

Branchburg Township School District

REGULAR MEETING MINUTES

January 18, 2018

Executive Session – 7:00 p.m.

Public Meeting – 8:00 p.m.

Board of Education Office

Board Conference Room

I. CALL TO ORDER

The meeting was called to order at 7:07 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, Kristen Fabriczi, Noah Horowitz, Theresa Joyce, Cathy Palmieri, Keerti Purohit and Charles Tuma.

The following member was absent: 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 Mr. Cutler, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene at 7:07 p.m. to discuss Personnel, Student Matters, Contracts, Negotiations and Legal Issues.

On a motion by Mrs. Palmieri, seconded by Mrs. Purohit, and carried unanimously, the Board agreed to adjourn executive session at 7:48 p.m.

On a motion by Mr. Horowitz, seconded by Mr. Tuma, and carried unanimously, the Board agreed to reconvene to public session at 8:00 p.m. with 5 members of the public present.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Ms. Gensel said the reconstruction company will be at Whiton Elementary School at 8:00 a.m. on January 19, 2018 and will give a timeline as to when the students will be back in their classrooms and have things up and running.

Ms. Gensel said she, Jennifer Hauser (Director of Curriculum) and Tina Neely (Director of Student Services) met with Timothy Teehan (Somerville's Superintendent of Schools), Joanne Sung (Somerville's Director of Curriculum and Instruction) and Tanya McDonald (Somerville's Director of Special Services) to see how the two districts can work together in curriculum and services. She said they also discussed how both districts might be able to share resources for professional development.

Ms. Gensel said she will be attending the Techspo Conference in Atlantic City with STEM Coaches, Jennifer Hauser (Director of Curriculum), Eric Schaefer (Information Technology Manager) and Frank Altmire (Principal Stony Brook Elementary School) to get an idea as to what is new in technology that would be beneficial to the district's students.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

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

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

Mrs. Joyce spoke about Committee assignments and different ways to run committee meetings.

There was no Community Relations Committee report.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of January 9, 2018.

B. School Board Recognition Month

WHEREAS, The New Jersey School Boards Association has declared January 2018 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Branchburg Township Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Branchburg Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Branchburg Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2018 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Branchburg Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children’s education.

C. Approval of 2017-2018 Uniform State Memorandum of Understanding between Education and Law Enforcement Officials

It is recommended that the Board approve the 2017-2018 Uniform State Memorandum of Understanding between Education and Law Enforcement Officials, regarding Police access to school district Security Cameras.

D. Approval of the Revised Memorandum of Understanding with The Jointure

It is recommended that the Board approve the revised 2017-2018 and 2018-2019 Memorandum of Understanding with the Jointure for Central Middle School, Stony Brook Elementary School and Whiton Elementary School.

E. Approval of Harassment, Intimidation, and Bullying Reports			
Building	Incident #	Date	Discussion
BCMS	121917008	12/11/17	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	010218001	12/18/17	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

Mr. Cutler said the Policy Committee reviewed the last alert posted by Strauss Esmay, and that the different committees will be receiving their policies for review.

X. EDUCATION

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

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

There was no Education Committee report.

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
Kate Roberts: Do-it-Yourself Literacy Teaching Tools for Differentiation, Rigor, and Independence New Brunswick, NJ	Olivia McNamara 11-000-223-580-05-144-060	2/13/18	\$150.00	N/A	N/A	N/A	\$150.00
Kate Roberts: Do-it-Yourself Literacy Teaching Tools for Differentiation, Rigor, and Independence New Brunswick, NJ	Randi Morin 11-000-223-580-05-144-060	2/13/18	\$150.00	N/A	N/A	N/A	\$150.00
Kate Roberts: Do-it-Yourself Literacy Teaching Tools for Differentiation, Rigor, and Independence New Brunswick, NJ	Elaine Mulrooney 11-000-223-580-05-144-060	2/13/18	\$150.00	N/A	N/A	N/A	\$150.00
New Jersey Music Educators Conference East Brunswick, NJ	Kathryn Bontomase 11-000-223-580-05-144-060	2/22/18	\$170.00	N/A	N/A	N/A	\$170.00
New Jersey Music Educators Conference East Brunswick, NJ	Noel Maroon 11-000-223-580-05-144-060	2/22/18	\$170.00	N/A	N/A	N/A	170.00
FSMC Fixed Price and Cost Reimbursable Contracts Training Morristown, NJ	Cathy DiCosimo 11-000-251-580-01-585	1/30/18	N/A	N/A	N/A	\$10.78	\$10.78
FSMC Fixed Price and Cost Reimbursable Contracts Training Morristown, NJ	Theresa Linskey 11-000-251-580-01-585	1/30/18	N/A	N/A	N/A	\$14.29	\$14.29
Using Growth Mindset to improve Teacher and Student Engagement Monroe Township, NJ	Matthew Barbosa 11-000-240-580-02-000-020	2/2/18	\$149.00	N/A	N/A	\$30.00	\$179.00
New Jersey Association for Health, Physical Education, Recreation and Dance Long Branch, NJ	Kevin Gaul 11-000-223-580-05-144-060	2/26/18	\$70.00	N/A	N/A	N/A	\$70.00
Foreign Language Educators of New Jersey Iselin, NJ	Victoria Gerry 11-000-223-580-08-144-090	4/13/18	\$160.00	N/A	N/A	\$14.88	\$174.88

B. Approval of Fundraisers

School/Group/Activity	Event Coordinators	Location	Purpose	Dates
BCMS/Odyssey of Mind Fundraiser/ Sell food and refreshments to attendees	Suzanne Updegrove Kristine DeNicololo	Branchburg Central Middle School	Support the Music in the Park Trip	3/17/18
BCMS/Band Fundraiser/Sell "Shout Out" sections of the Spring Concert Program	Kristine DeNicololo	Branchburg Central Middle School	Support the Music in the Park Trip	5/1-15/18

C. Approval of Home Instruction

Sid#	Account Number	Teacher	Hourly Rate	Start Date	Discussion
3398554085	11-150-100-101-03-066-020	Nancy Padula	\$41.00	1/19/18	Not to exceed 30 hours

D. Approval of Evaluations

Name	Account Number	Total Cost	Discussion
Somerset County Education Services, Bridgewater, NJ	11-000-219-320-03-181	\$808.00	Two Social History Evaluations, as needed

E. Approval of Education Services

Program/Location	Account Number	Student ID #	Total Amount/Rate	Effective Dates	Discussion
Professional Education Services, Inc. Glassboro, NJ	11-150-100-320-03-069-020	9700615670	\$41.00 per hour Not to exceed \$2,460.00	1/5/18-2/16/18	Not to exceed 6 weeks

XI. HUMAN RESOURCES

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

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

There was no Human Resources Committee report.

A. Approval of Revision Title I After School Tutor					
Name	Account Number	School	Effective Date	End Date	Discussion
Zach Miracle	20-231-100-101-02-648 20-231-100-101-02-649	Stony Brook Elementary School	09/01/17	6/30/18	Revision of Stipend from \$2,009.00 to \$2,624.00

B. Approval of Vendor				
Vendor	Account Number	Dates of Services	Total Cost	Discussion
Innovative Designs for Education	20-270-200-500-02-649	1/24/18 3/20/18	\$3,600.00	Professional Development for Non-tenured Staff

C. Approval of Substitute			
Name	Position	Salary	Dates
Alexa D'Amico	Substitute Teacher & Instructional Aide	\$95.00/\$83.33 per diem Subject to delivery of requested documents	1/19/18-6/30/18
James Ferraro	Substitute Bus Driver	\$18.87 per hour Subject to delivery of requested documents	1/19/18-6/30/18
Cory Hanna	Substitute Teacher & Instructional Aide	\$95.00/\$83.33 per diem Subject to delivery of requested documents	1/19/18-6/30-18

D. Approval of Personnel							
Name	Account Number	Position	Location	Step/Level	Salary	Dates	Discussion
Cory Hanna	11-120-100-101-01-012-090	Physical Education Teacher Long-Term Substitute	WES	1/BA	\$56,740.00 (pro-rated) Subject to delivery of requested documents	1/19/18-6/30/18	Replacement for Robert Motz

XII. BUSINESS

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

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

There was no Business Committee report.

A. **Bill List**

It is recommended that the Board approve the List of Bills for the period January 5, 2018 through January 18, 2018, totaling \$435,389.43.

B. **Approval of Resolution for Participation in Coordinated Transportation**

WHEREAS, the Branchburg Township Board of Education desires to transport students for the purpose of special education, nonpublic school education, or its own public school students to specific destinations; and

WHEREAS, the Warren County Special Services School District hereinafter referred to as WCSSSD offers coordinated transportation services; and

WHEREAS, the WCSSSD will organize and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of prorated contract costs, plus a 4% administration fee as presented to the Branchburg Township Board of Education by the billing formula adopted by the WCSSSD's Board of Education.

C. **Authorization for Request for Proposal for Architect of Record**

It is recommended that the Board authorize the issuance of a Request for Proposal for an Architect of Record.

D. **Approval of Purchase of Two 54 Passenger School Buses**

It is recommended that the Board approve the purchase of two new 2019 International 54 passenger school buses through the Educational Services Commission of New Jersey, school bus Bid Award Contract #17/18-36, from Truck King International at a cost of \$95,341.33 each, for a total cost of \$190,682.66 to be paid by purchase order through the General Fund from Account #12-000-270-733-07-389, and sufficient funds are available in the 2017-2018 budget.

E. **Approval of Purchase of One 24 Passenger School Bus**

It is recommended that the Board approve the purchase of one new 2019 Chevrolet Mid Bus 24 Passenger through the Educational Services Commission of New Jersey, school bus Bid Award Contract #17/18-36, from Wolfington Body Company, Inc. at a cost of \$64,957.50 to be paid by purchase order through the General Fund from Account #12-000-270-733-07-389, and sufficient funds are available in the 2017-2018 budget.

F. **Approval of Lease Agreement with Branchburg Township Municipality**

The Board hereby approves, and authorizes its President to execute, a written lease agreement with the Branchburg Township Municipality, to lease the addition to the municipal garage comprised of a single large bay on the westerly side, approximately 30' x 50', for a term commencing January 30, 2018 and ending January 30, 2021.

XIII. PUBLIC COMMENT

There was no public comment.

XIV. BOARD LIAISON REPORTS

The Board members explained to the new Board members the responsibilities of being a Board Liaison.

Mrs. Fabriczi said she was sworn into the Somerville Board of Education on January 18, 2018 representing the Branchburg Board of Education.

Mrs. Fabriczi spoke about the following items which took place at the January 18, 2018 Somerville Board of Education meeting:

- There was a presentation from the students of Van Derveer School showcasing their project based learning;
- High School reports;
- Sports reports;
- There will be a new Somerville Mayor announced before their next Board meeting; and
- A gentleman from Belmar addressed the Board, during public comment, about a cleaning solution which meets the New Jersey Sustainable school guidelines.

XV. BOARD FORUM

Mrs. Fabriczi spoke about the following items:

- Somerville instrumental concert; and
- The 5th grade play she attended.

Mr. Ambrus spoke about the drug abuse presentation given by the Branchburg Township Police Department to the students at Branchburg Central Middle School. He said the Police Department will be doing a similar presentation for the parents of Branchburg students on January 23, 2018.

Mrs. Joyce spoke about the following items:

- An assembly given at Somerville High School on substance abuse;
- The instrumental concert at Somerville High School;
- The substance abuse presentation which will be given by the Branchburg Police Department on January 23, 2018 at 7:00 p.m. for the parents of Branchburg students; and
- The Stony Brook Elementary School winter concert which will be held on January 24, 2018


XVI. EXECUTIVE SESSION

There was no second Executive Session.

XVII. ADJOURNMENT

On a motion by Mrs. Purohit, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to adjourn at 8:47 p.m.

Respectfully Submitted,



Theresa Linskey
School Business Administrator/Board