

Branchburg Township School District
REGULAR ACTION MEETING

July 19, 2018

Board of Education
Conference Room

Executive Session – 7:00 p.m.

Public Meeting – 8:00 p.m.

MISSION STATEMENT

The mission of the Branchburg Township School District and Community is to inspire our children to learn, think, grow, and excel in life.

VISION STATEMENT

“Excellence in Education”

I. CALL TO ORDER

II. ROLL CALL

III. EXECUTIVE SESSION

WHEREAS the “Open Public Meetings Act.” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting during which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions, and

WHEREAS the matters about to be presented for discussion clearly meet the “circumstances” test of such Act:

BE IT RESOLVED that the Board of Education of Branchburg now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Legal Issues.

And, be it further,

RESOLVED that the discussion in Executive Session be disclosed when the Board’s consideration of the subject matter has been closed, or when such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

IV. PLEDGE OF ALLEGIANCE

V. STATEMENT OF ADEQUATE NOTICE AND WELCOME

Welcome to a meeting of the Board of Education of Branchburg. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act: (Chapter 231 Laws of 1975), and that advance notice required therein has been provided. This is a meeting of the Board of Education of Branchburg at which formal action may be taken. The public will have an opportunity to be heard as shown on the Agenda.

VI. SUPERINTENDENT'S REPORT

Recognition of Student Artists

- Sean Fogarty - Collagraphic Print - grade 1 - WES
- Ceanan Zlatkov - Cherry Blossoms - grade 4 - SBS
- Brooke Meyers – Seahorse - grade 6 – BCMS
- Leah Johnson – Easel - grade 7 - BCMS

VII. PUBLIC COMMENT – Agenda Items Only

Public comments are welcome at this time on any agenda item. Towards the end of the meeting there is a second public forum on any topic. Please state your name and address. Comments are limited to three minutes, but an individual may speak a second time after all others who wish to speak on the topic have been heard. Please understand that our public forums are not structured as question and answer sessions, but offered as opportunities to share your thoughts with the Board. In instances where the Board feels that there is a misunderstanding or inaccuracy, the Board President or Superintendent may address the comment. In accordance with New Jersey Statute, the Board will not discuss matters regarding specific personnel. Public questions and comments will be limited to 30 minutes. Thank you for your input.

VIII. GOVERNANCE

- **Report** – Terri Joyce

(ACTION) It is recommended that Items VIII.A. through VIII.B. be moved upon the recommendation of the Superintendent.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of June 14, 2018, and the Minutes of the Executive Session and Regular/Board Retreat Meeting of June 23, 2018.

B. Approval of Harassment, Intimidation, and Bullying Reports			
Building	Incident #	Date	Discussion
BCMS	051518019	5/15/18	BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident did not meet the criteria of H.I.B. as defined in N.J.18A:37-14.
BCMS	052418020	5/7/18	BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident met the criteria of H.I.B. as defined in N.J.18A:37-14
BCMS	053118021	5/16/18	BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident did not meet the criteria of H.I.B. as defined in N.J.18A:37-14

(ROLL CALL - ITEMS VIII.A. through VIII.B.)

IX. POLICY AND REGULATIONS

- **Report** – Ellwood Cutler

X. EDUCATION

- **Report** – Cathy Palmieri

(ACTION) It is recommended that Items X.A. through X.K. be moved upon the recommendation of the Superintendent.

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
NJ School Boards Association, 2018 Annual Workshop Atlantic City, NJ	Theresa Linskey 11-000-251-580-01-585	10/22/18 through 10/25/18	\$300.00	\$339.00	\$224.00	\$112.89	\$975.89
NJ School Boards Association, 2018 Annual Workshop Atlantic City, NJ	Rebecca Gensel 11-000-230-580-01-303	10/22/18 through 10/25/18	\$300.00	\$339.00	\$224.00	\$100.00	\$963.00
NJ School Boards Association, 2018 Annual Workshop Atlantic City, NJ	Terri Joyce 11-000-230-585-01-300	10/22/18 through 10/25/18	\$300.00	N/A	\$224.00	\$129.61	\$653.61
Annual Conference of Middle Level Education Orlando, FL	Matthew Barbosa 11-000-240-580-02-000-020	10/24/18 through 10/26/18	\$499.00	\$450.00	\$180.00	\$560.00 (airfare)	\$1,689.00
Alliance for New Jersey Environmental Education: Imagine a World Outdoors Hillsborough, NJ	Margaret Emmons 11-000-223-580-04-144-020	9/28/18	\$70.00	N/A	N/A	N/A	\$70.00

B. Approval of Acceptance of Out-of-District Placement

Sending District	Student ID #	Tuition	Effective Dates
Dunellen School District, Dunellen, NJ	4523289009	\$36,110.10	9/6/18-6/30/19

C. Approval of Education Services

SID#	Vendor	Account Number	Hourly Rate	Effective Dates	Discussion
3570121259	Professional Education Services, Inc.	11-150-100-320-03-069-020	\$41.00 per hour	6/18/18-6/20/18	10 hours per week of instruction

D. Approval of Out-of-District Placements					
Program/Location	Student ID #	Tuition	Extraordinary Services	Dates	Total
Celebrate the Children, Denville, NJ	4212290701	\$71,500	\$27,000	9/6/18-6/30/19	\$98,500
Hunterdon Preparatory School, Annandale, NJ	7304943099	\$47,124	N/A	9/4/18-6/18/19	\$47,124
Lakeview School, Edison, NJ	2596035985	\$85,437	N/A	9/6/18-6/20/19	\$85,437

E. Approval of Outside Evaluation				
SID#	Evaluator	Account Number	Cost	Discussion
2893220314	Alexander Road Associates	11-000-219-320-03-181	\$595.00 - Maximum Cost	1 Evaluation

F. Approval of Submission of FY 2019 I.D.E.A. Grant Application

It is recommended that the Board approve the submission of the FY 2019 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	\$369,509
Preschool	\$ 20,467
Total	\$389,976

G. Approval to Submit ESEA-No Grant for Fiscal Year 2019

The Branchburg Township Board of Education hereby resolves to approve the submission of the proposed program plan and budget for the FY 2019 ESEA application as follows and to accept funds when it has been reviewed and approved.

Title I-A	\$ 70,906
Title II-A	\$ 34,424
Title IV Part A	\$ 10,000
Total	\$115,330

H. Approval of Bayada Nursing Services for Transportation

It is recommended that the Board approve a contract for Bayada Home Health Care, Inc., for nursing services to students who need medical services on the bus, for the 2018-2019 extended school year and school year, with the hourly rate for an LPN at \$44.50, and the hourly rate for an RN at \$54.50, to be paid by purchase order through the general fund, account #11-000-219-320-03-181-340, and sufficient funds are available in the 2018-2019 budget.

I. Approval of Bayada Nursing Services for Out of District Student

It is recommended that the Board approve a contract for Bayada Home Health Care, Inc., for nursing services for the 2018-2019 school year, student #2596035985 on the bus trip to and from Developmental Learning Center, and throughout the school day, not to exceed 10 hours daily, with the hourly rate for an LPN at \$44.50, and the hourly rate for an RN at \$54.50, to be paid by purchase order through the general fund account #11-000-219-320-03-181-340, and sufficient funds are available in the 2018-2019 budget.

J. Approval of The State of New Jersey Commission for the Blind and Visually Impaired Service

It is recommended the Board approve The State of New Jersey Department of Human Services, Commission for the Blind and Visually Impaired Service contract in the amount of \$1,900.00 per student, as noted, which will be in effect from September 1, 2018 through June 30, 2019, to be paid through the general fund and sufficient funds are available in the 2018-2019 budget.

SID #4212290701

SID #5436371228

SID #2280110307

K. Approval of Extended School Year Student Orientation and Readiness Staff (SOAR)

It is recommended that the Board approve the staff, as noted for the ESY School Year Student Orientation and Readiness Staff (SOAR), for a maximum of four hours each at an hourly rate of \$41.00 in accordance with provisions of the B.O.E./B.T.E.A. which is effective July 1, 2016 through June 30, 2019, to be paid via payroll through the general fund and sufficient funds are available in the 2018-2019 budget.

Name	School	Grade
Dianne Litts	Stony Brook	4th
Melissa Omelia	Stony Brook	4th
Arlyne Bolandi	BCMS	6 th
Laura Petronia	BCMS	6 th
Breanne Pratt	BCMS	6 th
Angel Vorwick	BCMS	6 th

(ROLL CALL - ITEMS X.A. through X.K.)

XI. HUMAN RESOURCES

- **Report – Kristen Fabricizi**

(ACTION) It is recommended that Items XI.A. through XI.F. be moved upon the recommendation of the Superintendent.

A. Approval of District Staff Transfers				
Name	Effective Date	End Date	Location	Discussion
Emily Williams	9/4/18	6/30/19	BCMS	From Stony Brook Elementary School to Central Middle School
Amy Garner	9/4/18	6/30/19	SB	From Whiton Elementary School to Stony Brook School
Jennifer Felix	9/4/18	6/30/19	SB	From 5 th Grade to 4 th Grade
Heather Ziolkowski	9/4/18	6/30/19	SB	From Instructional Support Teacher/Lead Teacher to 5 th Grade
Christy Bitner	9/4/18	6/30/19	WES	From Kindergarten to 2 nd Grade
Kimberly Cole	9/4/18	6/30/19	WES	From 1 st Grade to 2 nd Grade
Chelsea Smith	9/4/18	6/30/19	WES	From 1 st Grade to 3 rd Grade

B. Approval of Resignation			
Name	Position	Location	Date
Mary Caputo	Nurse	BCMS	6/30/18
Kelly Graham	Physical Education Teacher	BCMS	6/30/18

C. Approval of 2018-2019 Personnel							
Name	Account Number	Position	Location	Step/Level	Salary	Dates	Discussion
Laurie Gorman	11-000-240-105-01-336-020	School Clerk	BCMS	Step 1	\$48,828.00	7/23/18-6/30/19	Replacing Jodi Jackson
Brian Gornick	11-130-100-101-01-021-020	Vocal Music Teacher	BCMS	4/212	\$64,561.00	9/1/18-6/30/19	Replacing Amy Langston
Daniel Richter	11-230-100-101-01-072-090	Math Instructional Support Maternity Leave Replacement No Tenure Accrual	WES	1/BA	\$56,815.00 (subject to delivery of documents)	9/1/18-11/14/18	Maternity Leave Replacement for Catie Rello
Michael Roosen	11-402-100-101-01-093-020	Girls' Soccer Coach B	BCMS	N/A	\$2,574.00	9/4/18-11/1/18	Stipend Position
Diana Simon	11-000-221-105-01-219-999	Secretary for the Director of Curriculum	BOE	Step 1	\$59,650.50	7/16/18-6/30/19	Replacing Nicole Gallo

D. Approval of Summer Hours						
Name	Hours	School	Rate	Account Number	Dates	Discussion
Janet Hoffman	10	BCMS	\$58.86	11-000-213-104-01-123-020	7/1/18-8/30/18	Replacing Mary Caputo to review summer physicals forms
Debra Warren	9	BCMS	\$62.38	11-000-213-104-01-123-020	7/1/18-8/30/18	Replacing Mary Caputo to review summer physicals forms

E. Approval of Revision of 2018-2019 Salaries					
Name	School	Position	Step	Salary	Discussion
Lorraine Mastalski	Stony Brook School	Clerk	6	\$51,655.50	From: \$51,665.00 To: \$51,655.50
Marie Miceli	Whiton Elementary	Clerk	6	\$51,655.50	From: \$51,665.00 To: \$51,655.50

F. Approval of Additional Extended School Year Bus Drivers				
Name	Account Numbers	Step	Salary	Discussion
Antonio Cornacchia	11-000-270-160-01-477, 11-000-270-160-01-471 11-000-270-160-01-474, 11-000-270-160-01-470	5	\$29.00	7/1/18-8/30/19
Janet Conlon	11-000-270-160-01-477, 11-000-270-160-01-471 11-000-270-160-01-474, 11-000-270-160-01-470	3	\$28.62	7/1/18-8/30/19
Christine Fawcett	11-000-270-160-01-477, 11-000-270-160-01-471 11-000-270-160-01-474, 11-000-270-160-01-470	4	\$28.81	7/1/18-8/30/19
Juanita Hromoho	11-000-270-160-01-477, 11-000-270-160-01-471 11-000-270-160-01-474, 11-000-270-160-01-470	3	\$28.62	7/1/18-8/30/19
Leonard Palumbo	11-000-270-160-01-477, 11-000-270-160-01-471 11-000-270-160-01-474, 11-000-270-160-01-470	NA	\$18.87	7/1/18-8/30/19

(ROLL CALL – ITEMS XI.A. through XI.F.)

XII. BUSINESS

- **Report – Zoltan Ambrus**

(ACTION) It is recommended that Items XII.A. through XII.E. be moved upon the recommendation of the Superintendent.

A. Bill List

It is recommended that the Board approve the List of Bills for the period June 26, 2018 totaling \$432.35, for the period June 27, 2018 through June 28, 2018 totaling \$3,222,294.34, and for the period June 29, 2018, totaling \$450,600.02, and ratify the Payroll for the period June 22, 2018 through June 29, 2018, totaling \$1,031,953.64.

B. Approval of Land Swap Agreement

It is recommended that the Board approve a Land Swap Agreement between the Branchburg Township Board of Education and the Township of Branchburg Municipality.

C. Approval of Access Agreement

It is recommended that the Board approve an Access Agreement between the Branchburg Township Board of Education and the Township of Branchburg Municipality.

D. 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 July 19, 2018 through August 16, 2018 prior to the next regularly scheduled meeting of August 16, 2018 and with the approval and consent of the Superintendent of Schools, and then present said bills to the Board at the August 16, 2018 meeting for ratification.

E. Approval of Contract for Board Attorney

It is recommended that the Board approve a contract with the firm of David B. Rubin, P.C. to provide legal services to the District for the 2018-2019 school year for a flat monthly fee of \$2,300.00 for services outlined in the contract, plus an hourly rate of \$170.00 for activities related to civil or administration litigation, to be paid from account #11-000-230-331-01-276, and sufficient funds are available in the 2018-2019 budget.

(ROLL CALL - ITEMS XII.A. through XII.E.)

XIII. PUBLIC COMMENT

XIV. BOARD LIAISON REPORTS

- Somerville Liaison/Board Member.....Kristen Fabricizi
- Parent Teachers Organization.....Noah Horowitz
- Somerset County Educational Services Commission.....Ellwood Cutler
- N.J.S.B.A./S.C.S.B.A Representative.....Charlie Tuma
- Branchburg Township Liaison.....Zoltan Ambrus
- Emergency Management Planning Committee.....Terri Joyce
- Branchburg Education Foundation.....Keerti Purohit

XV. BOARD FORUM

XVI. EXECUTIVE SESSION

XVII. ADJOURNMENT