

Branchburg Township School District
REGULAR ACTION MEETING

November 21, 2019

Board of Education Conference Room

Public Meeting – 6:30 p.m.

Executive Session - 7:30 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. PLEDGE OF ALLEGIANCE**
- IV. 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.

- V. INTERVIEW CANDIDATE(S) FOR APPOINTMENT TO THE BOARD OF EDUCATION**
- VI. PUBLIC COMMENT**
- VII. CALL TO 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.

VIII. SUPERINTENDENT’S REPORT

- Kathryn Mantell of Nisivoccia LLP presenting results of the 2018-2019 Audit
- Branchburg Central Middle School No Place for Hate Project

IX. 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.

X. GOVERNANCE

Report – Terri Joyce

(ACTION) It is recommended that Items X.A. through X.E. 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 October 17, 2019.

B. Approval of 2018-2019 Anti-Bullying Self-Assessment Grades

It is recommended that the Board approve the District’s Anti-Bullying Self-Assessment Grades as follows:

School	Grade (Points)	Possible Points
Whiton Elementary School	71	78
Stony Brook School	71	78
Branchburg Central Middle School	62	78

C. Approval of Submission of 2019-2020 School Safety and Security Annual Review Statement of Assurance

It is recommended that the Board approve the submission of the 2019-2020 School Safety and Security Plan Annual Review Statement of Assurance, to the Executive County Superintendent of Schools.

D. Approval of Girl Scout Service Projects				
Name	Group	Locations	Dates	Discussion
Isabella Suarez	Girl Scout Troop 60354 Bronze Award	Whiton Stony Brook	11/25/19- 1/3/20	Collecting cat food and other supplies to make feral cat houses for organization that gets cats spayed / neutered.
Cecilia Smola Ashley Shannon	Girl Scout Silver Award	Whiton Stony Brook BCMS	1/6/20- 1/13/20	Collecting winter jackets, hats and gloves to be distributed during conferences to the New Brunswick community.

E. Approval of Acceptance of Grant Funds					
Grantor	Grant Name	Requester	Location	Check #	Amount
Branchburg Education Foundation	Pearl Observatory	Mrs. Manfreda	BCMS	1285	\$1,000

(ROLL CALL – ITEMS X.A. through X.E.)

XI. POLICY AND REGULATIONS

- **Report** – Noah Horowitz

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

A. Policy and Regulations First Reading		
Policy	Title	Discussion
Policy 3134	Assignment of Additional Duties	Revised
Policy 3159	Teaching Staff Member/School District Reporting Responsibilities	Revised
Policy 3218	Use, Possession, or Distribution of Substances	Revised
Policy 4218	Use, Possession, or Distribution of Substances	Revised
Policy 4219	Commercial Driver’s License Controlled Substance and Alcohol Use Testing	Revised
Policy 6112	Reimbursement of Federal and Other Grant Expenditures	Revised
Policy 8600	Student Transportation	Revised
Policy 8630	Bus Driver/Bus Aide Responsibility	Revised
Policy 8670	Transportation of Special Needs Students	Revised

(ROLL CALL – ITEM XI.A.)

XII. EDUCATION

- **Report** – Olga Phelps

(ACTION) It is recommended that Items XII.A. through XII.H. 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
Restorative Discipline Conference Cherry Hill, NJ	Gail Chapman 11-000-223-580-08-144-090	12/3/19	\$289.00	N/A	N/A	\$21.70	\$310.70
Restorative Discipline Conference Cherry Hill, NJ	Lisa DeLorenzo 11-000-223-580-08-144-090	12/3/19	\$289.00	N/A	N/A	\$42.70	\$331.70
Annual Law Enforcement and Educators Conference Raritan Valley Community College Branchburg, NJ	Matthew Barbosa 11-000-240-580-02-000-020	12/2/19	N/A	N/A	N/A	N/A	N/A
Annual Law Enforcement and Educators Conference Raritan Valley Community College Branchburg, NJ	Rebecca Gensel N/A	12/2/19	N/A	N/A	N/A	N/A	N/A
Annual Law Enforcement and Educators Conference Raritan Valley Community College Branchburg, NJ	Danielle Shober N/A	12/2/19	N/A	N/A	N/A	N/A	N/A
Dyslexia, Dyscalculia and Dysgraphia Tinton Falls, NJ	Kelly Boyle 11-000-223-580-02-144-999	12/16/19	\$249.00	N/A	N/A	N/A	\$249.00
Dyslexia, Dyscalculia and Dysgraphia Tinton Falls, NJ	Lauren Knoke 11-000-223-580-02-144-999	12/16/19	\$219.99	N/A	N/A	N/A	\$219.99
Dyslexia, Dyscalculia and Dysgraphia Tinton Falls, NJ	Erica Landesberg 11-000-223-580-02-144-999	12/16/19	\$249.00	N/A	N/A	\$26.60	\$275.60
Dyslexia, Dyscalculia and Dysgraphia Tinton Falls, NJ	Jocelyn Muzychko 11-000-223-580-02-144-999	12/16/19	\$249.00	N/A	N/A	\$30.59	\$279.59
Link It Fall User Group Marlboro, NJ	Kelly Boyle 11-000-223-580-08-144-090	12/13/19	N/A	N/A	N/A	\$36.40	\$36.40
Link It Fall User Group Marlboro, NJ	Erica Landesberg 11-000-223-580-08-144-090	12/13/19	N/A	N/A	N/A	\$16.10	\$16.10
Literacy Advancement Project and Dyslexia Initiative – 6th Annual Literacy Conference Ewing, NJ	Paul Cutaneo 11-000-223-580-04-144-020	12/6/19	\$200.00	N/A	N/A	N/A	\$200.00
Literacy Advancement Project and Dyslexia Initiative – 6th Annual Literacy Conference Ewing, NJ	Lisa Leibowitz 11-000-223-580-04-144-020	12/6/19	\$200.00	N/A	N/A	N/A	\$200.00
RVCC/NGSS District Partnership Branchburg, NJ	Jennifer Anderson N/A	3/10/20	N/A	N/A	N/A	N/A	N/A
RVCC/NGSS District Partnership Branchburg, NJ	Dianne Litts N/A	11/12/19 2/4/20 3/10/20	N/A	N/A	N/A	N/A	N/A
RVCC/NGSS District Partnership Branchburg, NJ	Jocelyn Muzychko N/A	11/12/19 2/4/20 3/10/20	N/A	N/A	N/A	N/A	N/A
RVCC/NGSS District Partnership Branchburg, NJ	Isabella Russo N/A	11/12/19 2/4/20 3/10/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Christy Bitner 11-000-223-580-08-144-090	11/20/19 1/14/20 1/28/20	N/A	N/A	N/A	\$9.87	\$9.87
Sheltered Instruction Training Franklin, NJ	Kelly Boyle 11-000-223-580-08-144-090	11/20/19 1/14/20 1/28/20	N/A	N/A	N/A	\$35.70	\$35.70

Conferences/Workshops (continued)	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking /Mileage	Total
Sheltered Instruction Training Franklin, NJ	Meghan Castellano 11-000-219-580-03-001-999	11/14/19 12/12/19 1/9/20	N/A	N/A	N/A	\$6.70	\$6.70
Sheltered Instruction Training Franklin, NJ	Geralyn Cecchini N/A	11/12/19 1/14/20 1/28/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Marie Cinque 11-000-223-580-04-144-020	11/12/19 12/11/19 1/8/20	N/A	N/A	N/A	\$13.65	\$13.65
Sheltered Instruction Training Franklin, NJ	Lauren DePrima 11-000-219-580-03-001-999	11/12/19 12/11/19 1/8/20	N/A	N/A	N/A	\$2.07	\$2.07
Sheltered Instruction Training Franklin, NJ	Dawn Eelman 11-000-223-580-08-144-090	11/20/19 1/14/20 1/28/20	N/A	N/A	N/A	\$12.60	\$12.60
Sheltered Instruction Training Franklin, NJ	Karin Elvis 11-000-223-580-05-144-060	11/14/19 12/12/19 1/9/20	N/A	N/A	N/A	\$1.05	\$1.05
Sheltered Instruction Training Franklin, NJ	Jennifer Felix 11-000-223-580-05-144-060	11/14/19 12/12/19 1/9/20	N/A	N/A	N/A	\$37.17	\$37.17
Sheltered Instruction Training Franklin, NJ	Rocco Fornaro N/A	11/14/19 12/12/19 1/9/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Katie Kline 11-000-223-580-04-144-020	11/12/19 12/11/19 1/8/20	N/A	N/A	N/A	\$31.29	\$31.29
Sheltered Instruction Training Franklin, NJ	Lauren Knoke 11-000-223-580-05-144-060	11/14/19 12/12/19 1/9/20	N/A	N/A	N/A	\$6.65	\$6.65
Sheltered Instruction Training Franklin, NJ	Irene Korol N/A	11/14/19 12/12/19 1/9/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Kristen Kries N/A	11/20/19 1/14/20 1/28/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Erica Landesberg N/A	11/20/19 1/14/20 1/28/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Jocelyn Muzychko 11-000-223-580-05-144-060	11/14/19 12/12/19 1/9/20	N/A	N/A	N/A	\$20.16	\$20.16
Sheltered Instruction Training Franklin, NJ	Colleen Repoli 11-000-223-580-08-144-090	11/20/19 1/14/20 1/28/20	N/A	N/A	N/A	\$3.78	\$3.78
Sheltered Instruction Training Franklin, NJ	Alyssa Riva N/A	11/12/19 12/11/19 1/8/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Brienne Rodriguez 11-000-223-580-08-144-090	11/20/19 1/14/20 1/28/20	N/A	N/A	N/A	\$9.45	\$9.45
Sheltered Instruction Training Franklin, NJ	Brittani Santangelo 11-000-223-580-08-144-090	11/20/19 1/14/20 1/28/20	N/A	N/A	N/A	\$37.38	\$37.38
Sheltered Instruction Training Franklin, NJ	Beth Stanton N/A	11/12/19 12/11/19 1/8/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Tiffany Stulack-Polak N/A	11/12/19 12/11/19 1/8/20	N/A	N/A	N/A	N/A	N/A
Sheltered Instruction Training Franklin, NJ	Lori Villanova 11-000-223-580-05-144-060	11/12/19 12/11/19 1/8/20	N/A	N/A	N/A	\$5.25	\$5.25
Comprehensive Orton-Gillingham Training Secaucus, NJ	Kelly Boyle 11-000-223-580-02-144-999 11-000-223-580-08-144-090	12/2/19- 12/6/19	\$1,175.00	N/A	N/A	\$136.50	\$1,311.50

Conferences/Workshops (continued)	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking /Mileage	Total
Developing Students' Initiative, Ownership and Follow Through West Orange, NJ	Marie Cinque 11-000-223-580-04-144-020	12/16/19	\$279.00	N/A	N/A	\$29.05	\$308.05
Complete Comprehension Piscataway, NJ	Lisa DeLorenzo 11-000-223-580-08-144-090	1/29/20	\$155.00	N/A	N/A	\$12.81	\$167.81
Engagement By Design Piscataway, NJ	Lisa DeLorenzo 11-000-223-580-08-144-090	3/12/20	\$155.00	N/A	N/A	\$12.81	\$167.81
Social Emotional Learning and Character Development New Brunswick, NJ	Alexandra Gallo N/A	12/10/19	N/A	N/A	N/A	N/A	N/A
Differentiating Instruction in Math New Brunswick, NJ	Michele Jordan 11-000-223-580-04-144-020	1/16/20	\$205.00	N/A	N/A	N/A	\$205.00
Intervention Strategies for Struggling Learners in Mathematics Gr 6-9 New Brunswick, NJ	Michele Jordan 11-000-223-580-04-144-020	2/3/20	\$205.00	N/A	N/A	N/A	\$205.00
Preschool Education Workshop on Environmental Science Flemington, NJ	Vicki Marcine N/A	11/7/19	N/A	N/A	N/A	N/A	N/A
New Jersey Association of School Psychologists Annual Winter Conference East Windsor, NJ	Amy McLaughlin 11-000-219-580-03-001-999	12/13/19	\$125.00	N/A	N/A	N/A	\$125.00
Book Expo America New York, NY	Katherine Mileto 11-000-223-580-08-144-090	5/27/20- 5/29/20	\$75.00	N/A	N/A	\$36.00	\$111.00
The Role of the School Climate Team New Brunswick, NJ	Meredith Molinaro N/A	12/11/19	N/A	N/A	N/A	N/A	N/A
Innovations in Special Education Technology Monroe, NJ	Tina Neely 11-000-219-580-03-144-999	3/20/20	\$199.00	N/A	N/A	\$7.14	\$206.14
The Therapeutic Umbrella Monroe, NJ	Tina Neely 11-000-219-580-03-144-999	1/17/20	\$199.00	N/A	N/A	\$7.14	\$206.14
Writing Effective HIB Reports New Providence, NJ	Tina Neely 11-000-219-580-03-144-999	12/10/19	\$150.00	N/A	N/A	\$13.30	\$163.30
Ignite STEM Princeton, NJ	Lucy Plaza 11-000-223-580-04-144-020	12/7/19	N/A	N/A	N/A	\$29.89	\$29.89
Gender Identity In Schools Piscataway, NJ	Margaret Ryan N/A	11/14/19	N/A	N/A	N/A	N/A	N/A
Cybersecurity Risk Management Summit Trenton, NJ	Eric Schaefer 11-000-252-580-09-145	12/12/19	N/A	N/A	N/A	\$7.28	\$7.28
Social Emotional Learning Meeting Flemington, NJ	Danielle Shober N/A	11/22/19	N/A	N/A	N/A	N/A	N/A
NJ Association for Middle Level Education 2020 Annual Conference Union, NJ	Alex Tylin 11-000-223-580-04-144-020	3/13/20	\$99.00	N/A	N/A	N/A	\$99.00
Stronge Teacher Evaluation Training Piscataway, NJ	Beth Stanton 11-000-240-580-02-000-020	10/18/19 1/22/20	N/A	N/A	N/A	\$40.20	\$40.20
NJ Teacher Leader Network Raritan Valley Community College Branchburg, NJ	Suzanne Updegrove N/A	11/20/19	N/A	N/A	N/A	N/A	N/A
Conference for School Based Speech/Language Pathologists Fairfield, NJ	Adriana Weighart 11-000-219-580-03-001-999	12/5/19	\$289.00	N/A	N/A	N/A	\$289.00

B. Approval of Student Teacher					
Name	College/University	Certification	Location	Dates	Discussion
Katherine Ollis	Fairleigh Dickinson University (subject to delivery of documents)	Elementary School Teacher in Grades K-5	SBS	1/2/20-1/18/20 (For a total of 5 days)	Cooperating Teacher Debra Adam

C. Approval of Service Project					
School	Group	Event Coordinator	Locations	Dates	Discussion
Branchburg Central Middle School	Science Club	Sarah O'Halloren	BCMS	11/22/19- 4/15/20	Collecting plastic bags as part of the TREX Recycling Competition. The club would monitor the collection and send them to the TREX company for reuse.

D. Approval of Field Trips			
Trip	Teachers	Grade	Purpose
Carol's Creations Somerville, NJ	Ms. McGirl	6-8	Enrichment Day Activity
Frontline Arts Branchburg, NJ	Ms. Puglisi	6-8	Enrichment Day Activity
Ronald McDonald House New Brunswick	Mrs. Ryan Ms. Ryan	6-8	Enrichment Day Activity
Top Golf Edison, NJ	Mrs. DeNicuolo	6-8	Enrichment Day Activity
YMCA Camp Bernie Port Murray, NJ	Mrs. Updegrove Mrs. Michels	Gate 8	Team building and leadership training in support of the class theme of leadership.
Bridgewater Commons Mall Bridgewater, NJ	Ms. Williams	6-8	LLD students to apply taught life skills, social skills, map reading, writing and math related skills to real world application.

E. Approval of Title IV Clubs and Activities						
Club Name	Sponsor	Account Number	Minutes (per week)	Duration (# of meetings)	Total Cost	School
Arts and Crafts Club	Cindee Straube	20-280-100-101-02-659	60	20	\$820.00	Whiton
Bitsbox Coding	Joseph Larramendia		60	10	\$410.00	
Boys Running Club	Joseph Larramendia		120	10	\$410.00	
Field Hockey and Softball Club	Tara Forsyth		120	10	\$410.00	
Just Dance	Megan VanHorn		60	10	\$410.00	
Shake, Rattle and Roll	Christine Pernini		60	10	\$410.00	
Sports Club	Cory Hanna		120	20	\$820.00	
Geography Club	John Gottshalk	20-280-100-101-02-659	60	10	\$410.00	Stony Brook
Fun Fit Club	Rachael Johnston		60	10	\$410.00	
Lego League	Matt Zimmerman		60	10	\$410.00	
Trick Shots & Highlight Reel	Mike Clark		60	20	\$820.00	
Homework Management	Michele Jordan	20-280-100-101-02-659	45	20	\$615.00	BCMS
Dungeons and Dragons	Ken Forsyth		100	20	\$1,366.67	
French Club	Alyssa Riva		60	8	\$464.67	
			100	2		
BCMS Weekly News Video	Wendy Michels		100	20	\$1,366.67	
Speech and Debate	Nina Mlenak		45	20	\$615.00	

F. Approval of 2019-2020 Out of District Program				
Program/ Location	Account Number	Student ID #	School Year Dates	SY Tuition
Summit Speech School New Providence, NJ	11-000-100-566-03-109-000 20-251-100-500-03-644	1882785021	10/1/19-2/28/20	\$26,970

G. Approval of Fundraisers					
School	Group	Event Coordinator	Locations	Date	Discussion
BCMS	Band	Krissy DeNicuolo	Spring and Winter Concerts	12/4/19, 12/10/19, 5/12/20 & 5/14/20	Selling ad space in concert program to offset the cost for students to attend Music in the Parks.
BCMS	Student Council	Wendy Michels	BCMS	3/20/20	Breast cancer run/walk where BCMS Student Council will sell water and snacks at stations throughout the course. Proceeds will be donated to Robert Wood Johnston Breast Cancer Foundation.

H. Approval of Volunteer Coach			
School	Name	Position	Date
BCMS	Frazees Sutphen	Volunteer Wrestling Coach (Subject to delivery of documents)	11/22/19 – 2/28/20

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

XIII. HUMAN RESOURCES

- Report – Kristen Fabriczi

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

A. Approval of Revision of Maternity Leave						
Name	Account #	Location	Type of Leave	From	To	Discussion
Allison LeMieux	11-230-100-101-01-072-090	WES	Paid Maternity/Disability Leave of Absence Personal Days FMLA/NJFLA	12/16/19-1/30/20 NA 1/31/20-5/1/20	1/2/20-1/30/20 1/31/20-2/4/20 2/5/20-4/23/20	Estimated date of return is 4/24/20

B. Approval of Athletic Stipend			
Name	Position	Stipend	Discussion
Kelly Evans	Cheerleading Coach	\$3,310	Replacing Kristen Cardona

C. Approval of Non-Athletic Stipend		
Name	Position	Stipend
Kathryn Bontomase	Instrumental Music Concert Prep-SBS	\$970
Erica Landesberg	Yearbook-WES	\$945

D. Approval of Extracurricular School Activity Aides					
SID#	Name	Account Number	Position	Rate	Dates
3248981936	Laurie Acosta	11-000-217-106-01-000	Extracurricular Aide	\$15.54 per hour (not to exceed 3 hours)	11/13/19 and 12/2/19
1338742458	Monita Haduch	11-000-217-106-01-000	Extracurricular Aide	\$16.87 per hour (not to exceed 4.5 hours)	12/2/19 and 12/4/19
1338742458	Vedha Saranathan	11-000-217-106-01-000	Extracurricular Aide	\$17.92 per hour (not to exceed 2 hours)	11/21/19

E. Approval of Fall-Winter Teacher Academy Presenters					
Name	Account #	Action	Position	Rate	Discussion
Ludmila Battista	11-000-223-104-02-210-999	In-Service Presenter	Teacher	\$41 per hour not to exceed 5 hours	Decoding and Morphology Presentation
Catherine Rello	11-000-223-104-02-210-999	In-Service Presenter	Teacher	\$41 per hour not to exceed 5 hours	Counting Progression of Skills, Assessments, and Activities to Support our Learners Presentation

F. Approval of Revision of Personnel								
Name	Account #	Location	From	To	Step/Level	Salary	Dates	Discussion
Emma Ryan	11-130-100-101-01-021-020	BCMS	Substitute Teacher	Special Education Teacher	1/150	\$59,655 (prorated)	10/23/19-6/30/20	Received teaching certification

G. Approval of Personnel								
Name	Account #	Location	Position	Step/Level	Salary	Dates	Discussion	
Alison Beebe	11-230-100-101-01-072-090	WES	MLR Instructional Support Literacy Teacher (subject to delivery of documents)	1/150	\$59,655.00 (prorated)	1/2/20-4/23/20	MLR for Allison LeMieux	
Nichole Reaves	11-000-270-160-01-462	Transportation	Bus Driver	2	\$29.24 per hour (4.75 hours per day)	11/22/19-6/30/20	Replacing Jayne Vanderhoof	

H. Approval of Medical Leave					
Name	Account #	Location	Type of Leave	Dates	Discussion
Frank Altmire	11-000-240-103-01-330-060	SBS	Paid Sick Leave/FMLA	10/29/19-11/27/19	Estimated date of return is 12/2/19
Janice Apsley	11-110-100-101-01-001-090	WES	Paid Sick Leave Personal Days FMLA	10/07/19-11/11/19 11/12/19-11/14/19 (AM) 11/14/19 (PM)-1/2/20	Date of return is 11/18/19, intermittent FMLA through 1/2/20

I. Approval of Stipend					
Name	Account #	Position	Location	Stipend	Dates
Kristen Kries	11-000-240-103-01-330-060	Acting Principal	SBS	\$1,500	10/30/19-11/27/19

J. Approval of Revision of Medical Leave						
Name	Account #	Location	Type of Leave	From	To	Discussion
Noel Maroon	11-120-100-101-01-012-060	SBS	Paid Sick Leave	10/25/19-11/15/19	11/1/19-11/22/19	Estimated date of return will be 11/25/19

K. Approval of Substitute School Nurse Leave Replacement						
Name	Account #	Location	Position	Rate	Dates	Discussion
Erin Eosso	11-000-213-104-01-126-090	WES	Substitute School Nurse	\$225 per day	11/19/19-2/11/20	Leave replacement for Susan Petrilli

L. Approval of Substitutes			
Name	Position	Rate	Dates
Lester Chin	Substitute Teacher & Substitute Instructional Aide	\$95.00/\$83.33 per diem (subject to delivery of documents)	11/22/19-6/30/20
Denise Singleton	Substitute Teacher & Substitute Instructional Aide	\$95.00/\$83.33 per diem (subject to delivery of documents)	11/22/19-6/30/20

M. Approval of Revision of Curriculum Writing						
Name	Account #	Position	Location	From	To	Discussion
Michael Clark	11-000-221-104-02-213-999	Summer Health Curriculum Writing	District	7/1/19-8/31/19	7/1/19-12/31/19	12 of the 24 originally approved hours remain to be used by Mr. Clark

N. Approval of Retirement				
Name	Account #	Position	Location	Effective Date
Patricia Jaeckle	11-000-217-106-01-000-090	Instructional Aide	WES	12/31/19

O. Approval of Resignations				
Name	Account #	Position	Location	Effective Date
Toni Lynn Burke	11-401-100-101-01-078-020	Assistant Drama Coach	SBS	11/21/19
Jessica Zaninelli	11-213-100-106-01-057-060	Instructional Aide	SBS	12/17/19
Heather Ziolkowski	11-401-100-101-01-078-020	Drama Coach	SBS	11/21/19

P. Approval of Additional Extracurricular School Activity Aides				
Name	Account #	Position	Rate	Dates
Antonia DaSilva	11-000-217-106-01-000-090	Extracurricular School Activity Aide	\$18.46 per hour (not to exceed 40 hours total)	11/15/19-6/30/20
Heather Lilly	11-000-217-106-01-000-090			
Amy McLaughlin	11-000-217-106-01-000-060			
Jan Motz	11-000-217-106-01-000-090			
Michelle Nash	11-000-217-106-01-000-060			
Jillian Sawicki	11-000-217-106-01-000-020			

(ROLL CALL – ITEMS XIII.A. through XIII.P.)

XIV. BUSINESS

- **Report – Charlie Tuma**

(ACTION) It is recommended that Items XIV.A. through XIV.K. 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 October 18, 2019 through October 30, 2019, totaling \$912,078.30, and for the period October 31, 2019 through November 8, 2019, totaling \$1,222,531.48, and for the period November 9, 2019 through November 21, 2019, totaling \$637,364.95, and ratify the Payroll for the period October 1, 2019 through October 15, 2019, totaling \$939,353.36, and for the period October 16, 2019 through October 31, 2019, totaling \$945,553.63, and for the period of November 1, 2019 through November 15, 2019, totaling \$970,832.65.

B. Secretary's Report

The Report of the Secretary for October 2019 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 October 2019 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 2019-2020 fiscal year.

C. Treasurer's Report

It is recommended that the Treasurer's Report for the month of October 2019 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 October 2019.

E. Monthly Transfer Report

It is recommended that the Board approve the October 2019 Monthly Transfer Report.

F. Approval of Resolution Authorizing the Disposal of Equipment

It is recommended that the Board approve the following resolution authorizing the disposal of Delta Rockwell Drill Press through GovDeals.

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

WHEREAS, the Board of Education is desirous of selling said 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 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 equipment to be sold is as follows:
 - 1 Delta Rockwell Drill Press
- (5) The 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 equipment.
- (6) The School District reserves the right to accept or reject any bid submitted.

G. Approval of Safety Grant Application Award

It is recommended that the Branchburg Township Board of Education approve a grant application Award for the 2019 Safety Grant Program through the New Jersey School Boards Association Insurance Group’s ERIC North Subfund for the purposes described in the application in the amount of \$13,291.86 for the period July 1, 2019 to June 30, 2020.

H. 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 November 22, 2019 through December 12, 2019 prior to the next regularly scheduled meeting of December 12, 2019 and with the approval and consent of the Superintendent of Schools, and then present said bills to the Board at the December 12, 2019 meeting for ratification.

I. Approval of Purchase of Two 54 Passenger School Buses

It is recommended that the Board approve the purchase of two new 54 passenger school buses through the Educational Services Commission of New Jersey school bus Bid Award Contract # 18/19-22 from Truck King International at a cost of \$104,652.73 per bus total for two buses is \$209,305.46 to be paid by purchase order through the General Fund from Account #12-000-270-733-07-389, and sufficient funds are available in the 2019-2020 budget.

J. Approval of Purchase of One 15 Passenger School Bus Van with One Wheelchair Position

It is recommended that the Board approve the purchase of one new 15 passenger school bus van with one wheelchair position through the Educational Services Commission of New Jersey school bus Bid Award Contract # 18/19-37 from Wolfington Body Company at a cost of \$70,970.50 to be paid by purchase order through the General Fund from Account #12-000-270-733-07-389 and sufficient funds are available in the 2019-2020 budget.

K. Approval of Acceptance of the Final 2018-2019 Audit and Auditors’ Management Report

It is recommended that the Board accept the final Comprehensive Annual Financial Report and the final Auditors’ Management Report for the fiscal year ended June 30, 2019.

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

XV. PUBLIC COMMENT

XVI. BOARD LIAISON REPORTS

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

XVII. BOARD FORUM

XVII. EXECUTIVE SESSION

XIX. ADJOURNMENT