

Branchburg Township School District
REGULAR ACTION MEETING

July 16, 2020

Board Meeting to be Live Streamed on District Website

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

- School Re-Opening Update

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.D. 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 23, 2020.

B. Approval of Job Description

It is recommended that the Board approve the following updated job description.

- Assistant Dispatcher

C. Adoption of 2020-2021 Board Goals

It is recommended that the Board adopt the 2020-2021 Board Goals.

D. Approval of Submission of 2020-2021 Comprehensive Equity Plan Statement of Assurance

It is recommended that the Board approve the submission of the 2020-2021 Comprehensive Equity Plan Statement of Assurance to the Executive County Superintendent of Schools.

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

IX. POLICY AND REGULATIONS

- **Report** – Noah Horowitz

X. EDUCATION

- **Report** – Olga Phelps

(ACTION) It is recommended that Items X.A. through X.I. 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
Implementing LGBTQ Lessons and Instructions Online	Jennifer Anderson 11-000-221-580-02-189-999	7/30/20	\$100	N/A	N/A	N/A	\$100

B. Approval of Student Teachers

Name	College/University	Certification	Location	Dates	Discussion
Eyislentd Jimenez (subject to delivery of documents)	The College of New Jersey	Elementary School Teacher in Grades K-5	WES	9/1/20-12/11/20	Cooperating Teacher Linda Abey

C. Approval of Vendors

Vendor	Account Numbers	Cost	Dates	Discussion
Leah McMorro	11-000-219-320-03-181-340	\$550 per evaluation \$100 per hour for parent meeting \$75 per hour CST staff meeting	7/6/20- 6/30/21	Educational Evaluations, parent meetings and CST staff meetings on an as needed basis. Not to exceed \$54,500
Homecare Therapies/ Horizon Healthcare	11-000-219-320-03-181-340	\$63 per hour School Nurse \$55 per hour Bus Nurse	9/1/20- 6/30/21	Nursing Services at all schools and bus transportation Not to exceed \$30,000

D. Approval of 2019-2020 Out of District Placement

Program/Location	Account Number	Student ID #	SY Tuition	SY Dates	Total Cost
Rutgers University Behavioral Health Care Piscataway, NJ	11-000-100-562-03-105-000	6422361974	\$29,155	2/25/20-6/30/20	\$29,155

E. Approval of Acceptance of Out of District Student 2020-2021 Teacher of the Deaf Services				
Sending District	Student ID #	Fee	Dates	Discussion
Dunellen School District Dunellen, NJ	4523289009	\$4,893.44	9/1/20-6/30/21	42 weeks of services for student attending Somerville High School

F. Approval of 2020-2021 Out of District Programs									
Program/Location	Account Number	Student ID #	ESY			SY			Total Cost
			Tuition	Extra Services	Dates	Tuition	Extra Services	Dates	
Chapel Hill Academy Lincoln Park, NJ	11-000-100-566-03-109-000	1882785021	\$10,560.00	N/A	7/6/20-8/14/20	\$63,360.00	N/A	9/3/20-6/22/21	\$73,920.00
NJ Institute for Disabilities/ Lakeview School Edison, NJ	11-000-100-566-03-109-000 20-250-100-500-03-644	2596035985	N/A	N/A	N/A	\$91,760.40	N/A	9/8/20-6/18/21	\$91,760.40
Collier High School Wickatunk, NJ	11-000-100-566-03-109-000	7130617798	N/A	N/A	N/A	\$62,460.00	N/A	9/9/20-6/26/21	\$62,460.00
New Road School of Somerset Somerset, NJ	11-000-100-566-03-109-000 20-250-100-500-03-644	1338742458	\$9,277.20	N/A	7/1/20-8/12/20	\$55,663.20	N/A	9/3/20-6/11/21	\$64,940.40
Celebrate the Children Denville, NJ	11-000-100-566-03-109-000 20-250-100-500-03-644	4212290701	N/A	N/A	N/A	\$73,260.00	\$27,000.00	9/8/20-6/25/21	\$100,260.00
The Educational Services Commission of NJ/Future Foundation Academy Piscataway, NJ	11-000-100-562-03-105-000	9751134352	\$3,799.00	N/A	6/29/20-8/7/20	N/A	N/A	N/A	\$3,799.00
The Educational Services Commission of NJ/Bright Beginnings Learning Center Piscataway, NJ	11-000-100-562-03-105-000	7651242493 8196428032	\$3,799.00 \$3,799.00	\$348.00 N/A	6/29/20-8/7/20	N/A N/A	N/A N/A	N/A N/A	\$7,946.00

G. Approval of Contracted Teacher of the Deaf Services for 2020-2021					
Program/Location	Account Number	Student ID #	Rate	Effective Dates	Discussion
Summit Speech School New Providence, NJ	11-000-100-566-03-109-000	1882785021	\$165 per hour (Not to exceed \$14,000)	9/3/20-6/18/21	Teacher of the Deaf services 2 hours per week

H. 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 \$2,100 per student, not to exceed \$6,300, which will be in effect from September 1, 2020 through June 30, 2021 to be paid through the general fund and sufficient funds are available in the 2020-2021 budget.

SID #2280110307
 SID #4212290701
 SID #5436371228

I. Approval of Contracted Speech and Language Therapy for 2020-2021 ESY					
Program/Location	Account Number	Student ID #	Rate	Effective Dates	Discussion
Lighthouse Speech and Language Flemington, NJ	11-000-219-320-03-181-340	3165361129	\$125 per hour (Not to exceed \$2,625)	7/20/20-9/4/20	Speech therapy, 3 days per week for 7 weeks

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

XI. HUMAN RESOURCES

- **Report** – Kristen Fabriczi

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

A. Approval of Substitutes			
Name	Position	Rate	Dates
Lynda Breckinridge	Substitute Teacher & Substitute Instructional Aide	\$95.00/\$83.33 per diem (subject to delivery of documents)	9/1/20-6/30/21
Jennifer Delaney		\$95.00/\$83.33 per diem (subject to delivery of documents)	
Alexa Harwood		\$95.00/\$83.33 per diem	
Jennifer Luceri		\$95.00/\$83.33 per diem (subject to delivery of documents)	
Alyssa Murray		\$95.00/\$83.33 per diem (subject to delivery of documents)	
Lorraine Savitt		\$95.00/\$83.33 per diem (subject to delivery of documents)	
Farreen Seirafi		\$95.00/\$83.33 per diem (subject to delivery of documents)	
Nadia Zakhary		\$95.00/\$83.33 per diem (subject to delivery of documents)	

B. Approval of Revision of Spring Teacher Academy Presenter					
Name	Account #	Position	From	To	Discussion
Ludmila Battista	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 1 hour	\$41 per hour not to exceed 2 hours	Fluency

C. Approval of Revision of ESY Hours							
Name	Account #	Position	Hours	Location	From	To	Dates
Bernadette McGovern	11-000-213-104-03-078-800	ESY Bus Nurse	As needed basis	District	\$30 per hour (not to exceed 36 hours)	\$30 per hour (not to exceed 36 hours per week)	7/1/20- 8/30/20

D. Approval of Videographer for Board of Education Meetings			
Name	Account Number	Salary	Dates
John Beisler	11-000-230-104-01-000	\$24.39 per hour	7/1/20-6/30/21

E. Approval of Maternity Leave				
Employee #	Account #	Type of Leave	Dates	Discussion
5343	11-230-100-101-01-072-090	Paid Maternity/Disability Leave of Absence NJ Family Leave Act/FMLA Unpaid Leave	10/12/20-12/4/20 12/7/20-3/5/21 3/8/21-6/30/21	Estimated date of return will be 7/1/21

F. Approval of Resignation				
Name	Account #	Position	Location	Effective Date
Michael Simko	11-130-100-101-01-021-020	Social Studies Teacher	BCMS	6/30/20

G. Approval of Extended School Year Bus Drivers			
Name	Rate	Dates	
Antonio Cornacchia	\$31.09	7/1/20-8/31/20 (As needed)	
Angelica DeNino	\$31.09		
Joyce Engesser	\$32.08		
Lucyna Nauerz	\$32.08		
Susan Reid	\$32.08		
Olga Sanchez-Gruszka	\$30.71		

H. Approval of Extended School Year Bus Aides		
Name	Rate	Dates
Catherine Leeds	\$13.24	7/1/20-8/31/20 (As needed)
Faith Moeller	\$13.24	
Nancy Vermeulen	\$13.24	

I. Approval of Revision of Maternity Leave				
Employee #	Account #	From	To	Discussion
5744	11-000-218-104-01-141-090	FMLA/NJFLA: 9/1/20-11/16/20	FMLA/NJFLA: 9/1/20-11/16/20 Unpaid Leave: 11/17/20-2/26/21	Estimated date of return will be 3/1/21

J. Approval of Retirement			
Name	Account #	Position	Effective Date
Debra Warren	11-000-213-104-01-123-020	School Nurse	8/31/20

K. Approval of Additional ESY Hours						
Name	Account Number	Position	Hours	Location	Rate of Pay	Dates
Margaret Ryan	11-213-100-101-03-078-600	ESY Staff for IEP Meetings	As needed	District	\$45.00 per hour	7/6/20-8/13/20
Margaret Ryan	11-000-219-104-03-087-340	ESY Counselor-LCSW	As needed	District	\$63.68 per hour (not to exceed 30 hours)	7/6/20-8/31/20
Janet Hoffman Debra Warren	11-000-213-104-03-078-800	ESY Shared School Nurses	As needed	District	\$63.68 per hour \$63.28 per hour (not to exceed 96 hours total)	7/6/20-8/31/20

L. Approval of Summer Stipend Position						
Name	Account Number	Position	Hours	Location	Rate of Pay	Dates
Zach Miracle	20-231-100-101-02-648	Course Completion Teacher	2.5 hours a day for 10 days	District	\$45 per hour	7/13/20-8/31/20

M. Approval of Personnel							
Name	Account #	Position	Location	Step/Level	Salary	Dates	Discussion
Jaelyn Furnari	11-130-100-101-01-021-020	Science Teacher	BCMS	1/150	\$60,835	9/1/20-6/30/21	Replacing Sarah O'Halloren

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

XII. BUSINESS

- **Report** – Charlie Tuma

(ACTION) It is recommended that Items XII.A. through XII.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 June 24, 2020 through June 28, 2020, totaling \$678,273.57, and for the period June 29, 2020, totaling \$74,924.63.

B. 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 16, 2020 through August 20, 2020 prior to the next regularly scheduled meeting of August 20, 2020 and with the approval and consent of the Superintendent of Schools, and then present said bills to the Board at the August 20, 2020 meeting for ratification.

C. 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 - 2005 Ford F-250, 2009 Ford F-250, 2016 Ford F-250, 2017 Ford F-250 or 2019 Ford F-350
- 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.

D. Approval of Revision of Architect Services for the Window Replacement Project at Stony Brook School

It is recommended that the Board approve a revised proposal submitted by Settembrino Architects, for the Window Replacement Project at Stony Brook School in the amount of \$76,750, plus reimbursable expenses, to be paid by purchase order through Account #12-000-400-450-05-612, and sufficient funds are available in the 2020-2021 budget.

E. Approval of Architect Services for the Parking Lot Expansion Project at Old York School

It is recommended that the Board approve a proposal submitted by Settembrino Architects, for the Parking Lot Expansion Project at Old York School in the amount of \$38,500, plus reimbursable expenses, to be paid by purchase order through Account #12-000-400-450-07-612, and sufficient funds are available in the 2020-2021 budget.

F. Approval of Purchase of 2020 Ford F350 Truck

It is recommended that the Board approve the purchase of a 2020 Ford F-350 SRW (F3B) XL 4WD Reg Cab 8' Box truck from Beyer Ford in Morristown, NJ which is part of the Educational Services Commission of NJ, ESC Co-Op #65MCESCCPS at a total cost of \$53,138.89, to be paid by purchase order, through account # 12-000-261-730-10-609 and sufficient funds are available in the 2020-2021 budget.

G. Approval of Paving of the Board of Education Parking Lot

It is recommended that the Board approve Murray Contracting LLC, which is part of the ESCNJ 18/19-66 State Approved Coop #65 MCESCCPS to pave the Board of Education Office Parking Lot at a total cost of \$113,856.07, to be paid by purchase order, through account # 12-000-400-450-04-612 and sufficient funds are available in the 2020-2021 budget.

H. Approval of Painting of the Whiton Elementary School Gym and Cafeteria

It is recommended that the Board approve Onpointe Service Group to paint the Whiton Gymnasium and Cafeteria - Interior painting of walls and ceilings at a total cost of \$31,000, to be paid by purchase order, through account # 11-000-261-420-08-411 and sufficient funds are available in the 2020-2021 budget.

I. Approval of Sale of Solar Renewal Energy Credits

WHEREAS, the Branchburg Board of Education examined the proposals received for the sale of Solar Renewal Energy Credits (SREC) and recommends that the contract be awarded to Howard Fleischer, Managing Partner NJSREC.com for the sale of 57 Solar Renewal Energy Credits at a price of:

- NJ 2019 Energy Year SREC (June 2019-November 2019)
29 credits @ \$223.25 per credit.
- NJ 2019-2020 Energy Year SREC (December 2019-June 2020)
28 credits @ \$223.25 per credit.

For a total of \$12,725.25.

NOW, THEREFORE BE IT RESOLVED that the Board of Education President is authorized to execute the Contracts with the Secretary on behalf of the Board.

J. Approval of Amendment to the Agreement with Delta Dental of New Jersey

It is recommended that the Board approve the Amendment to the Agreement with Delta Dental of New Jersey, pursuant to its terms, for the period July 1, 2020 to June 30, 2022.

K. Approval of Donation from LIXIL Group

It is recommended that the Board approve 120 face shields for district wide use, to be donated by LIXIL Group.

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

XIII. PUBLIC COMMENT

XIV. BOARD LIAISON REPORTS

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

XV. BOARD FORUM

XVI. EXECUTIVE SESSION

XVII. ADJOURNMENT