

**Branchburg Township School District**  
**REGULAR ACTION MEETING**

November 19, 2020

**Board Meeting to be Live Streamed on YouTube**

**Public Meeting 6:30 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. BOARD CERTIFICATION TRAINING**

**VI. SUPERINTENDENT’S REPORT**

- Branchburg Central Middle School – 3<sup>rd</sup> Annual Principal’s Kindness Recognition
  - Gianni D – 6<sup>th</sup> Grade
  - Gitashri K – 6<sup>th</sup> Grade
  - Casey B – 7<sup>th</sup> Grade
  - Sarah G – 7<sup>th</sup> Grade
  - Eva S – 8<sup>th</sup> Grade
  - Lisette S – 8<sup>th</sup> Grade
  - Treasure C – 7<sup>th</sup> Grade
  - Briyanna C – 7<sup>th</sup> Grade
  - Nilajza C – 7<sup>th</sup> Grade
  - Julia S – 7<sup>th</sup> Grade
- Presentation: 2019-2020 Anti-Bullying Self-Assessment Grades

**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.C. 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 November 5, 2020.

**B. Approval of 2019-2020 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	74	78
Stony Brook School	73	78
Branchburg Central Middle School	72	78

**C. Approval of Submission of School Year 2021 NJ QSAC District Performance Review**

In accordance with requirement of New Jersey Quality Single Accountability Continuum (QSAC), it is recommended that the Board approve submission of School Year 2021 NJ QSAC District Performance Review.

**(ROLL CALL – ITEMS VIII.A. through VIII.C.)**

**IX. POLICY AND REGULATIONS**

- **Report** – Noah Horowitz

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

<b>A. Policy and Regulations First Reading</b>		
Policy/Regulation	Title	Discussion
Regulation 7410.01	Facilities Maintenance, Repair Scheduling, and Accounting (M)	New

**(ROLL CALL – ITEM IX.A.)**

**X. EDUCATION**

- **Report** – Olga Phelps

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

**A. Approval of Revisions to Curriculum**

It is recommended that the Board approve the following revised curriculum documents:

- Grades K-8 Mathematics (including Foundations of Pre-Algebra 6, Pre-Algebra 6, Pre-Algebra 7, Algebra 7, Algebra Connections, Algebra 8 and Geometry)
- Grades K-8 English Language Arts
- Grades K-1 Foundations
- Grades K-8 Science
- Grades K-8 Social Studies
- Grades K-8 Health
- Grades K-8 Physical Education
- Grades K-8 Technology
- Grades K-8 World Language
- Grades K-8 Music
- Grades K-8 Art
- Grade 8 Financial Literacy

**B. Approval of New Curriculum**

It is recommended that the Board approve the following new curriculum documents:

- Grades 2-3 Foundations
- Grades 6-8 Dance
- Grades 6-8 Theatre Arts

**C. 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
Creating and Sustaining Culturally Responsive Practices in Schools and Districts Virtual	Matthew Barbosa 11-000-223-580-04-144-020	11/23/20	\$60	N/A	N/A	N/A	\$60

**(ROLL CALL - ITEMS X.A. through X.C.)**

**XI. HUMAN RESOURCES**

- **Report** – Kristen Fabriczi

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

A. Approval of Retirement				
Name	Account Number	Position	Location	Effective Date
Joan Baier	11-120-100-101-01-012-090	Teacher	WES	12/31/20

B. Approval of Extended Day Counseling					
SID #	Teacher	Position	Account Number	Hourly Rate	Dates
3986334513	Margaret Ryan	LCSW	11-000-218-104-01-141-020	\$63.68 per hour (1 hour per week, not to exceed 31 hours total)	11/23/20-6/30/21
8783419841	Margaret Ryan	LCSW	11-000-218-104-01-141-020	\$63.68 per hour (45 minutes per week, not to exceed 24 hours total)	11/20/20-6/30/21

C. Approval of Revision of Leave			
Employee #	Account Number	From	To
4023	11-120-100-101-01-012-090	FFCRA: 9/1/20-11/20/20	FFCRA: 9/1/20-9/16/20 Accumulated Sick: 9/17/20-12/23/20
4229	11-120-100-101-01-012-090	FFCRA: 9/1/20-11/20/20	FFCRA: 9/1/20-9/16/20 Accumulated Sick: 9/17/20-12/23/20
5815	61-910-310-110-01-001	FFCRA: 9/8/20-9/21/20 Accumulated Sick: 9/22/20-10/12/20 Unpaid Leave: 10/13/20-11/25/20	FFCRA: 9/8/20-9/21/20 Accumulated Sick: 9/22/20-10/12/20 Unpaid Leave: 10/13/20-2/17/21
5329	11-216-100-106-01-059-090	FFCRA: 9/8/20-9/21/20 Paid Sick Leave: 9/22/20-11/18/20 FMLA: 11/19/20-11/30/20	FFCRA: 9/8/20-9/21/20 Paid Sick Leave: 9/22/20-11/18/20 FMLA: 11/19/20-2/26/21
5219	11-000-270-160-01-462	Paid Sick Leave 9/8/20-11/27/20	Paid Sick Leave 9/8/20-Until further notice
4962	11-424-100-178-01-013-020	Paid Sick Leave 10/5/20-12/7/20	Paid Sick Leave 10/5/20-12/18/20

D. Approval of Revision of Maternity Leave				
Employee #	Account Number	From	To	Discussion
5747	11-000-216-101-01-063-020	FMLA/NJFLA: 9/1/20-11/16/20	FMLA/NJFLA: 9/1/20-12/2/20	Estimated date of return is 12/3/20
5744	11-000-218-104-01-141-090	FMLA/NJFLA: 9/1/20-11/16/20 Unpaid Leave: 11/17/20-2/26/21	FMLA/NJFLA: 9/1/20-12/2/20 Unpaid Leave: 12/3/20-2/26/21	Estimated date of return is 3/1/21

E. Approval of Revision of Personnel Appointments								
Name	Account Number	Position	Location	Step/Level	Salary	From	To	Discussion
Alison Beebe	11-120-100-101-01-012-090	Teacher	WES	2/150	\$60,835 (prorated)	Leave Replacement 9/8/20-11/24/20	Teacher 1/4/21-6/30/21	Class size reduction. New position.
Melissa Donaway	11-120-100-101-01-012-090	Teacher	WES	1/BA	\$58,685 (prorated)	Leave Replacement 9/8/20-12/11/20	Leave Replacement 9/8/20-12/23/20 Teacher 1/4/21-6/30/21	Class size reduction. New position.

<b>E. Approval of Revision of Personnel Appointments (continued)</b>								
Name	Account Number	Position	Location	Step/Level	Salary	From	To	Discussion
Emily Lloyd	11-120-100-101-01-012-090	Teacher	WES	1/BA	\$58,685 (prorated)	Leave Replacement 9/2/20-12/23/20	Teacher 1/4/21-6/30/21	Class size reduction. New position.
Victoria Maldonado	11-120-100-101-01-012-060	Teacher	SBS	1/BA	\$58,685 (prorated)	9/1/20-12/2/20	9/1/20-5/31/21	Leave replacement for employee #4371 & leave replacement for employee #5597.
Karen Palko	11-120-100-101-01-012-090	Teacher	WES	1/BA	\$58,685 (prorated)	Leave Replacement 9/1/20-11/20/20	Leave Replacement 9/1/20-12/23/20 Teacher 1/4/21-6/30/21	Class size reduction. New position.
Stephanie Phibbs	11-120-100-101-01-012-090	Teacher	WES	1/BA	\$58,685 (prorated)	Leave Replacement 9/1/20-11/20/20	Leave Replacement 9/1/20-12/23/20 Teacher 1/4/21-6/30/21	Class size reduction. New position.

<b>F. Approval of Revision of Mentoring</b>			
Name	Mentor	From	To
Victoria Maldonado	Abbie Sutherland	9/1/20-12/2/20 Fee: \$550 (prorated)	9/1/20-6/30/21 Fee: \$550
Karen Palko	Tara Forsyth	9/1/20-11/20/20 Fee: \$1,000 (prorated)	9/1/20-6/30/21 Fee: \$1,000

<b>G. Approval of Substitutes</b>			
Name	Position	Rate	Dates
Alison Beebe	Substitute Teacher	\$95 per day	11/25/20-12/23/20
Jihye Kim	Substitute Nurse (subject to delivery of documents)	\$225 per day	11/20/20-6/30/21

<b>H. Approval of Personnel</b>						
Name	Account Number	Position	Location	Step	Rate	Dates
Cheryl Goldsmith	11-000-270-160-01-462 11-000-270-161-01-470	Bus Driver (subject to delivery of documents)	Transportation	2	\$30.14 4.75 hours per day	11/25/20-6/30/21

<b>I. Approval of Extracurricular School Activity Aide</b>					
SID #	Teacher	Position	Account Number	Hourly Rate	Dates
3248981936	Katherine Aldabagh	Extracurricular Aide	11-000-217-106-01-000-020	\$16.33 per hour (1 hour per day, 2 days per week, not to exceed 64 hours total)	11/20/20-6/30/21

<b>J. Approval of Extracurricular School Activity Aides</b>					
Name	Account Numbers	Hourly Rate	Dates	Discussion	
Katherine Aldabagh Robin DiBetta Vedha Saranathan	11-000-217-106-01-000-020 11-000-217-106-01-000-060 11-000-217-106-01-000-090	To be paid regular hourly rate as needed. (not to exceed a total of 40 hours)	11/20/20-6/30/21	As needed	

**(ROLL CALL – ITEMS XI.A. through XI.J.)**

## **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 November 6, 2020 through November 19, 2020, totaling \$1,497,669.82, and ratify the Payroll for the period November 1, 2020 through November 15, 2020, totaling \$927,867.64.

**B. Secretary’s Report**

The Report of the Secretary for October 2020 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 2020 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 2020-2021 fiscal year.

**C. Treasurer’s Report**

It is recommended that the Treasurer’s Report for the month of October 2020 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 2020.

**E. Monthly Transfer Report**

It is recommended that the Board approve the October 2020 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 equipment through GovDeals.

**WHEREAS**, the School District is the owner of the 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 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 OTC Air Oil Drain Container	1 Firepower FP200 Welder	1 Trynex Spreader
1 Robinair SPX Cooltech 34134Z Air Conditioning Unit		
1 Delta Consolidated 88 Gallon Truck Tank and Fill-Rite Pump for Truck Use		

- (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 School Security Grant Application**

It is recommended that the Branchburg Township Board of Education approve the submission of a School Security grant application in the amount of \$75,961.

**(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.....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**