

*Branchburg Township School District*  
**REGULAR MEETING MINUTES**  
March 2, 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 7:50 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.

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 Mrs. Fabriczi, and carried unanimously, the Board agreed to convene at 7:50 p.m. to discuss personnel, H.I.B., and legal issues.

On a motion by Mr. Cutler, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to adjourn executive session at 8:20 p.m.

On a motion by Mr. Cutler, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to reconvene to public session at 8:25 p.m. with 3 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 did a presentation on the following district events:

- Two groups of Branchburg students competed in the National History Day project at Monmouth University where one student, Rachel Kaniuk, won first place for her presentation on “The White Rose: The Power of Passive Resistance”. Rachel will now compete at the State level;
- Branchburg student, Derek Yuan, qualified as a State Finalist in the National Geography Bee;
- Two groups of Branchburg students will be competing in the “Odyssey of the Mind” competition at the Pennington School on March 11, 2017;

- Ms. Gensel showed a video created by three Branchburg students, Katie Updegrove, Collin Smith and Jake Gorski. The students have qualified to be National Finalists in the “Spellebrity” video contest which is connected to the National Spelling Bee; and
- Ms. Gensel showed a video about the peer leadership and buddy programs which will be presented at the Association for Middle Level Education (AMLE) Conference by Branchburg Central Middle School teacher, Beth Urbanski.

**VII. PUBLIC COMMENT**

There was no public comment.

**VIII. GOVERNANCE**

Motion by Mrs. Purohit, seconded by Mrs. Noto that Items VIII.A. through VIII.C. be moved upon the recommendation of the Superintendent.

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

There was no Governance Committee Report.

Mrs. Palmieri said the Community Relations Committee met on March 2, 2017 and discussed the following upcoming event:

- A Parent Night will be held on April 19, 2017 where the presenter, George Scott, will be doing a presentation on “Raising Healthy and Resilient Children”.

**A. Approval of Minutes**

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of February 2, 2017 and the Minutes of the Executive Session and Regular Meeting of February 16, 2017.

<b>B. Acceptance of Grant Funds</b>					
<b>Grantor</b>	<b>Grant Name</b>	<b>Requester</b>	<b>Location</b>	<b>Check #</b>	<b>Amount</b>
Branchburg Education Foundation	Floor Design Mosaics	Suzanne Updegrove	BCMS	1201	\$64.00
Branchburg Education Foundation	Motivational Media Assembly “Born to Shine”	Dawn Eelman	WES/SBS	1202	\$1,300.00
Branchburg Education Foundation	Author/Artist Visit –Douglas Florian	Sarah Debraski	SBS	1203	\$1,500.00

**C. Approval of 2017 - 2018 School District Calendar**

It is recommended that the Board approve the 2017 - 2018 School District Calendar, which is attached as Reference VIII.C.

## IX. POLICY

There was no Policy Committee report.

## X. EDUCATION

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

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

Mrs. Purohit said the Education Committee met on February 23, 2017 and discussed the following items:

- Summer curriculum writing;
- Social Studies textbooks;
- Science teachers will be working with a Professor from Raritan Valley Community College;
- Several staff members attended the TechSpo Conference; and
- The next Education Committee meeting will be held on March 30, 2017.

### 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
Matching Interventions to Reasons for Reading Difficulties Garwood, NJ	Amy Garner 11-000-219-580-03-001	3/24/17	\$195.00	N/A	N/A	N/A	\$195.00
Matching Interventions to Reasons for Reading Difficulties Garwood, NJ	Heather Lilly 11-000-219-580-03-001	3/24/17	\$220.00	N/A	N/A	\$11.10	\$231.10
New Jersey Association of School Business Officials Annual Conference Atlantic City, NJ	Theresa Linskey 11-000-251-580-01-585	6/7/17 through 6/9/17	\$275.00	\$210.00	\$160.00	\$94.63	\$739.63
New Jersey Association of School Business Officials Annual Conference Atlantic City, NJ	Carly Trocchia 11-000-251-580-01-585	6/7/17 through 6/9/17	\$275.00	\$210.00	\$160.00	\$70.82	\$715.82
National Association for Music Educators Atlantic City, NJ	Johnathan Birkhead 11-000-223-580-04-144	4/7/17 through 4/8/17	\$180.00	\$99.00	\$96.00	\$58.28	\$433.28
A Closer Look at the 100+ Best Books for Children Somerset, NJ	Pauline Carl 11-000-223-580-08-144	5/10/17	\$209.00	N/A	N/A	N/A	\$209.00
Foreign Language Educators of New Jersey Spring Conference Iselin, NJ	Teresa DoVale 11-000-223-580-04-144	3/31/17	\$150.00	N/A	N/A	N/A	\$150.00
2 <sup>nd</sup> Annual Women's Leadership Conference Monroe Township, NJ	Danielle DuFermont 20-270-200-500-02-649	3/30/17	\$325.00	N/A	N/A	\$19.47	\$344.47
Legal One Special Education Law Hot Topics Monroe, NJ	Tina Neely 11-000-219-580-03-144	4/6/17	\$150.00	N/A	N/A	N/A	\$150.00
Mindful Awareness Practices for Teaching to Middle and High School Students Lodi, NJ	Suzanne Updegrove 11-000-223-580-04-144	5/30/17	\$129.00	N/A	N/A	\$3.74	\$132.74
2017 School Counselor Conference Kean University, NJ	Elizabeth Urbanski 11-000-223-580-04-144	3/31/17	\$40.00	N/A	N/A	N/A	\$40.00

B. 2017 BCMS Field Trips			
Trip	Teachers	Date	Discussion
Pinot's Palette Somerville, NJ	Kristen Cardona	3/21/17	This trip is to explore the love of the arts by connecting the current curriculum goals. (Enrichment Day)
Kissimmee River Pottery Flemington, NJ	Amy Finkenaur	3/21/17	This trip supports fine arts curriculum with experience of using a pottery wheel. (Enrichment Day)
Washington Valley Park Martinsville, NJ	Kenneth Forsyth	3/21/17	Enrich the student's opportunities through exploration of adaptation and natural selection in the wild. (Enrichment Day)
Lewis Brown Athletic Center Piscataway, NJ	Devra Hobbs	3/21/17	Rutgers University Health and Wellness. (Enrichment Day)

### C. Approval of Settlement Agreement

BE IT RESOLVED, that the Board of Education approves a settlement in the matter of S.M. and T.M. o/b/o J.M. v. Branchburg Township Board of Education, OAL Docket No. EDS 01173-16 in the amount of \$11,944.42 for attorney fees and \$839.16 for transportation reimbursement.

## XI. HUMAN RESOURCES

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

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

Mrs. Palmieri wished Kathy Gorski the best on her retirement.

<b>A. Approval of Title IA After School Tutor</b>					
Name	Account #	School	Dates	Position	Stipend
Jocelyn Muzychko	20-231-100-101-02-648	Stony Brook Elementary School	3/3/17-6/30/17	Teacher	\$41.00 per hour not to exceed \$984.00

<b>B. Retirement</b>			
Name	Position	Effective Date	Discussion
Katherine Gorski	Branchburg Central Middle School Guidance Counselor	6/30/17	Retirement

<b>C. Approval of Vendors</b>				
Vendor	Account #	Date of Service	Cost	Discussion
George Scott Center for Counseling Services, LLC West Trenton, NJ	11-424-100-300-01-013	4/19/17	\$500.00	Evening Presentation for Parents and Community Raising Healthy and Resilient Children
Alexander Road Associates Princeton, NJ	11-000-219-320-03-181	TBD	\$595.00	Evaluate a Student

<b>D. Substitute Teacher and Substitute Aide</b>					
Name	Position	Salary	Location	Effective Date	End Date
Caitlyn Riga	Substitute Teacher/ Substitute Instructional Aide	\$95.00/\$83.33 Per Diem	District	3/6/17	6/30/17

<b>E. Approval of Stony Brook Staff Transfer</b>			
Name	From	To	Dates
Rocco Fornaro	Basic Skills Instructional Support	5 <sup>th</sup> Grade Teacher	2/8/17 - 6/30/17

<b>F. Personnel</b>			
Name	Position	Date	Discussion
Mary Caputo	BCMS School Nurse	3/6/17 through 3/8/17	Unpaid Leave

## XII. BUSINESS

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

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

Mr. Cutler went over the items on the agenda.

### A. Bill List

It is recommended that the Board approve the List of Bills for the period February 15, 2017 through February 16, 2017, totaling \$369,235.97, and for the period February 17, 2017 through March 2, 2017, totaling \$323,954.67, and ratify the Payroll for the period February 15, 2017 through February 16, 2017, totaling \$893,754.61 and for the period February 17, 2017 through March 2, 2017, totaling \$891,930.42.

**B. Bid Awards - Middlesex Regional Educational Services Commission Cooperative Bidding**

It is recommended that the following bid awards be made as party to the Middlesex Regional Educational Services Commission Cooperative Bidding Services:

1. Shredding and Disposal of Records
2. Automotive Fluids and Lubricants
3. Custodial Supplies Bid
4. Lawn Care Products & Services
5. Maintenance Repair and Operations
6. Classroom Supplies Bid
7. HVAC Services Bid
8. Athletic Equipment & Supplies
9. Carpet & Flooring
10. Technology Supplies and Services
11. Furniture

**C. Approval of 2017-2018 Somerville High School Tuition Rate**

It is recommended that the Board approve an estimated Somerville High School tuition rate of \$13,889 per pupil for the 2017-2018 school year.

**D. Approval of Nonpublic Security Program Purchase**

It is recommended that the Board approve the following nonpublic security program purchase:

**Kangaroo Kids**

Alpha Fire Alarm Systems LLC:

Quantity: 1

Item: 16HDTV1 DVR

Quantity: 1

Item: 2TB Hard Drive \$750.00

Shipping & Handling: \$ 0.00

SCESC Admin. Fee (Up to 6%) \$ 45.00

Funded: \$750.00; Expending: \$795.00

**E. Approval of Agreement Covering Continuing Disclosure Agent Services**

It is recommended that the Board approve an Agreement between Phoenix Advisors, LLC and the Branchburg Township Board of Education to continue to act as Continuing Disclosure Agent and Independent Registered Municipal Advisor for fiscal year 2017-2018 at a fee of \$850 to be paid from Account #11-000-230-339-01-001, and sufficient funds are available in the 2016-2017 budget.

**F. Approval to Participate in the National Cooperative Purchasing Alliance (NCPA)**

It is recommended that the Branchburg Township School District participate in the National Cooperative Purchasing Alliance (NCPA).

**G. Approval of Lead Water Testing for the Branchburg Township Schools**

It is recommended that the Board approve the Omega Environmental Services, Inc. to do the lead water testing as required by the Department of Education regulations for a total cost of \$3,917.00, through Accounts #11-000-261-420-04-411, 11-000-261-420-05-411, 11-000-261-420-06-411, 11-000-261-420-08-411 and sufficient funds are available in the 2016-2017 budget.

**H. Approval of Installation of the Sound System for BCMS Main Gym**

It is recommended that the Board approve Avectus LLC, to install the sound system and equipment at Branchburg Central Middle School Main Gym, for total cost not to exceed \$22,000.00, to be paid through Account #12-000-400-450-04-612, and sufficient funds are available in the 2016-2017 budget.

**XIII. PUBLIC COMMENT**

There was no public comment.

**XIV. BOARD LIAISON REPORTS**

Mrs. Noto discussed the Somerville Board of Education Superintendent Search.

Mrs. Purohit discussed the following items:

- Pocketbook Bingo is scheduled for April 28, 2017 at 7:00 p.m. at Raritan Valley Community College; and
- The Branchburg Education Foundation is accepting donations for their tricky tray.

**XV. BOARD FORUM**

The next Board of Education meeting has been changed from Thursday, March 16, 2017 to Tuesday, March 14, 2017.

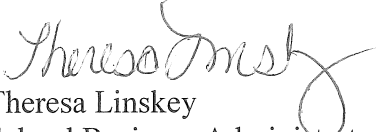
**XVI. EXECUTIVE SESSION**

There was no second Executive Session.

**XVII. ADJOURNMENT**

On a motion by Mrs. Palmieri, seconded by Mr. Cutler, and carried unanimously, the Board agreed to adjourn at 9:04 p.m.

Respectfully Submitted,

  
Theresa Linskey  
School Business Administrator/Board Secretary