

*Branchburg Township School District*

**REGULAR MEETING MINUTES**

July 11, 2015

**Executive Session – 9:00 a.m.**

**Public Meeting – 10:00 a.m.**

Branchburg Central Middle School  
Media Center

**I. CALL TO ORDER**

The meeting was called to order at 9:13 a.m. by Board President, David Rehe 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, Theresa Joyce, Cathy Palmieri, David Rehe, and Patricia Santos.

The following members were absent: Jack Dempsey, Carmela Noto, Olga Phelps, 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.** The assembly saluted the flag.

**III.** Statement of Adequate Notice

**IV.** The Secretary called the roll.

**V. CALL TO EXECUTIVE SESSION**

On a motion by Mr. Ambrus, seconded by Mrs. Joyce, and carried unanimously, the Board agreed to convene at 9:14 a.m. to executive session to discuss personnel, H.I.B., and legal issues.

On a motion by Mr. Ambrus, seconded by Mrs. Joyce, and carried unanimously, the Board reconvened to public session at 12:08 p.m. with no members of the public.

**VI. SUPERINTENDENT'S REPORT**

Ms. Gensel discussed district issues for the upcoming school year.

**VII. PUBLIC COMMENT**

There was no public comment.

## VIII. GOVERNANCE

Motion by Mrs. Santos, 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.

There was no Governance Committee report.

### A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Regular Meeting and Executive Session of June 11, 2015, the Minutes of the Special Meeting and Executive Session of June 16, 2015, and the Minutes of the Special Meeting and Executive Session of June 23, 2015.

### B. Approval of Contract for Auditor

It is recommended that the Board approve a contract (Reference VIII.B.) with the firm of Nisivoccia LLP for the 2015-2016 school year to perform an audit of the 2014-2015 financial operations of the District at a fee of \$36,500.00 to be paid from Account #11-000-230-332, and sufficient funds are available in the 2015-2016 budget.

### C. Approval of Architect/Engineering Services for the Stony Brook School Entrance Renovation Project

It is recommended that the Board approve LAN Associates, for a total cost not to exceed \$7,200.00, for the Construction Administration Services of the Stony Brook School Entrance Renovation project, to be paid by purchase order through Account #11-000-230-339-01-001, and sufficient funds are available in the 2015-2016 budget.

### D. Revision of Resolution

It is recommended that the Board approve a revision to Item VIII.F. on the June 11, 2015 agenda, to reflect a change from Superintendent's Submission of the 2015-2016 School Year Goals to *Superintendent's Submission of the 2014-2015 School Year Goals*.

## IX. EDUCATION

Motion by Mrs. Santos, seconded by Mr. Ambrus 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.

There was no Education Committee report.

**A. Approval of Submission of FY 2016 I.D.E.A. Grant Application**

It is recommended that the Board approve the submission of the FY 2016 Individuals with Disabilities Education Act (I.D.E.A.) Grant Application to the New Jersey Department of Education in the following amounts and to accept funds when it has been reviewed and approved.

Basic	\$395,157.00
Preschool	\$ <u>20,259.00</u>
Total	\$415,416.00

**X. HUMAN RESOURCES**

Motion by Mr. Ambrus, seconded by Mrs. Palmieri 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.

There was no Human Resources Committee report.

**A. Approval of Acting Principal of Whiton Elementary School**

It is recommended that the Board approve Danielle Shober as Acting Principal of Whiton Elementary School, for the period of July 1, 2015 through September 30, 2015, with an additional stipend of \$1,500.00 per month retroactive to July 1, 2015.

**B. Approval of Perfect Attendance Incentive Payment**

It is recommended that the Board approve a \$250.00 Perfect Attendance Incentive payment in accordance with provisions of the B.O.E./B.T.E.A. Agreement, Section 4-Bus Drivers, Article V.A., Attendance Incentive.

David Harris  
Jayne Vanderhoof

**XI. BUSINESS**

Motion by Mr. Ambrus, seconded by Mrs. Santos 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.

There was no Business Committee report.

**A. Bill List**

It is recommended that the Board approve the List of Bills for the period June 12, 2015 through June 29, 2015, totaling \$1,232,218.59, and ratify the Payroll for the period June 10, 2015 through June 30, 2015, totaling \$1,849,693.56.

It is recommended that the Board approve the List of Bills for the period of June 30, 2015, totaling \$265,615.59, and ratify the Payroll for the period of June 30, 2015, totaling \$104,805.51.

**B. Secretary's Report**

The Report of the Secretary for May 2015 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 May 2015 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 2014-2015 fiscal year.

**C. Treasurer's Report**

It is recommended that the Treasurer's Report for the month of May 2015 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 May 2015.

**E. Monthly Transfer Report**

It is recommended that the Board approve the May 2015 Monthly Transfer Report.

**F. Approval of Participation in New Jersey School Boards Association Insurance Group**

It is recommended that the Board approve the resolutions (Reference IX.F.) for participation in the New Jersey School Boards Association Insurance Group Educational Risk Insurance Consortium-North effective July 1, 2015 through June 30, 2018 which is in compliance with N.J.S.A. 18A:18A-42.

**G. Approval of Contract with Labor Relations Firm**

It is recommended that the Board approve a contract between the Branchburg Township Board of Education and the firm of Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC (Board Reference X.G) to provide professional services in the area of labor relations/negotiations for the period July 1, 2015 through June 30, 2016, as defined in the terms and conditions of the agreement for an hourly rate of \$160.00, to be paid from Account #11-000-230-339-01-279, and sufficient funds are available in the 2015-2016 budget.

**XII. PUBLIC COMMENT**

There was no public comment.

**XIII. BOARD FORUM**

**XIV. BOARD LIAISON REPORTS**

**XV. EXECUTIVE SESSION**

**XVI. ADJOURNMENT**

On a motion by Mr. Ambrus, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to adjourn at 12:25 p.m.

Respectfully Submitted,



Theresa Linskey  
Board Secretary/Business Administrator