

Branchburg Township School District

REGULAR MEETING MINUTES

April 20, 2017

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 7:36 p.m. by Board President, Zoltan Ambrus, 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, Jack Dempsey, Kristen Fabriczi, Carmela Noto (left at 8:58 p.m.), Cathy Palmieri and Keerti Purohit.

The following members were absent: Ellwood Cutler, Theresa Joyce and Olga Phelps.

Also present were: Superintendent of Schools Rebecca Gensel, Business Administrator/Board Secretary Theresa Linskey and no members of the public.

II. CALL TO EXECUTIVE SESSION

On a motion by Mrs. Fabriczi, seconded by Mrs. Purohit, and carried unanimously, the Board agreed to convene at 7:36 p.m. to discuss personnel, H.I.B., and legal issues.

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn executive session at 8:00 p.m.

On a motion by Mrs. Palmieri, seconded by Mrs. Purohit, and carried unanimously, the Board agreed to reconvene to public session at 8:03 p.m. with 8 members of the public.

III. The Secretary called the roll.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Ms. Gensel and Ms. Linskey, together with the Administration team, gave a presentation on the 2017-2018 Preliminary Budget.

Mr. Ambrus spoke about the transportation garage, and the Shared Services Agreement with Readington.

VII. PUBLIC COMMENT

Rhonda Sherbin, President of the Branchburg Township Education Association, discussed the tax increase with the Board.

Antonina Manfreda, 6th grade Social Studies teacher, discussed the service learning projects with the Board and expressed her concern about instructional time being taken away from the students.

VIII. GOVERNANCE

Motion by Mrs. Palmieri, seconded by Mrs. Fabriczi that Item VIII.A. be moved upon the recommendation of the Superintendent.

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

There was no Governance Committee report.

There was no Community Relations report.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of April 6, 2017.

IX. POLICY

Motion by Mrs. Palmieri, seconded by Mrs. Fabriczi 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. Ambrus discussed the email Mrs. Joyce sent to the Board regarding the non-mandated policy of having Security Officers in the schools.

A. Policy Second Reading		
Policy #	Title	Discussion
2460	Special Education	Revised
2467	Surrogate Parents and Foster Parents	Revised

X. EDUCATION

Motion by Mrs. Palmieri, seconded by Mrs. Fabriczi that Items X.A. through X.D. be moved upon the recommendation of the Superintendent.

On call of the vote, Items X.A. through X.D. 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
Testing Accommodations for Students with Disabilities: How do we decide? Monroe, NJ	Tina Neely 11-000-219-580-03-144	4/28/17	\$149.00	N/A	N/A	N/A	\$149.00

B. Staff Transfers					
Name	Name of Action	Location	Effective Date	End Date	Discussion
Geralyn Cecchini	Transfer	Whiton	9/1/17	6/30/18	From: Math Instructional Support To : Kindergarten
Kim Cole	Transfer	Whiton	9/1/17	6/30/18	From: 2 nd Grade To: 1 st Grade
Colleen Repoli	Transfer	Whiton	9/1/17	6/30/18	From: 3 rd Grade To: 1 st Grade
Beth Kinney	Transfer	Whiton	9/1/17	6/30/18	From: Kindergarten To: 2 nd Grade
Tara Forsyth	Transfer	Whiton	9/1/17	6/30/18	From: 2 nd Grade To: 3 rd Grade
Brittani Santangelo	Transfer	Whiton	9/1/17	6/30/18	From: 1 st Grade To: 3 rd Grade
Rhonda Sherbin	Transfer	Whiton	9/1/17	6/30/18	From: Math Instructional Support To: Literacy Instructional Support
Michelle Dooley	Transfer	Whiton	9/1/17	6/30/18	From: 3 rd Grade To: Math Instructional Support
Catie Rello	Transfer	Whiton	9/1/17	6/30/18	From: Kindergarten To: Math Instructional Support

C. 2017 Whiton Field Trips			
Trip	Teachers	Date	Discussion
Duke Island Park	Amy Roman	6/13/17	Kindergarten Science Trip
Whittemore Wildlife Sanctuary	Sarah Landon	5/11/17	Preschool Nature Trip

D. Service Project					
Title	Event Coordinator	Participants	Recipient	Purpose	Date
7 th Grade Blood Drive	Matt Barbosa	Branchburg Families Branchburg Staff	Community Blood Council of New Jersey	Students learn the importance of a blood drive	5/25/17

XI. HUMAN RESOURCES

Motion by Mrs. Purohit, seconded by Mrs. Palmieri that Items XI.A. through XI.J., be moved upon the recommendation of the Superintendent.

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

There was no Human Resources Committee report.

Mr. Ambrus thanked Donna Meehan for her years of service and dedication to the students and to the Branchburg Township School District.

A. Maternity Leave			
Name	Location	Type of Leave	Anticipated Date(s)
Kristyn Perello	BCMS	Unpaid Maternity Leave/New Jersey Family Leave Act	9/5/17 through 11/16/17

B. Stipend Position					
Name	Position	Salary	Location	Effective Date	End Date
Noel Maroon	Vocal Concert Prep	\$630.00	Stony Brook Elementary School	9/1/16	6/30/17

C. Resignation		
Name	Position	Effective Date
Danielle Lindsay	Stony Brook Elementary School Teacher	6/30/17

D. Retirement		
Name	Position	Effective Date
Donna Meehan	Whiton Elementary School Instructional Support Teacher	5/31/17

E. Curriculum Writing Hours						
Content Area	Account Number	Grades	Hours	Rate	Discussion	
Mathematics	11-000-221-104-02-213	6	36	\$41.00	2016-2017 Revision	

F. Language Arts/Humanities Summer Curriculum Hours					
Content Area	Account Number	Grades	Hours	Rate	Discussion
Language Arts	11-000-221-104-02-213	K-6	96	\$41.00	Revision
Literacy Coach Work Days	11-000-221-104-02-213	K-8	79.5	\$41.00	2017-2018 Planning Sessions
World Language Standards Update	11-000-221-104-02-213	K-8	24	\$41.00	Revision
Social Studies	11-000-221-104-02-213	7-8	156	\$41.00	New Curriculum
Social Studies	11-000-221-104-02-213	6	12	\$41.00	Revision
Social Studies	11-000-221-104-02-213	K-5	252	\$41.00	New Curriculum
Physical Education	11-000-221-104-02-213	K-5	24	\$41.00	Revision
English as a Second Language	11-000-221-104-02-213	K-8	96	\$41.00	New Curriculum

G. STEM Arts Summer Curriculum Hours					
Content Area	Account Number	Grades	Hours	Rate	Discussion
Mathematics	11-000-221-104-02-213	K-5	72	\$41.00	Revision
Pre-Algebra	11-000-221-104-02-213	6-7	96	\$41.00	Revision
Gifted and Talented Education	11-000-221-104-02-213	GATE	90	\$41.00	Identify Placement/Update Curriculum
Science	11-000-221-104-02-213	K-8	252	\$41.00	New Curriculum
Technology	11-000-221-104-02-213	6-8	36	\$41.00	New Curriculum
Science, Technology, Engineering and Math Coach	11-000-221-104-02-213	K-8	79.5	\$41.00	2017-2018 Planning Sessions

H. Student Services Summer Curriculum Hours					
Content Area	Account Number	Grades	Hours	Rate	Discussion
Pre School	11-000-221-104-02-213	Preschool	60	\$41.00	New Curriculum
Special Education Coach	11-000-221-104-02-213	K-8	20	\$41.00	2017-2018 Planning Sessions

I. Branchburg Central Middle School Summer Hours					
Content Area	Account Number	Grades	Hours	Rate	Discussion
Advisory Program	11-000-218-104-01-141	6-8	135	\$41.00	New Curriculum
Orientation for New/Transitioning Students	11-000-218-104-01-141	6-8	6	\$41.00	Guidance Counselors
BCMS Student Schedules	11-000-218-104-01-141	N/A	40	\$41.00	Central Middle School Staff

J. Stony Brook Elementary School Summer Hours					
Content Area	Account Number	Grades	Hours	Rate	Discussion
Stony Brook Student Schedules	11-000-218-104-01-141	N/A	40	\$41.00	Stony Brook Staff

XII. BUSINESS

Motion by Mrs. Palmieri, seconded by Mrs. Fabriczi that Items XII.A. through XII.I. be moved upon the recommendation of the Superintendent.

On call of the vote, Items XII.A. through XII.I. 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 April 7, 2017 through April 20, 2017, totaling \$2,101,699.91, and ratify the Payroll for the period April 7, 2017 through April 20, 2017, totaling \$903,276.71.

B. Secretary's Report

The Report of the Secretary for March 2017 has been submitted for Board review. As required by N.J.A.C. 6A:23A-16.10(c)(3) I, Theresa Linskey, Business Administrator/Board Secretary, certify that no line item account has been over expended and that sufficient funds are available to meet the District's financial obligations this fiscal year.

It is recommended that the Secretary's Report for March 2017 be accepted and filed, and the Board of Education hereby certifies that no major account has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)(4) and that sufficient funds are available to meet the District's financial obligations for the remainder of the 2016-2017 fiscal year.

C. Treasurer's Report

It is recommended that the Treasurer's Report for the month of March 2017 be accepted and filed.

D. Line Item Transfers

It is recommended that the Board accept the list of Line Item Transfers for the month of March 2017.

E. Monthly Transfer Report

It is recommended that the Board approve the March 2017 Monthly Transfer Report.

F. 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 2017-2018 school year.

G. Approval of Lease for Old York School

WHEREAS, the Branchburg Township Board of Education is desirous of leasing a portion of the former Old York School not presently needed for school purposes; and

WHEREAS, The Jointure for Community Adult Education, Inc., has represented that it is an entity to which the Board may lease said property without public bidding pursuant to N.J.S.A. 18A:20-8.2;

NOW, THEREFORE, BE IT AGREED, that the Board hereby approves, and authorizes its President to execute, a written lease agreement with The Jointure for Community Adult Education, Inc., to lease a portion of Old York School, pursuant to N.J.S.A. 18A:20-8.2, for a term commencing July 1, 2017 and ending June 30, 2018.

H. Approval of Contract for Insurance Consultant

It is recommended that the Board approve a contract (Board Reference XII.H.) with Integrity Consulting Group, Inc. to provide client professional services in the area of insurance for the period of July 1, 2017 through June 30, 2018 for a flat rate of \$20,000, as outlined in the contract, to be paid from Account #11-000-230-339-01-300, and sufficient funds are available in the 2017-2018 budget.

I. Approval of Food Service Company for the 2017-2018 School Year

It is recommended that the Board approve Maschio's Food Services, Inc., as the food service management company for the 2017-2018 school year in accordance with N.J.S.A. 18A:18A-42, with a management fee for the 2017-2018 school year of \$16,501.00 and a minimum profit guarantee of \$45,000.00.

XIII. PUBLIC COMMENT

There was no public comment.

XIV. BOARD LIAISON REPORTS

Mr. Ambrus said the Somerville Board of Education has narrowed the Superintendent search down to two candidates.

XV. BOARD FORUM

There were no discussions.

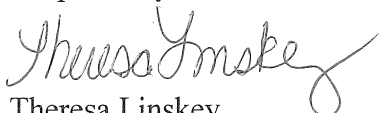
XVI. EXECUTIVE SESSION

There was no second Executive Session.

XVII. ADJOURNMENT

On a motion by Mrs. Fabriczi, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to adjourn at 9:08 p.m.

Respectfully Submitted,



Theresa Linskey
School Business Administrator/Board