

Branchburg Township School District

REGULAR MEETING MINUTES

December 15, 2016

Executive Session – 6:30 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 6:56 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, Kristen Fabriczi, Theresa Joyce, Carmela Noto, Cathy Palmieri and Keerti Purohit (arrived 7:20 p.m.).

The following members were absent: Jack Dempsey 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. Palmieri, seconded by Mr. Cutler, and carried unanimously, the Board agreed to convene at 6:56 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 7:49 p.m.

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to reconvene to public session at 8:03 p.m. with 5 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 introduced Lisa Giranda and Darnell Scott of The Jointure, who did a presentation about the programs and services available to the Branchburg Community at Old York School, now known as The Creative Campus.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

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

On call of the vote, Items VIII.A. through VIII.D. were unanimously approved by Roll Call with Mrs. Fabriczi abstaining on Item VIII.A.

Motion by Mr. Cutler, seconded by Mrs. Fabriczi that Item VIII.E., be moved upon the recommendation of the Superintendent.

On call of the vote, Item VIII.E. was unanimously approved by Roll Call with Mrs. Joyce abstaining on Item VIII.E.

Mr. Ambrus spoke about the following items:

- Board Goals;
- The Branchburg Township Board of Education taking New Jersey School Boards courses with the Somerville Board of Education; and
- Pay For It processing fee.

Mrs. Palmieri said at the Community Relations Committee meeting, the 2017/2018 school year calendar was discussed.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of November 16, 2016.

B. Approval of Memorandum of Understanding with The Jointure

It is recommended that the Board approve the Memorandum of Understanding with The Jointure to provide before and after care services at Whiton Elementary School and Stony Brook School effective September 1, 2017 through June 30, 2018.

C. Approval of Memorandum of Understanding with Somerset Valley YMCA

It is recommended that the Board approve the Memorandum of Understanding with Somerset Valley YMCA to provide an after school program for children at Branchburg Central Middle School effective September 1, 2017 through June 30, 2018.

D. Acceptance of Grant Funds					
Grantor	Grant Name	Requester	Location	Check #	Amount
Branchburg Education Foundation	Distance Learning: Mummy Makers	Anne Manfreda	BCMS	1195	\$675.00

E. Ratification of Agreement between the Branchburg Board of Education and Branchburg Township Education Association

It is recommended that the Board ratify the Agreement between the Board of Education of the Township of Branchburg and the Branchburg Township Education Association covering Teachers, Secretaries, Bus Drivers, Custodians, Clerks, Library/Media Assistants, and Instructional Aides effective July 1, 2016 through June 30, 2019.

IX. POLICY

There were no policy items.

Mrs. Joyce spoke about the policy vendor meeting regarding district policy management.

X. EDUCATION

Motion by Mrs. Noto, seconded by Mrs. Purohit 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.

Mrs. Palmieri said the Education Committee met on December 14, 2016 and discussed the following items:

- Tina Neely, Director of Student Services, gave an update on Special Education; and
- Grade level projections for the 2017/2018 school year.

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.

Conferences/Workshops	Employee/Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking/Mileage	Total
2017 National Principals Conference Philadelphia, PA	Kristen Kries 20-270-200-500-02-649	7/9/17 through 7/11/17	\$495.00	\$438.0 0	\$172.5 0	\$184.30	\$1,289.80
2017 National Principals Conference Philadelphia, PA	Danielle Shober 20-270-200-500-02-649	7/9/17 through 7/11/17	\$495.00	\$438.0 0	\$172.5 0	\$184.30	\$1,289.80
TECHSPO Atlantic City, NJ	Frank Altmire 20-270-200-500-02-649	1/26/17 through 1/27/17	\$425.00	\$99.00	\$76.50	\$66.42	\$666.92
TECHSPO Atlantic City, NJ	Margaret Emmons 20-270-200-500-02-649	1/26/17 through 1/27/17	\$425.00	\$97.00	\$76.50	\$86.00	\$684.50
TECHSPO Atlantic City, NJ	Jocelyn Muzychko 20-270-200-500-02-649	1/26/17 through 1/27/17	\$425.00	\$97.00	\$76.50	\$59.89	\$658.39
TECHSPO Atlantic City, NJ	Eric Schafer 11-000-252-580-09-145	1/26/17 through 1/27/17	\$425.00	\$99.00	\$76.50	\$72.62	\$673.12
Motivation, Mindset, and Grit Somerset, NJ	Matthew Barbosa 11-000-240-580-02-000	2/14/17	\$245.00	N/A	N/A	\$30.00	\$275.00
Motivation, Mindset, and Grit Somerset, NJ	Justin Rogoff 11-000-223-580-04-144	2/14/17	\$245.00	N/A	N/A	\$30.00	\$275.00
Motivation, Mindset, and Grit Somerset, NJ	Andrew Uporsky 11-000-223-580-04-144	2/14/17	\$245.00	N/A	\$10.00	\$10.00	\$265.00
Mindfulness and Education Symposium Rider University, NJ	Janice Apsley 11-000-223-580-08-144	2/3/17	\$20.00	N/A	N/A	N/A	\$20.00
Mindfulness and Education Symposium Rider University, NJ	Christy Bitner 11-000-223-580-08-144	2/3/17	\$20.00	N/A	N/A	N/A	\$20.00
Lead the Charge be the Change Woodbridge, NJ	Mary Caputo 11-000-219-580-03-001	3/25/17	\$199.00	N/A	N/A	N/A	\$199.00
Guided Math Newark, NJ	Catherine Rello 20-270-200-500-02-649	1/30/17	\$245.00	N/A	N/A	N/A	\$245.00

B. Approval of 2016-2017 Field Trips

Pursuant to statute N.J.S.A. 6A:23A-5.8(c1) and in accordance with Board Policy #2340 - Field Trips, it is recommended that the Board approve the following 2016-2017 Field Trips for BCMS students, as noted, the full cost of the trip will be covered by parent fees (transportation, entry fees, and any nurse or other staff member being paid for the trip).

Trip	Grade
Shoprite, Branchburg, NJ	6th-8th
Bridge at Baird Rd. & Readington Rd.	8th

XI. HUMAN RESOURCES

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

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

Mrs. Palmieri said the Human Resources Committee met on December 14, 2016 and discussed the following items:

- Review of agenda items; and
- Catherin Gumpert's retirement.

Ms. Gensel spoke about Item XI.C. on the agenda.

A. Substitute Teacher					
Name	Position	Salary	Location	Effective Date	End Date
Emily Williams	Substitute Teacher	\$95.00 per diem	Stony Brook	12/19/16 Application subject to delivery of requested documents	12/22/16

B. Stipend Positions					
Name	Position	Salary	Location	Effective Date	End Date
Toni Burke	Assistant Drama Coach	\$1,051.00	Stony Brook	9/1/16	6/30/17
Heather Mastroserio	Drama Coach	\$1,681.00	Stony Brook	9/1/16	6/30/17

C. Approval of Vendors			
Vendor/Account Numbers	Dates of Services	Cost	Discussion
Leah McMorrow 11-000-219-320-03-181 11-000-216-320-03-456	12/1/16 through 6/20/17	\$388.00 per evaluation not to exceed \$1,940.00	Educational Evaluations on five students in District
Trevor Bryan 11-000-223-320-02-225	12/1/16 through 6/20/17	\$150.00 per workshop not to exceed \$450.00	Three webinars on integrating the arts into content curriculum
Tequipment Incorporated 11-000-223-320-02-225	2/17/17	Not to exceed \$1,650.00	Professional Development Workshops District in Service Day
IDE Corporation 11-000-223-320-02-225	2/17/17	Three consultants at \$1,770.00 each not to exceed \$5,310.00	Professional Development Workshops District in Service Day

D. Personnel						
Name	Position	Step/Level	Salary	Effective Date	End Date	Discussion
Donna Eckel	Payroll Clerk / Transportation Clerk	N/A	\$48,500.00	12/19/16	6/30/17	.5 BOE Office .5 Transportation Department
Toni Gooding	District Webmaster	N/A	\$30,160.00	1/1/17	6/30/17	Placed on contract
Cathy Gumpert	Transportation	N/A	N/A	1/20/17	N/A	Resignation
Emily Williams	Special Education Teacher	1/150	TBD Application subject to delivery of requested documents	1/3/17	6/30/17	Replacing Jennifer Lelah-Koehler

E. Extra Duty Pay						
Name/Account	Name of Action	Position	Salary	Location	Effective Date	Discussion
Kelly Boyle 11-000-223-104-02-210	Parent Night Presenter	Teacher	\$41.00 per hour not to exceed 1 hour	Whiton	1/18/17	Reading Goals
Marie Cinque 11-000-223-104-02-210	Parent Night Presenter	Teacher	\$41.00 per hour not to exceed 1 hour	BCMS	2/1/17	Content Area Literacy
Lauren Knoke 11-000-223-104-02-210	Parent Night Presenter	Teacher	\$41.00 per hour not to exceed 1 hour	Stony Brook	2/1/17	Reading Goals
Kate Mileto 11-000-223-104-02-210	Parent Night Presenter	Teacher	\$41.00 per hour not to exceed 1 hour	Whiton	1/24/17	Parent Technology Presentation
Jocelyn Muzychko 11-000-223-104-02-210	Parent Night Presenter	Teacher	\$41.00 per hour not to exceed 1 hour	Whiton	1/24/17	Parent Technology Presentation
Erica Patente 11-000-223-104-02-210	Parent Night Presenter	Teacher	\$41.00 per hour not to exceed 1 hour	Whiton	1/24/17	Parent Technology Presentation

F. Approval of RTI Coordinator			
Name	School	Stipend	Discussion
Kelly Boyle	Whiton Elementary School	\$41.00 per hour not to exceed \$5,500.00	Title 1A Tutoring Program

G. Revision of Level/Salary					
Name	Position	From: Level/Salary	To: Level /Salary	Date	Discussion
Nancy Padula	LDT-C	*182/\$74,320.00	*212/\$76,470.00	9/1/16-6/30/17	Correction based on documentation of credits

*Stipend of \$2,313.00 not included

12/15/2016

XII. BUSINESS

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

On call of the vote, Items XII.A. through XII.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 November 17, 2016 through December 15, 2016, totaling \$2,019,170.83, and ratify the Payroll for the period November 17, 2016 through December 15, 2016, totaling \$1,804,664.79.

B. Acceptance of 2015-2016 Audit and Auditors' Management Report

It is recommended that the Board accept the Comprehensive Annual Financial Report and the Auditors' Management Report for the fiscal year ended June 30, 2016.

C. Approval to Pay Bills

In accordance with N.J.S.A. 18A:19-4.1, the Board of Education approves Theresa Linskey, School Business Administrator to issue payment of bills for December 16, 2016 through December 22, 2016 prior to the next regularly scheduled meeting of January 5, 2017 and with the approval and consent of the Superintendent of Schools, and then present said bills to the Board at the January 5, 2017 meeting for ratification.

D. Amendment of Fiscal Year 2016 No Child Left Behind (N.C.L.B.) Grant Funds

It is recommended that the Board amend its June 11, 2015 acceptance of Fiscal Year 2016 N.C.L.B. Grant Funds to include Fiscal Year 2015 N.C.L.B. Title I Carryover Funds of \$2,931.00 for a total of Fiscal Year 2016 Title I Funds of \$66,791.00, and N.C.L.B. Title IIA Carryover funds of \$11,579.00 for a total Fiscal Year 2016 Title IIA funds of \$45,296.00, and Fiscal Year 2016 N.C.L.B. Title III Immigrant Carryover Funds of \$519.00.

E. Approval of Resolution Authorizing Contracts with Approved State Contract Vendors

It is recommended that the Board approve the Resolution Authorizing Contracts with Approved State Contract Vendors for Boards of Education pursuant to N.J.S.A. 18A:18A-10a.

XIII. PUBLIC COMMENT

There was no public comment.

XIV. BOARD LIAISON REPORTS

Mrs. Noto said the following items were discussed at the Somerville Board of Education meeting:

- Dr. Timothy Purnell will be retiring effective July 1, 2017;
- Dr. Purnell addressed an article written about warranty issues on the turf fields; and
- Dr. Purnell shared information he received at the November National Association of School Superintendents Conference.

Mrs. Noto discussed the following Somerville High School November highlights:

- The Somerville High School 2nd Annual Haunted High School which took place on October 27, 2016;
- Congratulations to Somerville High School Peer Mentor, Noah Horowitz, for receiving the Angels Among Us award;
- Congratulations to Melody Van Ness and Jazley Szierer for signing a National Letter of Intent on November 9, 2016. Melody Van Ness will be attending the University of Maryland Baltimore County for basketball, and Jazley Szierer will be attending Southeastern University for softball; and
- The Robotics Team participated in the November 12, 2016 competition at North Brunswick High School.

Mrs. Noto discussed the following Somerville High School December highlights:

- Somerville High School 8th grade open house which was held on December 5, 2016; and
- The Somerville High School marching band and color guard performed for the Somerville Middle School students and staff on November 28, 2016.

Mr. Chelel said the Somerset County Educational Services Commission met and discussed the continued school bus driver issues.

XV. BOARD FORUM

Mr. Ambrus wished everyone a happy holiday.

Mr. Ambrus stated that the Board of Education's reorganization meeting will be held on January 5, 2017.

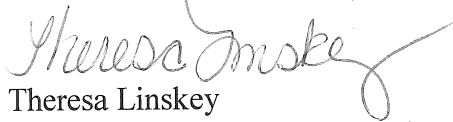
XVI. EXECUTIVE SESSION

There was no second Executive Session.

XVII. ADJOURNMENT

On a motion by Mrs. Noto, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to adjourn at 9:27 p.m.

Respectfully Submitted,



Theresa Linskey
School Business Administrator/Board Secretary