

Branchburg Township School District
REGULAR ACTION MEETING

September 5, 2019

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

- Student Safety Data Report
- Recognition of Student Artists
 - Alexa Scheier – Teacher, Rokiah Barry
 - Leah Kientzler – Teacher, Meghan Russo

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 Item VIII.A. 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 August 15, 2019.

(ROLL CALL – ITEM VIII.A.)

IX. POLICY AND REGULATIONS

- **Report** – Noah Horowitz

X. DATA COMMITTEE

- **Report** – Zoltan Ambrus

XI. EDUCATION

- **Report** – Olga Phelps

(ACTION) It is recommended that Items XI.A. through XI.B. 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
Youth Mental Health First Aid USA Somerville, NJ	Matthew Barbosa 11-000-223-580-04-144-020	9/24/19 10/1/19	\$18.95	N/A	N/A	\$5.00	\$23.95
Youth Mental Health First Aid USA Somerville, NJ	Jillian Sawicki 11-000-219-580-03-001-999	9/24/19 10/1/19	\$18.95	N/A	N/A	N/A	\$18.95
A Basic Guide to Intervention And Referral Services Monroe Township, NJ	Meredith Molinaro 11-000-223-580-08-144-090	10/21/19	\$149.00	N/A	N/A	N/A	\$149.00
A Basic Guide to Intervention And Referral Services Monroe Township, NJ	Danielle Shober 11-000-223-580-08-144-090	10/21/19	N/A	N/A	N/A	\$20.00	\$20.00
Beyond Decoding: Identifying and Meeting the Needs of All Learners with Dyslexia Somerset, NJ	Amy Garner N/A	10/4/19	N/A	N/A	N/A	N/A	N/A
New Jersey Association of School Librarians East Brunswick, NJ	Katherine Mileto 11-000-223-580-08-144-090	12/9/19- 12/10/19	\$200.00	N/A	N/A	\$30.24	\$230.24
Art Educator of New Jersey ARTify Long Branch, NJ	Meghan Russo 11-000-223-580-04-144-020	10/6/19- 10/7/19	\$285.00	N/A	N/A	\$67.20	\$352.20
Next Generation Science Standards Administrative Workshop Raritan Valley Community College Branchburg, NJ	Danielle Shober N/A	9/19/19	N/A	N/A	N/A	N/A	N/A
New Jersey County Teacher of the Year Fall Leadership Retreat Princeton, NJ	Suzanne Updegrove N/A	10/11/19	N/A	N/A	N/A	N/A	N/A

B. Approval of 2019-2020 Branchburg Township School District Tentative Field Trips			
Whiton Elementary School Field Trips			
Trip	Teachers	Grade	Purpose
The Bucks County Children's Museum, New Hope, PA	Mrs. Harwood Ms. Marcine	Pre-K	Trip is aligned with curriculum.
Wegmans Food Store, Bridgewater, NJ		Pre-K	PSD only community instruction
Hillsborough Library, Hillsborough, NJ		Pre-K	
Bridgewater Diner, Bridgewater, NJ		Pre-K	
Schaefer Farm, Hillsborough, NJ		Pre-K	
Jordan Doyle Farm, Flemington, NJ	Mrs. Abey, Ms. Amato, Mrs. Apsley , Mrs. Cecchini, Mrs. Chapman, Mrs. Reid/Ms. Landon, Mrs. Quinn/Ms. Cordaro, Ms. Straube	Kinder- garten	Compliments science/social studies curriculum-living things/natural sources.
Turtle Back Zoo, West Orange, NJ	Mrs. Arencibia, Mrs. Fitzgibbon, Mrs. Francescone/Mrs. Zelnick, Ms. McKenna, Mrs. Puzzo/Ms. Bellafiore,	1	Enhance our science curriculum by providing students with an opportunity to see many of the animals we discuss in class.
Theatre at Raritan Valley Community College, Branchburg, NJ	Ms. Repoli, Mrs. Trubin/Mrs. Roman	1	Enhances our student literacy curriculum by providing students with an opportunity to see a story brought to life.
Theatre at Raritan Valley Community College, Branchburg, NJ	Mrs. Baier/Mrs. Mariani, Mrs. Bitner, Mrs. Buffa, Mrs. Cole, Mrs. DeLorenzo, Mrs. Eelman, Mrs. Kinney/Mr. Jones	2	Identify story elements, character traits helping bring stories to life for our readers.
Adventure Aquarium, Camden, NJ	Mrs. Bockus/Mrs. Everson, Mrs. Forsyth, Mrs. Janiec, Mr. Moor, Ms. Pernini/Mrs. VanHorn, Ms. Santangelo, Mrs. Szajdecki/Ms. Hall	3	Compliments informational and research units in both reading and writing curriculum.
DaVinci Science Center, Allentown, PA		3	Science exhibits and workshops to enhance science curriculum.
Branchburg Sports Complex, Branchburg, NJ	Ms. Viel	PreK-3	To apply taught life skills, social skills, reading, writing and math related skills to real world application.
Bridgewater Mall, Bridgewater, NJ			
Restaurant - TBD			
Wegmans Food Store, Bridgewater, NJ			
Stony Brook Elementary School Field Trips			
Trip	Teachers	Grade	Purpose
Liberty Science Center, Jersey City, NJ	Mrs. Felix, Mr. Fornaro, Mr. Gottshalk, Mrs. McNamara, Mrs. Morin, Ms. Russo, Mrs. Weintraub	4	Supplement to science curriculum. Opportunities to explore concepts taught in school-visual/hands-on learning.
Waterloo Village, Stanhope, NJ			A living museum that will enrich the studying of the Lenni Lenape Indians and life in Colonial NJ.
Trenton State House, Old Barracks and NJ State Museum, Trenton, NJ			Learn 5 themes of geography, land, people, lifestyles and economics of early NJ.
Pennsbury Manor, Morrisville, PA	Mrs. Adams, Mrs. Elvis, Ms. Figel, Ms. Johnston, Mrs. Korol, Mr. Mehnert, Mrs. Sutherlin, Ms. Ziolkowski	5	Reinforces the study of Colonial America & lifestyles of Middle Colonies and how they used resources to turn the region into a successful farm land.
Franklin Institute, Philadelphia, PA			Built into the science and social studies curriculum.
State Theatre, New Brunswick, NJ			Young performers create rhythms & music with a technical skill.

B. Approval of 2019-2020 Branchburg Township School District Tentative Field Trips (continued)			
Stony Brook Elementary School Field Trips (continued)			
Trip	Teachers	Grade	Purpose
Princeton University Art Museum (Lower Galleries) Princeton, NJ	Mrs. Burke	GATE 4	Culminating activity to Personal Heirloom Project.
Princeton University Art Museum (Self Portrait Tour) Princeton, NJ	Mrs. Burke	GATE 5	Culminating activity to Channel YOU Project.
Ronald McDonald House, New Brunswick, NJ	Mrs. Burke	5 Leadership Council	Ambassadors for the District and Township to bring the collected Poptabs.
Barnes & Noble, Bridgewater, NJ	Mrs. Burke	4&5	Community partnership with B&N to support our poetry winners in the store with coupons, certificates of congratulations and a photo session to celebrate the student writers.
GATE Students to BCMS	Mrs. Burke	4&5	Schoolwide GATE Activity.
GATE Students to WES	Mrs. Burke	4	GATE Across the Schools activity.
GATE Students to WES	Mrs. Burke	5	GATE Across the Schools activity Science Fair.
NJ Bar Foundation, New Brunswick, NJ	Mrs. Burke	5	A culminating activity to the Mock Trial Contest.
Whiton	Mrs. Bontomase, Mrs. Maroon	4&5 Band, Strings & Chorus	Schoolwide Activity.
BCMS			
BCMS	Mr. Clark	5	Move-Up Day.
Central Middle School Field Trips			
Trip	Teachers	Grade	Purpose
Bowlmor Lanes, Greenbrook, NJ	TBD	6	Connection to 6 th grade data analysis curriculum.
NJ Renaissance Faire, Bordentown, NJ	Mrs. Perello/Mrs. Kline	7	Connection to 7 th grade curriculum.
Meadowbrook Day Camp, Long Valley, NJ	Mr. Barbosa/8 th grade teachers	8	8 th grade send off.
Wall Street, New York, NY	Mrs. Puglisi	8	Supports curriculum.
Michel Cluziel Chocolate Museum, Berlin Township, NJ	Mrs. Riva, Mrs. DoVale	8 French	Enhance the French curriculum.
Penn Museum and US Mint Philadelphia, PA	Mrs. Updegrave	6 GATE	Primary source research relevant to class projects and theme of change.
Readington Reformed Churchyard Readington, NJ		7 GATE	Primary source research relevant to class projects and theme of individuality.
Princeton Art Museum, Princeton, NJ		7 GATE	Primary source research relevant to class projects and theme of individuality.
Camp Bernie, Port Murray, NJ		8 GATE	Leadership and teambuilding relevant to class projects and theme of leadership.

B. Approval of 2019-2020 Branchburg Township School District Tentative Field Trips (continued)			
Central Middle School Field Trips (continued)			
Trip	Teachers	Grade	Purpose
Rutgers University Library, New Brunswick, NJ	Mrs. Updegrove	7,8 NHD Students	National History Day primary source & database research
William Paterson University, Paterson, NJ		8 NHD Students	National History Day State Finalist workshop, if qualified
University of Maryland, College Park, MD		8 NHD Students	National History Day State Finals, if qualified
The College of New Jersey, Ewing, NJ	Mrs. Updegrove/Guidance	8 Nominees	Nominees for New Jersey Future Educators Conference, Career Exploration.
Princeton Plasma Physics Lab, Princeton, NJ	Mrs. Updegrove/Mrs. Bernet	8 Nominees	Nominees for Young Women's STEM Conference, Career Exploration.
Immaculata High School, Somerville, NJ	Mrs. Updegrove	6, 7, 8	Quiz Bowl Team Academic Team Competition
New Jersey State Odyssey Competition Ewing, NJ	Mrs. Updegrove	6,7,8	Odyssey Team Creativity Competition, if qualified
Odyssey World Finals, Iowa State University, Ames, IA	Mrs. Updegrove	6,7,8	Odyssey Team Creativity Competition, if qualified
County Teen Arts Raritan Valley Community College, Branchburg, NJ	Mr. Kupcha, Mrs. DeNicoluol, Mrs. Santangelo, Mr. Gornick, Mrs. Updegrove, Mrs. Kepner	6,7,8	Teen Arts representatives
State Teen Arts Ocean County College, Toms River, NJ	Mrs. Updegrove	6,7,8	Teen Arts representatives
New Jersey Association of Student Councils Fall Conference, College of New Jersey, Ewing, NJ	Mrs. Michels	6,7,8	Student leadership for members of student council and homeroom reps
New Jersey Association of Student Councils Winter Conference, College of New Jersey Ewing, NJ			
New Jersey Association of Student Councils Spring Awards at Six Flags, Jackson, NJ			
Emmanuel Cancer Foundation, Clark, NJ		8	Students will learn about the organization.
Music in the Parks: Dorney Park and Local School Allentown, PA	Mrs. DeNicoluol, Mrs. Santangelo, Mr. Gornick	6,7,8	To perform and receive feedback from adjudicators and watch other schools perform
Broadway Musical, New York, NY	Mr. Gornick, Mrs. Kepner, Mrs. Mlenak	6,7,8	Provide opportunity for chorus, ensemble and drama students to view a Broadway production.
Jazz Festival, Bridgewater, NJ	Mrs. DeNicoluol	6,7,8	Jazz band to perform and receive feedback from adjudicators and watch other schools perform
Philadelphia Orchestra at Kimel Center Philadelphia, PA	Mrs. Santangelo, Mr. Gornick	6,7,8	Student will observe a professional orchestra rehearse and perform
Bridgeway Care Center, Bridgewater, NJ	Mrs. DeNicoluol, Mrs. Santangelo, Mr. Gornick	6,7,8	Music performance for the residents and involve students in their community
Stony Brook School			Small ensemble performances for the Stony Brook student to encourage participation in BCMS music.
Local Bank, Branchburg NJ	Ms. Williams	6,7,8	To apply taught life skills, social skills, reading, writing and math related skills to real world application.
Home Depot, Bridgewater, NJ			
Movie Theater, Hillsborough or Manville, NJ			
Norz Hill Farm, Hillsborough, NJ			
Local Pharmacy, Branchburg, NJ			
Post Office, Branchburg, NJ			
Target, Bridgewater, NJ			
Wegmans, Bridgewater, NJ			
Whiton Elementary School, Branchburg, NJ			

B. Approval of 2019-2020 Branchburg Township School District Tentative Field Trips (continued)			
Central Middle School Field Trips (continued)			
Trip	Teachers	Grade	Purpose
Branchburg Sports Complex, Branchburg, NJ	Mrs. Urbanski	6,7,8	Be-A-Buddy
Panera Bread/Shops at Somerville Circle, Raritan, NJ			
Branchburg Police Department, Branchburg, NJ	TBD	6,7,8	Enrichment Day Activity
Bubble Soccer/ Edge Sports Center, Flemington, NJ			
CrossFit, Flemington, NJ			
Duke Farms, Hillsborough, NJ			
Escape Room, Bridgewater, NJ			
Flemington Ice Arena, Flemington, NJ			
Fulper Family Farms, Lambertville, NJ			
Gravity Vault, Chatham, NJ			
Hiking and STEM Trip, Somerset, NJ			
Horsin' Around at ManeStream, Oldwick, NJ			
Kissimmee River Pottery, Flemington, NJ			
Neshanic Valley Golf – Art of Golf, Neshanic Station, NJ			
Painting with a Twist, Bridgewater, NJ			
Pinot's Painting Palette, Somerville, NJ			
Raritan Valley Community College – Winter Wonder Lights, Branchburg, NJ			
Rock'em Extreme, Staten Island, NY			
Ryland Inn – Art and History of Inn, Readington, NJ			
Skyzone Trampoline Park, South Plainfield, NJ			
Somerset County VoTech, Bridgewater, NJ			
Sophie's Bistro, Somerset, NJ			
Stefano's Pizzeria, Branchburg, NJ			
Strength and Honor Fitness (1), Somerville, NJ			
Strength and Honor Fitness (2), Somerville, NJ			
TD Bank, Bridgewater, NJ			
Vanderveer House, Bedminster, NJ			
Washington Valley Park, Martinsville, NJ			
Whiton Elementary School – Mini Field Day	Mrs. Urbanski	6,7,8	Be-A-Buddy Super Buddies/Enrichment Day

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

XII. HUMAN RESOURCES

- **Report** – Kristen Fabriczi

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

A. Approval of Leaves of Absence				
Name	Account #	Location	Type of Leave	Dates
Debra Gesualdo	11-000-216-101-01-063-090	WES	Unpaid Leave	9/12/19-9/18/19
Mark Menafro	11-000-270-160-01-462	Transportation	Unpaid Leave	9/17/19-9/29/19

B. Approval of Personnel						
Name	Account #	Position	Step/Level	Salary*	Dates	Discussion
Diana Gurumendy	11-214-100-106-03-059	Instructional Aide (4.75 hours per day)	6/NA	\$13,895.16	9/1/19-6/30/20	Replacing Elizabeth Eckel
Stephanie Keck	11-000-217-106-01-000-090	Instructional Aide (4.75 hours per day)	1/NA	\$13,031.57	9/1/19-6/30/20	New Position
Nicole Kotrba	61-910-310-110-01-001	Lunchroom Aide	NA	\$3,906.00	9/1/19-6/30/20	Replacing Elizabeth Savage
Elizabeth Meyer	11-216-100-101-01-000-090	MLR Kindergarten Inclusion Teacher	1/BA	\$56,815.00 (prorated)	9/1/19-11/15/19	MLR for Sarah Landon
Faith Pedersen	11-204-100-106-01-059-090	Instructional Aide (4.75 hours per day)	1/NA	\$13,031.57	9/1/19-6/30/20	Replacing Eileen Rudowski (AM Session)

*Pending BTEA Contract

C. Approval of Revision of Medical Leave						
Name	Account Number	Location	Position	Type of Leave	From	To
Kristen Kries	11-000-219-104-01-168-340	WES	Assistant Principal	Paid Medical	8/1/19-8/15/19	8/1/19-9/3/19

D. Approval of Medical Leave						
Name	Account Number	Location	Position	Type of Leave	Dates	
Angelica Denino	11-000-270-160-01-462	Transportation	Bus Driver	Paid Medical FMLA	9/5/19-11/5/19	11/6/19-11/20/19

E. Approval of Substitute			
Name	Position	Rate	Dates
Sharon Salas	Substitute Nurse	\$225.00 per day Substitute School Nurse \$186.21 per day Substitute Bus Nurse (Subject to delivery of requested documents)	9/1/19-6/30/20

F. Approval of Guided Study				
Name	Account #	Position	Rate*	Dates
Michele Jordan	11-421-200-101-01-330	Guided Study	\$41 per hour	9/1/19-6/30/20

*Pending BTEA contract

G. Approval of Resignations				
Name	Account Number	Location	Position	Effective Date
Suetlana Chait	61-910-310-110-01-001	WES	Lunchroom Aide	8/28/19
Matthew Ross	11-000-240-103-01-333-020	BCMS	Assistant Principal	TBD
Sharon Tremarco	11-000-270-106-01-000-020	Transportation	Bus Aide	8/23/19

H. Approval of Transfers							
Name	Account Number	From	To	Step	Salary*	Dates	Discussion
Anne Cohen	11-000-217-106-01-000-090	WES Lunchroom Aide	Instructional Aide (4.75 hours per day)	1	\$13,031.57	9/1/19- 6/30/20	New Position
Patricia Rodgers	61-910-310-110-01-001 11-000-270-161-01-470	Instructional Aide	Lunchroom Aide (2.75 hours per day) Bus Driver (4.75 hours per day)	1	\$11.00 per hour \$28.22 per hour	10/1/19- 6/30/20 (Potentially earlier than 10/1)	Replacing Anne Cohen as WES Lunchroom Aide. Replacing Myra Bare as Bus Driver

*Pending BTEA contract

I. Approval of Revision of Personnel						
Name	Location	From	To	Rate	Dates	Discussion
Emma Ryan	BCMS	Special Education Teacher	Substitute Teacher	\$95 per day	9/1/19-6/30/20	Awaiting teacher certification

J. Approval of Salaries for 2019-2020 Non-Aligned 10 and 12 Month Staff		
Name	Position	Salary
Jennifer Anderson	Director of Curriculum	\$130,160.55
John Beisler	Network/PC Support Technician	\$49,124.75
Enea Brotzman	Human Resources Coordinator	\$57,895.20
Thessalia (Lia) Carrier	Accounts Payable	\$54,468.96
Robert Cline	Transportation Supervisor	\$109,552.57
Michael Deitrick	Maintenance Department	\$54,583.06
Cathy DiCosimo	Confidential Secretary to the Business Administrator/Board Secretary	\$63,180.34
Mikus Dudjak	Maintenance Department	\$55,947.64
Donna Eckel	School Accountant	\$67,080.00
Toni Gooding	Administrative Assistant to the Superintendent District Webmaster	\$64,500.00 \$7,687.37
John Hindmarch	Maintenance Department	\$61,178.90
Christopher Jacobsen	IT Systems Administrator	\$60,041.37
Nancy Kunz	Office Aide - Whiton	\$22,426.99
Theresa Linskey*	Business Administrator/Board Secretary	\$150,122.27
Walter Lipinski	Maintenance Department	\$54,583.06
Yan Sheng Lu	Lunchroom Aide – SBS	\$4,387.24
Orlando Macario	Head Mechanic	\$79,169.45
Gary Martin	District Courier	\$16.43 per hour
Tiffany Medwick	Lunchroom Aide - BCMS	\$4,675.00
Linda Mustillo	Lunchroom Aide - WES	\$5,475.25
Samad Mobley	Supervisor of Buildings & Grounds	\$80,000.00
Tina Neely	Director of Student Services	\$130,160.55
Rose Pellegrino	Office Aide - BCMS	\$22,426.99
Emma Priester	Transportation Office Aide	\$50,875.00
Eric Schaefer	Information Technology Manager	\$95,114.26

*\$3,000 Stipend

(ROLL CALL – ITEMS XII.A. through XII.J.)

XIII. BUSINESS

- **Report** – Charlie Tuma

(ACTION) It is recommended that Items XIII.A. through XIII.H. 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 July 1, 2019 through July 15, 2019, totaling \$1,097,318.75, and for the period August 2, 2019 through August 21, 2019, totaling \$1,042,688.05, and for the period August 22, 2019 through September 5, 2019, totaling \$1,120,591.26, and ratify the Payroll for the period August 1, 2019 through August 15, 2019, totaling \$229,772.94, and for the period August 16, 2019 through August 31, 2019, totaling \$212,462.71.

B. Secretary’s Report

The Report of the Secretary for July 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 July 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 July 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 July 2019.

E. Monthly Transfer Report

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

F. Approval of Use of District Owned Motor Vehicles

WHEREAS, the Board of Education is authorized by N.J.A.C. 6A:23A-6.12. to assign District-owned motor vehicles to certain supervisory employees whose job duties require that they be on call 24 hours per day, seven days per week; and

WHEREAS, the Board of Education has determined that Samad Mobley, Supervisor of Buildings and Grounds, and Robert Cline, Supervisor of Transportation, by their job duties qualify for the assignment of a District-owned motor vehicle pursuant to the regulation aforesaid;

NOW, THEREFORE, BE IT RESOLVED, that the following District-owned motor vehicles are hereby assigned as indicated:

- Samad Mobley - 2009 Ford F-250, 2016 Ford F-250, or 2017 Ford F-250
- Robert Cline – 2019 Ford Transit Van

BE IT FURTHER RESOLVED, that this assignment shall remain in effect for as long as deemed necessary and approved by the Superintendent;

BE IT FURTHER RESOLVED, that by accepting this assignment, the staff members identified herein shall assume all obligations set forth in N.J.A.C. 6A:23A-6.12, including but not limited to:

- (a) maintenance of vehicle use logs in order to accurately record all usage of each vehicle, including the driver, mileage, and starting and destination points;
- (b) limitation of use primarily for business purposes; however, incidental and reasonable personal use is permitted.

BE IT FURTHER RESOLVED, that the Board of Education may terminate this assignment at any time, without need of demonstrating good cause.

G. Approval of Change Orders for LED Lighting Projects at Branchburg Central Middle School and Stony Brook School

It is recommended that the Board approve a Change Order in the amount of \$18,750 from MTB Electric, LLC, for material changes to the Branchburg Central Middle School LED lighting project, to be paid by purchase order via Account #12-000-400-450-04-612, and sufficient funds are available in the 2019-2020 budget.

PURCHASE ORDER	ACTUAL	DIFFERENCE
\$164,900	\$183,650	\$18,750

It is also recommended that the Board approve a Deduct Change Order in the amount of <\$29,845.78> from Tri-State LED, Inc., for material changes to the Stony Brook School LED lighting project, with <\$4,679.81> to be credited to account #12-000-400-450-05-612, and with regard to the Branchburg Central Middle School LED lighting project, <\$25,165.97> to be credited to account #12-000-400-450-04-612.

PURCHASE ORDER	ACTUAL	DIFFERENCE
\$167,422.51	\$137,576.73	<\$29,845.78>

H. Approval of Addendum No. 1 to Shared Services Agreement

BE IT RESOLVED, that the Branchburg Township Board of Education hereby approves and authorizes the execution of Addendum No. 1 to the Shared Services Agreement with the Readington Township Board of Education for the provision of pupil transportation services to students of both school districts for the period July 1, 2019 to June 30, 2020 with terms and conditions set forth therein.

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

XIV. PUBLIC COMMENT

XV. 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

XVI. BOARD FORUM

XVII. EXECUTIVE SESSION

XVIII. ADJOURNMENT