

Branchburg Township School District
REGULAR ACTION MEETING

February 6, 2020

Board of Education Conference Room

Executive Session - 6:30 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

- Will Lawson and Patricia Leoniuk – Ocean Awareness Contest Winners
- Recognition of Zoltan Ambrus for his years of dedicated service on the Board of Education

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 January 16, 2020.

B. Approval of Submission of Application for Special Education Medicaid Initiative Waiver

It is recommended that the Board approve the submission of an application for a waiver to not participate in the Special Education Medicaid Initiative to the County Executive Superintendent of Schools.

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

IX. POLICY AND REGULATIONS

- **Report** – Noah Horowitz

X. EDUCATION

- **Report** – Olga Phelps

(ACTION) It is recommended that Items X.A. through X.F. 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.

Conferences/Workshops	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking /Mileage	Total
Why We Bully – Talking About Race New Brunswick, NJ	Devra Hobbs N/A	3/18/20	N/A	N/A	N/A	N/A	N/A
Why We Bully – Talking About Race New Brunswick, NJ	Jennilyn Nelson N/A	3/18/20	N/A	N/A	N/A	N/A	N/A
Why We Bully – Talking About Race New Brunswick, NJ	Margaret Ryan 11-000-219-580-03-001-999	3/18/20	N/A	N/A	N/A	\$8.61	\$8.61
Why We Bully – Unconscious Bias New Brunswick, NJ	Devra Hobbs N/A	3/25/20	N/A	N/A	N/A	N/A	N/A
Why We Bully – Unconscious Bias New Brunswick, NJ	Jennilyn Nelson N/A	3/25/20	N/A	N/A	N/A	N/A	N/A
Why We Bully – Unconscious Bias New Brunswick, NJ	Margaret Ryan 11-000-219-580-03-001-999	3/25/20	N/A	N/A	N/A	\$8.61	\$8.61
NJ Speech-Language-Hearing Association Supporting At-Risk ELL's in Literacy Garwood, NJ	Kristen Allen 11-000-219-580-03-001-999	3/6/20	\$195.00	N/A	N/A	\$13.23	\$208.23
NJ Association for Middle Level Educators Conference Union, NJ	Matthew Barbosa 11-000-240-580-02-000-020	3/13/20	\$99.00	N/A	N/A	\$25.00	\$124.00
Professional Training in Applied Behavior Analysis Teaching Strategies Hamilton, NJ	Arianna Bellafiore 11-000-219-580-03-001-999	3/9/20- 3/10/20	\$250.00	N/A	N/A	N/A	\$250.00
Comprehensive Orton Gillingham Training Rockaway, NJ	Kelly Boyle N/A	5/11/20	N/A	N/A	N/A	N/A	N/A
NJ Association for Health, Physical Education, Recreation & Dance Conference Long Branch, NJ	Michael Clark 11-000-223-580-05-144-060	2/25/20	\$95.00	N/A	N/A	\$36.00	\$131.00
Strengthen Your Physical Education Program with Best, Current Practices West Orange, NJ	Kelly Evans 11-000-223-580-04-144-020	3/24/20	\$279.00	N/A	N/A	\$15.82	\$294.82
NJ Association of Designated Persons Indoor Air Quality Training Bridgewater, NJ	John Hindmarch N/A	4/3/20	N/A	N/A	N/A	N/A	N/A
Integrated Pest Management Training Bridgewater, NJ	John Hindmarch N/A	4/17/20	N/A	N/A	N/A	N/A	N/A
Effectively Dealing with Disruptive Students Long Branch, NJ	Kristen Kries 11-000-240-580-02-000-020	2/26/20	\$279.00	N/A	N/A	N/A	\$279.00

Conferences/Workshops (continued)	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking /Mileage	Total
Fostering Equity and Empowerment Through a Student's Reading Life Monroe Township, NJ	Kristen Kries N/A	3/27/20	N/A	N/A	N/A	N/A	N/A
Virtual Congress Online	Joseph Larramendia N/A	2/12/20	N/A	N/A	N/A	N/A	N/A
USDA Foods Conference 2020 NJ Convention & Expo Center Edison, NJ	Theresa Linskey 11-000-251-580-01-585	02/06/20	N/A	N/A	N/A	\$17.43	\$17.43
Foreign Language Educators of NJ Annual Conference Iselin, NJ	Patricia Maloney 11-000-223-580-04-144-020	3/27/20	\$185.00	N/A	N/A	N/A	\$185.00
Social Emotional Character Development New Brunswick, NJ	Meredith Molinaro N/A	2/28/20	N/A	N/A	N/A	N/A	N/A
Global Exploration for Educators Qatar and Oman March 2020 Tour Qatar and Oman	Danielle Puglisi N/A	3/9/20- 3/20/20	N/A	N/A	N/A	N/A	N/A
Conference for School-Based Occupational Therapists New Brunswick, NJ	Diane Scholp 11-000-219-580-03-001-999	3/3/20	\$289.00	N/A	N/A	N/A	\$289.00
NJ Physical Education and Health Conference Long Branch, NJ	Erin Sheridan 11-000-223-580-05-144-060	2/24/20	\$95.00	N/A	N/A	N/A	\$95.00
Controversial Issues in Pediatric Audiology New York, NY	Randi-Lee Venturini 11-000-219-580-03-001-999	3/26/20- 3/27/20	\$240.00	N/A	N/A	\$67.00	\$307.00
Socratic Seminar Leadership Philadelphia, PA	Debra Volpe 11-000-219-580-03-001-999	3/17/20	\$215.00	N/A	N/A	\$44.80	\$259.80

B. Approval of Fundraisers/Service Projects				
School	Group	Event Coordinators	Dates	Purpose
BCMS	Student Council	Wendy Michels	2/7/20- 2/28/20	Various fundraisers planned with all the proceeds going to the Meghan Rose Bradley Foundation.
Stony Brook	Schoolwide	Tracy Harmon, Toni Burke Alexandra Gallo, Randi Childers	4/20/20- 5/14/20	In an effort to support <i>The Team Cole Project</i> , Stony Brook students will participate in a Penny War. Money collected will assist <i>The Team Cole Project's</i> mission.
Stony Brook	Schoolwide	Rocco Fornaro	2/7/20- 2/13/20	Mr. Fornaro's class would like to collect canned goods to be donated to a local food bank. The goal would be to collect 100 cans to signify and celebrate 100 days of school.

C. Approval of Revision of Title IV Club									
Club Name	Sponsor	Account Number	From			To			School
			Minutes (per week)	Duration (# of meetings)	Total Cost	Minutes (per week)	Duration (# of meetings)	Total Cost	
Fun Fit Club	Rachael Johnston	20-280-100-101-02-659	60	10	\$410	60	12	\$492	Stony Brook

D. Approval of Field Trips				
Trip	Teachers	Grade	Purpose	
Bank of America Branchburg, NJ	Erica Viel	K-3 LLD	Opportunity for students to apply taught life skills, social skills and math related skills to real world applications.	
Immigrant Hospital Ellis Island	Suzanne Updegrove Wendy Michels	GATE 7	Private Hard Hat Tour will enhance the curriculum focusing on identity and individuality as well as research skills with primary sources.	

E. Approval of Revision of Contract for Physical Therapist									
Vendor	Account Number	Dates	From			To			Discussion
			Evaluations	Sessions	Total	Evaluations	Sessions	Total	
Kari Woodell	11-000-216-320-03-456-800	9/1/19- 6/30/20	10	350	\$17,750	18	650	\$32,850	Evaluations at \$200 Sessions at \$45

F. Approval of Contracted Physical Therapist							
Vendor	Account Number	Student ID#	Rate	# of Sessions	Total (not to exceed)	Effective Dates	Discussion
Kari Woodell	11-000-216-320-03-078-800	7930912675	\$90 per hour	12 (45 minutes each)	\$810	12/1/19- 2/28/20	Bedside physical therapy services

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

XI. HUMAN RESOURCES

- **Report – Kristen Fabriczi**

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

A. Approval of Resignation				
Name	Account #	Position	Location	Effective Date
Randy Kupcha	11-402-100-101-01-093-060	Girls Lacrosse Coach	BCMS	2/6/20

B. Approval of Athletic Stipend				
Name	Position	Location	Stipend	Discussion
Kelly Evans	Girls Lacrosse Coach	BCMS	\$3,474	Replacing Randy Kupcha

C. Approval of Substitutes			
Name	Position	Rate	Dates
Mayan Barkel	Substitute Teacher & Substitute Instructional Aide	\$95.00/\$83.33 per diem (subject to delivery of documents)	2/7/20-6/30/20
Tara Hendricks	Substitute Teacher & Substitute Instructional Aide	\$95.00/\$83.33 per diem (subject to delivery of documents)	2/7/20-6/30/20
Lezet Shabani	Substitute Teacher & Substitute Instructional Aide	\$95.00/\$83.33 per diem (subject to delivery of documents)	2/7/20-6/30/20
Kaitlyn Wagner	Substitute Teacher & Substitute Instructional Aide	\$95.00/\$83.33 per diem (subject to delivery of documents)	2/7/20-6/30/20

D. Approval of Non-Athletic Stipends				
Name	Position	Stipend	Dates	Discussion
Nathan Bishop	Strings Concert Prep-BCMS Chamber Orchestra-BCMS	\$827 (prorated) \$2,825 (prorated)	2/27/20-5/21/20	MLR for Regina Santangelo

E. Approval of Retirement				
Name	Account #	Position	Location	Effective Date
Anthony Tomaro	11-000-270-160-01-462	Bus Driver	Transportation	2/26/2020

F. Approval of Revision of Stipend					
Name	Account #	Position	Location	From	To
Kristen Kries	11-000-240-103-01-330-060	Acting Principal	SBS	\$1,500 per month 10/30/19-2/6/20	\$1,500 per month 10/30/19-3/6/20

G. Approval of Revision of Personnel						
Name	Account #	Position	Location	Rate	From	To
Richard Chromey	11-230-100-101-01-072-090	Acting Assistant Principal	WES	\$550 per day	12/9/19-2/6/20	12/9/19-3/6/20

H. Approval of Additional Title One Tutor					
Name	Account	Location	Position	Rate	Dates
Jodi Harwood	20-231-100-101-02-648	WES	Substitute Teacher	\$41 per hour (as needed)	2/7/20-4/30/20

I. Approval of Revision of Medical Leave						
Name	Account #	Location	Type of Leave	From	To	Discussion
Justin Rogoff	11-130-100-101-01-021-020	BCMS	Paid Sick Leave/FMLA	2/4/20-2/14/20	2/4/20-2/21/20	Estimated date of return will be 2/24/20

J. Approval of Medical Leave					
Name	Account #	Location	Type of Leave	Dates	Discussion
Jennifer Dedominicis	61-910-310-110-01-001	SBS	Sick Leave	1/24/20-2/13/20	Estimated date of return will be 2/18/20

K. Approval of Maternity Leave					
Name	Account #	Location	Type of Leave	Dates	Discussion
Lauren DePrima	11-000-216-101-01-063-020	BCMS	FMLA/NJFLA	9/1/20-11/25/20	Estimated date of return will be 11/30/20

L. Approval of Revision of Interim Administrator						
Name	Account #	Position	Location	From	To	Discussion
Jennifer Dinardi	11-000-221-102-01-207-999	Interim Administrator	District	Not to exceed \$14,500	Not to exceed \$21,500	Extension of days worked

(ROLL CALL – ITEMS XI.A. through XII.L.)

XII. BUSINESS

- **Report** – Charlie Tuma

(ACTION) It is recommended that Items XII.A. through XII.G. 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 January 17, 2020 through February 6, 2020, totaling \$1,220,459.44, and ratify the Payroll for the period January 16, 2020 through January 30, 2020, totaling \$972,990.31.

B. Approval of Resolution for Participation in Coordinated Transportation

WHEREAS, the Branchburg Township Board of Education desires to transport students for the purpose of special education, nonpublic school education, or its own public school students to specific destinations; and

WHEREAS, the Warren County Special Services School District hereinafter referred to as WCSSSD offers coordinated transportation services; and

WHEREAS, the WCSSSD will organize and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of prorated contract costs, plus a 4% administration fee as presented to the Branchburg Township Board of Education by the billing formula adopted by the WCSSSD’s Board of Education.

C. Approval of Resolution Authorizing the Disposal of Furniture/Equipment

It is recommended that the Board approve the following resolution authorizing the disposal of furniture/equipment through GovDeals.

WHEREAS, the School District is the owner of certain furniture/equipment which is no longer needed for public use; and

WHEREAS, the Board of Education is desirous of selling said furniture/equipment 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 furniture/equipment 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 furniture/equipment to be sold is as follows:

14 computer tables	1 milk cooler	1 Snapple juice cooler
24 assorted student desks	1 double door refrigerator	1 snow blower
25 assorted student chairs	1 single door freezer	

- (5) The furniture/equipment 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 furniture/equipment.
- (6) The School District reserves the right to accept or reject any bid submitted.

D. Approval of Nonpublic Security Program Purchases

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

Kangaroo Kids

All Basic Concepts, LLC:

Item: Lithonia Lighting Ext Arm	
Quantity: 10 @ \$14.00	\$ 140.00
Item: Lithonia Lighting LED Integrated	
Quantity: 10 @ \$109.98	\$1,100.00
Item: Misc. Wiring – 200 14/2	
Quantity: 1 @ \$185.00	\$ 185.00
Item: Installation – Remove & Replace Fixtures	
Quantity: 10 @ \$95.00	<u>\$ 950.00</u>
	<u>\$2,375.00</u>

Funded: \$2,400.00; Expending: \$2,375.00

E. Approval of Nonpublic Technology Purchase

It is recommended that the Board approve the following nonpublic technology purchase:

Kangaroo Kids

Dell:

Item: Chromebook #11-3100	
Quantity: 1 @ \$319.00	\$319.00
SCESC Admin. Fee (Up to 5%)	<u>\$ 15.95</u>
	<u>\$334.95</u>

Funded: \$576.00; Expending: \$334.95

F. Acceptance and Award of Bid for Contract for the Boiler and RTU Replacement at Branchburg Central Middle School Project

It is recommended that the Board acknowledge the following bids for the Boiler and RTU Replacement at Branchburg Central Middle School Project which were received on January 31, 2020:

Name	Base Bid	Total
Pennetta Industrial Automation	\$237,000	\$237,000
MPA Contractors	\$237,948	\$237,948
SRJ Mechanical	\$257,900	\$257,900
Hanna's Mechanical	\$267,750	\$267,750
Comfort Mechanical	\$274,937	\$274,937
ACP Contracting	\$291,000	\$291,000
Dumont Mechanical	\$293,980	\$293,980
1st Goal Heating and Cooling	\$299,000	\$299,000
Burlew Mechanical	\$309,000	\$309,000
AMCO Enterprises	\$313,000	\$313,000

It is recommended that the Board award the contract for the Boiler and RTU Replacement at Branchburg Central Middle School Project to Pennetta Industrial Automation for a total project cost of \$237,000 to be paid through account #12-000-400-450-04-612 and there are sufficient funds in the 2019-2020 budget.

G. Approval for Capital Reserve Withdrawal

WHEREAS, the Branchburg Board of Education, desires to withdraw from the 2019-2020 Capital Reserve \$49,250 for the Boiler and RTU Replacement at Branchburg Central Middle School.

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

XIII. PUBLIC COMMENT

XIV. BOARD LIAISON REPORTS

- Somerville Liaison/Board Member.....Kristen Fabriczi
- Parent Teachers Organization.....Noah Horowitz
- Somerset County Educational Services Commission.....Vacant
- N.J.S.B.A./S.C.S.B.A Representative.....Vince Carpentier
- Branchburg Township Liaison.....Terri Joyce
- Emergency Management Planning Committee.....Terri Joyce
- Branchburg Education Foundation.....Keerti Purohit
- Board Delegate.....Terri Joyce

XV. BOARD FORUM

XVI. EXECUTIVE SESSION

XVII. ADJOURNMENT