

Branchburg Township School District

REGULAR MEETING MINUTES

April 5, 2018

Executive Session – 7:15 p.m.

Public Meeting – 8:00 p.m.

Board of Education Office

Board Conference Room

I. CALL TO ORDER

On a motion by Mrs. Palmieri, seconded by Mr. Ambrus, and carried unanimously, the Board agreed to convene to public session at 7:20 p.m.

The meeting was called to order at 7:20 p.m. by Board President, Theresa Joyce, who stated that the meeting was convened in compliance with the provisions of Chapter 231, P.L. 1975, the Sunshine Law; notices were sent to the *Courier News*, filed with the Township Clerk and posted in the Branchburg Township Schools.

The following members of the Board of Education were present: Zoltan Ambrus, Ellwood Cutler, Noah Horowitz, Theresa Joyce, Cathy Palmieri, Keerti Purohit and Charles Tuma.

The following members were absent: Kristen Fabriczi and Olga Phelps.

Also present were: Superintendent of Schools Rebecca Gensel and Business Administrator/Board Secretary Theresa Linskey.

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Mrs. Purohit, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to convene at 7:20 p.m. to discuss Personnel, Student Matters, Contracts, Negotiations and Legal Issues.

On a motion by Mr. Horowitz, seconded by Mr. Tuma, and carried unanimously, the Board agreed to adjourn executive session at 7:53 p.m.

On a motion by Mr. Cutler, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to reconvene to public session at 8:00 p.m. with 40 members of the public present.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Ms. Gensel introduced Amy Langston, Branchburg Central Middle School's Vocal Music Teacher, and the Harmony Girls Ensemble, who sang a song dedicated to the Teachers of the Year.

Ms. Gensel introduced the following retirees:

- Gayle Fredericks – French Teacher at Branchburg Central Middle School
- Joanne Sydlowski – Third Grade Teacher at Whiton Elementary School

Ms. Gensel introduced the Principals and Vice Principals of each school, who presented awards to the recipients of the "2018 Governor's Educator of the Year", and the "2018 Governor's Educational Services Professional of the Year".

The recipients of the "2018 Governor's Educator of the Year" award are as follows:

- Melissa Fitzgibbon – Whiton Elementary School
- Erin Rimmler – Stony Brook School
- Shannon Heaney – Branchburg Central Middle School

The recipients of the "2018 Governor's Educational Services Professional of the Year" award are as follows:

- Allison O'Neill – Whiton Elementary School
- Linda Dolan – Stony Brook School

Mrs. Dee Shober, Principal of Whiton Elementary School, thanked Melissa Fitzgibbon for her hard work and dedication to the students and the district.

Mrs. Kristen Kries, Vice Principal of Whiton Elementary School thanked Allison O'Neill for her hard work and dedication to the students and the district.

Ms. Jennifer Hauser, Director of Curriculum, on behalf of Stony Brook School Principal Frank Altmire, thanked Erin Rimmler and Linda Dolan for their hard work and dedication to the students and the district.

Mr. Matthew Barbosa, Principal of Branchburg Central Middle School, thanked Shannon Heaney for her hard work and dedication to the students and the district.

The Board congratulated the recipients on behalf of the Branchburg Township Board of Education.

Motion by Mr. Ambrus, seconded by Mr. Tuma and carried unanimously, the Board agreed to a short recess at 8:30 p.m.

On a motion by Mr. Ambrus, seconded by Mr. Tuma, and carried unanimously, the Board agreed to reconvene to the Regular meeting at 8:44 p.m.

VII. PUBLIC COMMENT

Ms. Rhonda Sherbin, President of the Branchburg Township Education Association, asked when the 2018-2019 school calendar will be posted on the website.

VIII. GOVERNANCE

Motion by Mr. Cutler, seconded by Mr. Tuma that Items VIII.A. through VIII.G. be moved upon the recommendation of the Superintendent.

On call of the vote, Items VIII.A. through VIII.G. were unanimously approved by Roll Call.

Mrs. Joyce spoke about the following items:

- There will be no Education Committee meeting on April 19, 2018;
- At the April 19, 2018 Board of Education meeting, there will be a presentation on Ethics and CSA Evaluation given by Gwen Thornton, New Jersey School Boards Association Representative;
- Mrs. Joyce read a letter regarding the Branchburg Central Middle School Science Club planting 10 Kwanzan Cherry Blossom trees; and
- Invitation to the Digital Leader Core launch event being held on April 10, 2018.

Ms. Gensel spoke about the following items:

- Digital Leader Core professional development partnership with Discovery Education; and
- An ad hoc committee met before the Board meeting to discuss the parent survey on district communication.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of March 22, 2018.

B. Approval of Contract for School Physicians

It is recommended that the Board approve a contract with the Hunterdon Family Medicine of Branchburg in the amount of \$5,500.00 for the 2018-2019 school year with funding to be paid through account #11-000-213-330-01-129, and sufficient funds are available in the 2018-2019 budget.

C. Resolution to Terminate Participation in the School Employees' Health Benefits Program

BE IT RESOLVED:

1. The Branchburg Township Board of Education in the County of Somerset hereby resolves to terminate its participation in the program (Medical Plan) thereby canceling coverage provided by the School Employees' Health Benefits Program (N.J.S.A. 52:14-17.25 et seq.) for all of its active and retired employees.
2. We shall notify all active employees of the date of their termination of coverage under the program.
3. We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.
4. We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health insurance plan.
5. We understand that this Resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the School Employees' Health Benefits Commission.

D. Approval of Resolution Authorizing Change in Medical Carrier

WHEREAS, the Board of Education approves this Resolution on April 5, 2018 to terminate participation in the School Employees' Health Benefits Plan effective July 1, 2018, and;

WHEREAS, the Integrity Consulting Group has received a quote for medical coverage on behalf of the Board of Education from Horizon Blue Cross Blue Shield, and;

WHEREAS, the quoted rates received from Horizon Blue Cross Blue Shield are equal to or better than the current School Employees' Health Benefits Plan medical coverage for the period July 1, 2018 through June 30, 2019, and;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF EDUCATION OF BRANCBURG TOWNSHIP THAT the change in Medical coverage to the Horizon Blue Cross Blue Shield plan be effective July 1, 2018.

E. Approval of Revised 2018 - 2019 School District Calendar

It is recommended that the Board approve the revised 2018 - 2019 School District Calendar.

F. Approval of Acceptance of Funds					
Grantor	Grant Name	Requester/Recipient	Location	Check #	Amount
Branchburg Education Foundation	Author's Day	CristinaPernini Michelle Dooley	Whiton	1232	\$8,947.00
Branchburg Education Foundation	2018 Memorial Day Commemoration	Nina Manger	Stony Brook	1233	\$3,100.00
Branchburg Education Foundation	Environmental Club Bat & Bird Houses	Toni Lynn Burke	Stony Brook	1234	\$399.40

G. Approval of Harassment, Intimidation, and Bullying Reports			
Building	Incident #	Date	Discussion
Stony Brook	030918012	2/28/18	BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident did not meet the criteria of H.I.B. as defined in N.J.18A:37-14.
Stony Brook	030918013	3/5/18	BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident did not meet the criteria of H.I.B. as defined in N.J.18A:37-14.

IX. POLICY

Motion by Mr. Horowitz, seconded by Mr. Cutler that Item IX.A. be moved upon the recommendation of the Superintendent.

On call of the vote, Item IX.A. was unanimously approved by Roll Call.

Mr. Cutler and Mrs. Joyce spoke about the policy listed on the agenda for first reading.

A. Approval of Policy First Reading		
Policy	Title	Discussion
P7461	Sustainability	New

X. EDUCATION

Motion by Mr. Cutler, seconded by Mr. Tuma that Items X.A. through X.B. be moved upon the recommendation of the Superintendent.

On call of the vote, Items X.A. through X.B. were unanimously approved by Roll Call with Mr. Horowitz abstaining on Item X.A.

There was no Education Committee report.

Ms. Gensel spoke about the Ignite Science, Technology, Engineering and Math workshop listed on the agenda.

Mrs. Joyce spoke about the Annual iSTEAM NASA field trip Mr. Horowitz will be attending on April 27, 2018.

A. Conferences/Travel

WHEREAS, the employees listed below are requesting Board of Education authorization to attend the conferences/workshops listed below; and

WHEREAS, the attendance at the stated function was previously approved by the Chief School Administrator as work related within the scope of the work responsibilities of the attendee and within the funds budgeted for this purpose; and

WHEREAS, the attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent;

THEREFORE, BE IT RESOLVED, that the Board authorizes attendance at the stated conferences/workshops and reimbursement for the related expenses in accordance with Board policy on conference and workshop attendance.

Conference/Workshop	Employee/Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking /Mileage	Total
Ignite Science, Technology, Engineering and Math New York, NY	Katherine Bernet 11-000-223-580-04-144-020	4/13/18	N/A	N/A	N/A	\$32.00	\$32.00
Ignite Science, Technology, Engineering and Math New York, NY	Margaret Emmons 11-000-223-580-04-144-020	4/13/18	N/A	N/A	N/A	\$32.00	\$32.00
Ignite Science, Technology, Engineering and Math New York, NY	Wendy Michels 11-000-223-580-04-144-020	4/13/18	N/A	N/A	N/A	\$32.00	\$32.00
New Jersey Coaches Professional Learning Network Rockaway, NJ	Marie Cinque 11-000-223-580-04-144-020	6/7/18	N/A	N/A	N/A	\$21.02	\$21.02
School Law Program Trenton, NJ	Rebecca Gensel 11-000-230-580-01-303	4/11/18	\$199.00	N/A	N/A	\$20.00	\$219.00
Oppositional, Defiant and Disruptive Children and Adolescents South Plainfield, NJ	Devra Hobbs 11-000-223-580-04-144-020	4/20/18	\$119.00	N/A	N/A	N/A	\$119.00
N.J.S.B.A. The Opioid Crisis West Windsor, NJ	Noah Horowitz 11-000-230-585-01-300	4/13/18	\$99.00	N/A	N/A	\$32.24	\$131.24
N.J.S.B.A. 5 th Annual iSTEAM NASA Field Trip Greenbelt, MD	Noah Horowitz 11-000-230-585-01-300	4/27/18	\$129.00	N/A	N/A	\$114.08	\$243.08
New Jersey Digital Citizenship Symposium Somerset, NJ	Wendy Michels 11-000-223-580-04-144-020	5/8/18	\$195.00	N/A	N/A	N/A	\$195.00
Enhance Therapy Effectiveness New Brunswick, NJ	Adriana Weighart 11-000-219-580-03-001-999	4/18/18	\$249.00	N/A	N/A	N/A	\$249.00

B. Approval of Education Services						
Vendor	Account Number	Student ID #	Rate	Effective Date	Discussion	
Professional Education Services, Inc. Glassboro, NJ	11-150-100-320-03-069-020	1051920910	\$41.00 per hour (not to exceed 10 hours per week)	3/16/18	Out of School Setting for 4-6 weeks	

XI. HUMAN RESOURCES

Motion by Mr. Cutler, seconded by Mrs. Purohit that Items XI.A. through XI.E., be moved upon the recommendation of the Superintendent.

On call of the vote, Items XI.A. through XI.E., were unanimously approved by Roll Call.

There was no Human Resources Committee report.

A. Approval of Revision of Maternity Leave

Name	Account #	Location	Position	Anticipated Dates
Catherine Rello	11-230-100-101-01-072-090	Whiton	Paid Maternity/Disability Leave of Absence NJ Family Leave Act/FMLA	5/14/18-6/22/18 9/4/18-11/14/18

B. Approval of Revision of Medical Leave Replacement

Vendor	Account Number	Position	Location	Rate	Dates	Discussion
Invo Health Care Associates Jamison, PA	11-000-219-320-03-181- 340	Occupational Therapist	WES	\$85.00 per hour	3/23/18- 6/30/18	Medical leave replacement for Nancy Ryan

C. Approval of Revision of Medical Leaves

Name	Account #	Location	Position	Revised Dates
JanMarie Motz	11-000-219-104-01-168-34	BCMS	School Social Worker	1/25/18-6/30/18
Donna Baron	61-910-310-110-01-001	Whiton	Lunchroom Aide	12/15/17-4/25/18

D. Approval of Extra Duty Pay

Name	Account Number	Name of Action	Position	Salary	Location	Date	Discussion
Emily Williams	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Google Classroom Advanced
Rachael Johnston	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Discover Education
Rachael Johnston	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Differentiating Math Workshop Activities
Rachael Johnston	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Executive Functioning
Suzanne Updegrove	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Google Certification
Kate Mileto	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 4 hours	District	4/6/18- 6/30/18	Digital Escape Room
Erica Patente	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 6 hours	District	4/6/18- 6/30/18	SeeSaw Keeping a Digital Portfolio
Michelle Dooley	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed .5 hours	District	4/6/18- 6/30/18	Math Fact Fluency Progression Overview and Strategies (Co Teach)
Catie Rello	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed .5 hours	District	4/16/18- 6/30/18	Math Fact Fluency Progression Overview and Strategies (Co Teach)
Meredith Reedy	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Mindfulness in the Classroom
Beth Janiec	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 6 hours	District	4/6/18- 6/30/18	Responsive Classroom: Being Proactive in the Classroom Before Behavior Problems Begin

Approval of Extra Duty Pay (continued)							
Name	Account Number	Name of Action	Position	Salary	Location	Date	Discussion
Chelsea Smith	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 1.5 hours	District	4/6/18- 6/30/18	Responsive Classroom: Classroom Management for the First Six Weeks of School (Co Teach)
Melissa Fitzgibbon	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 1.5 hours	District	4/6/18- 6/30/18	Responsive Classroom: Classroom Management for the First Six Weeks of School (Co Teach)
Sarah Landon	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed .5 hours	District	4/6/18- 6/30/18	Behavior Modifications/De- Escalation Techniques (Co Teach)
Erica Viel	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed .5 hours	District	4/6/18- 6/30/18	Behavior Modifications/De- Escalation Techniques (Co Teach)
Tara Kolbe	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 6 hours	District	4/6/18- 6/30/18	Pilates
Amanda Roper	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Phonological Awareness
Allison O'Neill	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Foundations 201
Marie Cinque	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 6 hours	District	4/6/18- 6/30/18	Teaching Reading to Struggling Intermediate Readers Grades 4-8; Decoding/Fluency and Comprehension
Kelly Boyle	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Teaching Reading to Striving Beginning Readers; New Strategies for Decoding/Fluency
Kelly Boyle	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Teaching Reading to Striving Beginning Readers; New Strategies for Comprehension
Meghan Russo	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 1 hour	District	4/6/18- 6/30/18	Add Spark to your Classroom with Adobe Arts
Amy Garner	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Dyslexia
Cristina Pernini	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 1.5 hours	District	4/6/18- 6/30/18	Co Teaching K-5 (Co Teach)
Megan VanHorn	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 1.5 hours	District	4/6/18- 6/30/18	Co Teaching K-5 (Co Teach)
Kristen Cardona	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Co Teaching in the Middle School
Allison Eby	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Classroom Management for Data Collection
Jocelyn Muzychko	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/6/18- 6/30/18	Math Fluency Stations with a Make and Take Component
Margaret Emmons	11-000-223-104-02-210	Spring Teacher Academy	Teacher	\$41.00 per hour not to exceed 6 hours	District	4/6/18- 6/30/18	Make Chrome Work for You

E. Approval of Settlement Agreement and Release

BE IT RESOLVED, that the Board of Education approves a settlement in the matter of M.O. and W.O. o/b/o B.O. v. Somerville Borough Board of Education, Agency Reference #2018-27402.

XII. BUSINESS

Motion by Mr. Cutler, seconded by Mr. Ambrus that Items XII.A. through XII.D. be moved upon the recommendation of the Superintendent.

On call of the vote, Items XII.A. through XII.D. were unanimously approved by Roll Call.

Mr. Ambrus said the Business Committee met on April 4, 2018 and discussed the following items:

- Medical insurance changes;
- Facilities projects;
- HVAC project at Whiton Elementary School;
- Software upgrade for the heating ventilation control system;
- Whiton Elementary School parking lot lighting; and
- 2018/2019 budget

A. **Bill List**

It is recommended that the Board approve the List of Bills for the period March 23, 2018 through April 5, 2018, totaling \$623,676.53, and ratify the Payroll for the period March 23, 2018 through April 5, 2018, totaling \$909,852.42.

B. **Approval of Use of School Buses**

It is recommended that the Board approve the use of District school buses by the Branchburg Township Recreation Department for its summer camp program and summer trips from June 25, 2018 through August 3, 2018, with the labor and fuel costs associated with such use of buses to be paid by the Township Recreation Department.

C. **Approval of Resolution for Participation in Coordinated Transportation with Educational Services Commission of New Jersey**

It is recommended that the Board approve a Resolution with Educational Services Commission of New Jersey for participation in coordinated transportation for the 2018-2019 school year.

D. **Approval of Resolution Authorizing the Disposal of Technology Equipment**

It is recommended that the Board approve the following resolution authorizing the disposal of technology equipment through E-Waste drop off, Township of Branchburg on April 7, 2018 and November 3, 2018.

XIII. PUBLIC COMMENT

There was no public comment.

XIV. BOARD LIAISON REPORTS

Mr. Horowitz spoke about the PTO Il Forno fundraiser being held on April 17, 2018.

Mr. Cutler said the Somerset County Educational Services Commission is updating their security system.

Mrs. Joyce said the Emergency Management Planning Committee met on March 27, 2018 and that the next meeting will be held on April 26, 2018.

Mrs. Purohit said the Branchburg Education Foundation is preparing for the May 18, 2018 Pocketbook Bingo fundraiser.

XV. BOARD FORUM

The Board thanked the Harmony Girls Ensemble for their dedication to the Teachers of the Year.

Mrs. Joyce said the Somerville High School Colorguard will be having their home competition on April 7, 2018 at Branchburg Central Middle School.

Ms. Gensel said two Branchburg Central Middle School teams will be competing at the Odyssey of the Minds State Tournament being held on April 14, 2018 at Ewing High School.


XVI. EXECUTIVE SESSION

There was no second Executive Session.

XVII. ADJOURNMENT

On a motion by Mr. Ambrus, seconded by Mr. Cutler, and carried unanimously, the Board agreed to adjourn at 9:13 p.m.

Respectfully Submitted,


Theresa Linskey
School Business Administrator/Board

4/5/2018