 8 Senior Chorus
4/26/2017	Somerset Patriots Stadium	Education Day	Grades 5 - 8
5/22/2017 5/23/2017 (Rain Date)	Somerset County Police & Fire Academy	HIS Club	Grades 5 - 8

C. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the February 2017 HIB Reports, including any recommendations for action provided by the Superintendent. (See attached)

D. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the updates to the K-5 Social Studies curriculum.

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the K-4 Foundations curriculum.

XI. PERSONNEL & POLICY

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Chair – Lisa Couch

Members – John Brault, Darlene Connors & Art Goodman

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

A. 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:

- P & R 1510 Americans with Disabilities Act (M) (Revised)
- P 2415.30 Title I - Educational Stability for Children in Foster Care (M) (New)
- P & R 2418 Section 504 of the Rehabilitation Act of 1973 -- Students (M) (New)
- P & R 5116 Education of Homeless Children (Revised)
- P 5330.04 Administering an Opioid Antidote (New)
- P & R 8330 Student Records (M) (Revised)

B. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of Stephanie Sawney to provide tutoring for student #5869258012 at \$70.00 per hour, 2 hours per week, for the remainder of the 2016-2017 school year.

C. The Superintendent recommends and I so move the Board of Education of the Township of Green Brook confirms the approval of Susanne 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 Cooking Club.

D. The Superintendent and I so move Board of Education of the Township of Green Brook, approval of Chris Fox and Nicole Cruts to serve as Instructors for the Spring Madness Fitness Intramurals at an hourly rate of \$38.00, with costs not to exceed student registration fees.

E. The Superintendent recommends and I so move Board of Education of the Township of Green Brook confirms to amend route reassignment effective March 1, 2017 for James Williamson, bus driver, to increase contracted hours from 3.25 hours per day to 4.0 hours per day, Step 1 of the 2016-2017 salary guide, at an hourly rate of \$26.41, for a total additional cost of \$ 1,485.57.

F. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval to amend December 12, 2016 approval of the paid sick leave for Employee No. 0756, Teacher in the Green Brook Middle School, from on or

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about March 24, 2017 to unpaid Family Medical Leave beginning on March 1, 2017 through on or about, April 24, 2017, paid sick leave from on or about April 25, 2017 through on or about May 10, 2017 and NJ Family Medical Leave beginning on May 11, 2017 through on or about June 22, 2017.

G. The Superintendent and I so move Board of Education of the Township of Green Brook, approval to amend January 30, 2017 appointment of Julie Battikha, to serve as a long term substitute for employee # 0756, from on or about March 13, 2017 through June 2, 2017 at a per diem rate of \$200.00 and June 5, 2017 through on or about June 22, 2017, at BA Step 1 of the 2016-2017 salary guide of \$50,985 prorated to June 5, 2017.

H. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following substitute teachers (pending paperwork), as needed, at a per diem rate of \$95.00 for the 2016-2017 school year:

Ranee Abruzzese
Katina Alamo
Veronica Backmon
Stacy Jaconski
Seema Moondra
Kelly O'Connor
Stephen Wang-Tsai

I. The Superintendent recommends and I so move Board of Education of the Township of Green Brook approval of the following substitute instructional aides (pending paperwork), as needed, at a per diem rate of \$85.00 for the 2016-2017 school year:

Ranee Abruzzese
Katina Alamo
Veronica Backmon
Stacy Jaconski

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Seema Moondra
Kelly O'Connor
Stephen Wang-Tsai

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. GBEAF REPORT

XXII. OLD BUSINESS

XXIII. NEW BUSINESS

XXIV. EXECUTIVE SESSION

XXV. BOARD MEETING DATES

Workshop Meeting
Business Meeting

March 27, 2017
April 3, 2017

XXVII. ADJOURNMENT

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

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