

Branchburg Township School District

REGULAR MEETING MINUTES

April 7, 2016

Executive Session – 6:30 p.m.

Public Meeting – 8:00 p.m.

Branchburg Central Middle School

Media Center

I. CALL TO ORDER

The meeting was called to order at 7:22 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, Ellwood Cutler (arrived 7:26 p.m.), Jack Dempsey, Theresa Joyce, Cathy Palmieri and Olga Phelps.

The following members were absent: Kristen Fabriczi, Carmela Noto and Jose-Ramon Suarez.

Also present were: Acting 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. Palmieri, seconded by Mrs. Joyce, and carried unanimously, the Board agreed to convene at 7:22 p.m. to discuss personnel, H.I.B., and legal issues.

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

On a motion by Mr. Dempsey, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to reconvene to public session at 8:02 p.m. with 60 members of the public.

III. The Secretary called the roll.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. ACTING SUPERINTENDENT'S REPORT

Ms. Gensel introduced Mr. Rocco Fornaro, Acting Vice Principal of Whiton Elementary School, who did a slideshow presentation highlighting the work the students are doing at Whiton Elementary School.

Ms. Gensel introduced Ms. Beth Patten, Vocal/Chorus Teacher of Stony Brook and Whiton Elementary Schools, who did a presentation on a field trip students took to Broadway to work with the cast of *Wicked*.

Ms. Gensel introduced two Branchburg Central Middle School students from Mrs. Minetti's 8th grade class who did a presentation on their independent study project.

Ms. Suzanne Updegrave, GATE and Enrichment teacher at Branchburg Central Middle School, introduced two students who did a presentation on their 3D printing projects.

Ms. Theresa Linskey, School Business Administrator, said the preliminary budget presentation is up on the district website and is currently being reviewed by the County Superintendent's Office. She said any changes will be presented at the April 21, 2016 Board of Education meeting, and the final budget presentation will be presented at the May 5, 2016 Board of Education meeting.

VII. PUBLIC COMMENT

Ms. Lauren Bozzuti asked the Board for more dialog to discuss better field trips for the students.

VIII. GOVERNANCE

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

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

There was no Governance Committee report.

Mr. Ambrus said the lunch menu posting issue has been resolved.

Mr. Ambrus said the deer carcass on the Stony Brook School property has been removed.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Regular Meeting and Executive Session of March 3, 2016.

B. Approval of 2016 - 2017 Preschool Student District Calendar

It is recommended that the Board approve the 2016-2017 Preschool District Calendar, which is attached as Reference VIII.B.

C. Acceptance of Grant Funds					
Grantor	Grant Name	Requester	Location	Check #	Amount
Branchburg Education Foundation	Author's Day	Cristina Pernini Michelle Dooley	Whiton Elementary School	1187	\$6,790.00
Branchburg Education Foundation	Large Format Photo Quality Printer	Randy Kupcha	Branchburg Central Middle School	1188	\$1,719.00
Branchburg Education Foundation	Suspension Training	Tara Kolbe Robert Motz	Whiton Elementary School	1189	\$ 582.00

IX. EDUCATION

Motion by Mr. Dempsey, seconded by Mrs. Palmieri that Items IX.A. through IX.C. be moved upon the recommendation of the Acting Superintendent.

On call of the vote, Items IX.A. through IX.C. 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	Registration Fee	Hotel	Meal(s) /Exp.	Tolls/Parking/ Mileage	Total
New Jersey Association of School Business Officials Environmentally Preferable Purchasing aka Green Purchasing Rockaway, NJ	Theresa Linskey 11-000-251-580-01-585	4/14/2016	\$50.00	N/A	N/A	\$5.92	\$55.92
Summer Institute on the Teaching of Writing Paramus, NJ	Joan Baier 11-000-223-580-02-144	7/25/2016 through 7/28/2016	\$450.00	N/A	N/A	N/A	\$450.00
Summer Institute on the Teaching of Writing Paramus, NJ	Dulcinea Merton Elms 11-000-223-580-02-144	7/25/2016 through 7/28/2016	\$450.00	N/A	N/A	N/A	\$450.00
Summer Institute on the Teaching of Writing Paramus, NJ	Caroline Flamos 11-000-221-580-02-189	7/25/2016 through 7/28/2016	\$300.00	N/A	N/A	\$105.40	\$405.40

Conference/ Workshop	Employee/Account Number	Date	Registration Fee	Hotel	Meal(s) /Exp.	Tolls/Parking/ Mileage	Total
Summer Institute on the Teaching of Writing Paramus, NJ	Stephanie Formus 11-000-223-580-02-144	7/25/2016 through 7/28/2016	\$450.00	N/A	N/A	N/A	\$450.00
Summer Institute on the Teaching of Writing Paramus, NJ	Olivia McNamara 11-000-223-580-02-144	7/25/2016 through 7/28/2016	\$450.00	N/A	N/A	N/A	\$450.00
Summer Institute on the Teaching of Writing Paramus, NJ	Randi Morin 11-000-223-580-02-144	7/25/2016 through 7/28/2016	\$450.00	N/A	N/A	\$150.00	\$600.00
Summer Institute on the Teaching of Reading Paramus, NJ	Melissa Fitzgibbon 11-000-223-580-02-144	7/11/2016 through 7/14/2016	\$450.00	N/A	N/A	\$133.00	\$583.00
Summer Institute on the Teaching of Reading Paramus, NJ	Lauren Flood 11-000-223-580-08-144	7/11/2016 through 7/14/2016	\$450.00	N/A	N/A	\$30.00	\$480.00
Summer Institute on the Teaching of Reading Paramus, NJ	Stephanie Formus 11-000-223-580-02-144	7/11/2016 through 7/14/2016	\$450.00	N/A	N/A	N/A	\$450.00
Summer Institute on the Teaching of Reading Paramus, NJ	Amanda Roper 11-000-223-580-02-144	7/11/2016 through 7/14/2016	\$450.00	N/A	N/A	\$130.76	\$580.76
Summer Institute on the Teaching of Reading Paramus, NJ	Danielle Shober 11-000-240-580-02-000	7/11/2016 through 7/14/2016	\$250.00	N/A	N/A	\$104.92	\$354.92
Teacher's College Reading and Writing Project Columbia Teachers College, NY	Kristen Murphy 11-000-223-580-02-144	8/1/2016 through 8/5/2016	\$800.00	N/A	\$50.00	\$200.00	\$1,050.00
Instructional Practices for Deaf and Hard of Hearing Students Ewing, NJ	Randi Lee Venturini 11-000-219-580-03-001	5/13/2016	\$50.00	N/A	N/A	\$9.30	\$59.30
Should a Contractor Use R22 or Alternative Blends Kenilworth, NJ	Keith Dunford 11-000-261-580-10-428	4/8/2016	\$75.00	N/A	N/A	N/A	\$75.00

B. Field Trips				
School/Group	Event Coordinators	Location	Date	Purpose
BCMS/8 th Grade Band Students	Kate Katz Kristine DeNicuolo	Stony Brook Elementary School	4/27/2016	Demonstrate knowledge and skills, and promote band opportunities for the elementary school students.
BCMS/16 Nominees	Suzanne Updegrove Michele Jordan	Montclair State College Montclair, New Jersey	6/7/2016	New Jersey Future Educators Association Middle School Conference, for 16 nominated 8 th graders who would be interested in investigating education as a career.
BCMS/6 th Grade	Danielle DuFermont	Bowlmor Lanes Greenbrook, NJ	6/20/2016	Studying data analysis concepts.

C. Out-of-District Special Education Placement				
Sid#	School	Tuition	Total Cost	Effective Dates
9591266214	Rutgers University Behavioral Health Care	\$34,247.49 (prorated)	\$34,247.49	1/14/2016 – 6/30/2016

X. HUMAN RESOURCES

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

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

There was no Human Resources Committee report.

A. Instructional Staff							
Name	Position	Location	Step/Level	Salary	Effective Date	End Date	Discussion
Jillian Kirby	Replacement Teacher	Stony Brook	1/182	\$58,595.00 prorated	4/18/2016	6/30/2016	Maternity Leave for Danielle Lindsay

B. Extra Duty Pay								
Name/Account	Name of Action	Position	Salary	Location	Effective Date	End Date	Discussion	
Erica Patente 11-000-223-104-02-210	Teacher Academy Presenter	Teacher	\$41.00 per hour not to exceed 3 hours	District	4/27/2016	6/21/2016	Pinterest, Chrome Store, Add-On, Extensions, and Apps OH MY - Part 2	

C. Student Teacher							
Name/College	Name of Action	Certification	Location	Effective Date	End Date	Discussion	
Emily Williams The College of New Jersey	Student Teacher	Special Education Teacher – K-5	Stony Brook	9/6/2016	12/15/2016	Cooperating Teachers Nina Manger, Karin Elvis	

D. Substitute						
Name	Position	Salary	School	Effective date	End Date	
Melisa Pampani	Substitute Teacher	\$95.00 per diem	District	3/8/2016	6/30/2016	

E. Revised Maternity Leave				
Name	Location	Grade	Type of Leave	Anticipated Date(s)
Megan VanHorn	Whitton	1	Paid Maternity/Disability Leave of Absence NJ Family Leave Act	2/1/2016 through 4/15/2016 4/18/2016 through 6/3/2016

F. Approval of Hourly Rates for Summer Technology Helpers

It is recommended that the Board approve the hourly rates for the Summer Technology Aides, \$9.00 - \$13.00 per hour, based on skills and experience.

XI. BUSINESS

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

On call of the vote, Items XI.A. through XI.E. 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 March 18, 2016 through April 7, 2016, totaling \$947,325.39, and ratify the Payroll for the period March 18, 2016 through April 7, 2016, totaling \$885,537.23.

B. Approval of Resolution Authorizing the Disposal of One School Bus

It is recommended that the Board approve the following resolution authorizing the disposal of one school bus through GovDeals.

WHEREAS, the School District is the owner of certain school bus which is no longer needed for public use; and

WHEREAS, the Board of Education is desirous of selling said school bus in “as is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Board of Education of Branchburg Township in the County of Somerset, as follows:

- (1) The sale of the school bus shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the Board of Education.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) The school bus to be sold is as follows:
 - 2001 Yellow Blue Bird School Bus
54 Passenger

VIN #1GDM7T1C3YJ520363
Bus #4
- (5) The school bus identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said school buses.
- (6) The School District reserves the right to accept or reject any bid submitted.

C. Approval of Purchase of One 54 Passenger School Bus

It is recommended that the Board approve the purchase of one new school bus as per bid item #8A through the Middlesex Regional Educational Services Commission Cooperative Bid opened 10/14/2015 from Hoover Bus Company at a cost of \$88,671.25, 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 2015-2016 budget.

D. Submission of Safety Grant Application

It is recommended that the Branchburg Township Board of Education hereby approve the submission of a grant application for the 2016 Safety Grant Program through the New Jersey School Boards Association Insurance Group’s ERIC North Subfund for the purposes described in the application in the amount of \$5,854.00 for the period July 1, 2016 to June 30, 2017.

E. Approval of Architect

It is recommended that the Board approve LAN Associates to Provide Architecture and Planning Services for the paving project at Stony Brook School, 136 Cedar Grove Road, Branchburg, New Jersey at a cost not to exceed \$37,250.00, to be paid through Purchase Order, Account #12-000-400-450-05-612, and sufficient funds are available in the 2016-2017 budget.

XII. PUBLIC COMMENT

There was no public comment.

XIII. BOARD LIAISON REPORTS

Mrs. Palmieri discussed the following:

- The next PTO general meeting will be held on April 12, 2016 where they will announce the Executive Board positions open for the 2016-2017 school year;
- The children's rummage sale will be held on April 30, 2016 from 9:00 a.m. to 3:00 p.m. at Branchburg Central Middle School;
- There will be a clothing drive at Branchburg Central Middle School on May 1, 2016; and
- The status of the Whoo's Reading Learn2Earn fundraiser.

Mr. Cutler spoke about the Somerset County Educational Services Commission orientation meeting he attended.

Mr. Ambrus spoke about the New Jersey School Boards Association Somerset/Hunterdon County joint workshop he will be attending on April 13, 2016 featuring a discussion on effectively communicating with legislators.

XIV. BOARD FORUM

Mrs. Phelps spoke about the Peter Pan play given by the Stony Brook School 5th grade students.

Mrs. Palmieri spoke about the professional development workshop she attended at Branchburg Central Middle School.

Mrs. Joyce spoke about the following:

- Meghan Rose Bradley fundraiser; and
- The professional development workshop she attended at Branchburg Central Middle School.

Mr. Ambrus spoke about the DARE graduation program.

XV. EXECUTIVE SESSION

There was no Executive Session meeting.

XVI. ADJOURNMENT

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

Respectfully Submitted,



Theresa Linskey
Board Secretary/Business Administrator