

REGULAR MEETING MINUTES

April 16, 2020

Remote Meeting - Live Streamed on District Website

Executive Session - 6:30 p.m.

Public Meeting – 8:00 p.m.

I. CALL TO ORDER

On a motion by Mr. Sarles, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to convene to public session at 6:52 p.m.

The meeting was called to order at 6:52 p.m. by Board President, Theresa Joyce, who stated that the meeting was convened in compliance with the provisions of Chapter 231, P.L. 1975, the Sunshine Law; notices were sent to the *Courier News*, filed with the Township Clerk and posted in the Branchburg Township Schools.

The following members of the Board of Education were present: Vincent Carpentier, Cathy Curcio, Kristen Fabriczi, Noah Horowitz, Theresa Joyce, Olga Phelps, Keerti Purohit, Jonathan Sarles and Charles Tuma.

The following members were absent: None

Also present were: Superintendent of Schools Rebecca Gensel and Business Administrator/Board Secretary Theresa Linskey.

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Mr. Sarles, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene to Executive Session at 6:52 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mrs. Fabriczi, seconded by Mr. Sarles, and carried unanimously, the Board agreed to adjourn Executive Session at 7:40 p.m.

On a motion by Mrs. Fabriczi, seconded by Mr. Sarles, and carried unanimously, the Board agreed to reconvene to public session at 8:06 p.m.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT’S REPORT

Ms. Gensel shared highlights of the distance learning that the teachers have been doing throughout the district.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

Motion by Mrs. Fabriczi, seconded by Mr. Sarles that Items VIII.A. through VIII.C. be moved upon the recommendation of the Superintendent.

On call of the vote, Items VIII.A. through VIII.C. were approved by Roll Call, with Mrs. Purohit abstaining on Item VIII.A.

Mrs. Joyce spoke about the following correspondence she received:

- Spring Sports Coaches at Branchburg Central Middle School sent an email asking how stipends will be paid; and
- Mr. Mike Merchant sent an email, along with a video, about Monarch Butterflies.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of March 12, 2020.

B. Approval of Job Description

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

- School Secretary
- School Clerk
- School Business Administrator/Board Secretary

C. Approval of Harassment, Intimidation, and Bullying Report			
Building	Incident #	Date	Discussion
BCMS	SSDS# 047963	02/25/20	BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident did meet the criteria of H.I.B. as defined in N.J.18A:37-14.

IX. POLICY

There was no Policy Committee report.

Mr. Horowitz said Strauss Esmay has posted a new policy Alert, and those policies will be on the May 7, 2020 agenda for first reading.

X. EDUCATION

There was no Education Committee report.

XI. HUMAN RESOURCES

Motion by Mrs. Fabriczi, seconded by Mr. Sarles that Items XI.A. through XI.D., be moved upon the recommendation of the Superintendent.

On call of the vote, Items XI.A. through XI.D., were unanimously approved by Roll Call.

There was no Human Resources Committee report.

A. Approval of Maternity Leave				
Employee #	Account #	Type of Leave	Dates	Discussion
5744	11-000-218-104-01-141-090	FMLA/NJFLA	9/1/20-11/16/20	Estimated date of return will be 11/17/20

B. Approval of Revision of Maternity Leave					
Employee #	Account #	Type of Leave	From	To	Discussion
5747	11-000-216-101-01-063-020	FMLA/NJFLA	9/1/20-11/25/20	9/1/20-11/16/20	Estimated date of return will be 11/17/20

C. 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 10/30/19-4/30/20	\$1,500 per month 10/30/19-6/30/20

D. Approval of Revision of Personnel						
Name	Account #	Position	Location	From	To	To
Richard Chromey	11-230-100-101-01-072-090	Acting Assistant Principal	WES	\$550 per day	\$68.75 per hour (not to exceed 10 hours per week)	4/17/20-6/30/20

XII. BUSINESS

Motion by Mr. Tuma, seconded by Mr. Sarles that Items XII.A. through XII.F. be moved upon the recommendation of the Superintendent.

On call of the vote, Items XII.A. through XII.F. were approved by Roll Call.

There was no Business Committee report.

A. Bill List

It is recommended that the Board approve the List of Bills for the period March 14, 2020 through March 25, 2020, totaling \$943,731.21, and for the period March 26, 2020 through April 8, 2020, totaling \$288,127.41, and ratify the Payroll for the period March 14, 2020 through March 30, 2020, totaling \$956,916.73.

B. Secretary's Report

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

C. Treasurer's Report

It is recommended that the Treasurer's Report for the month of March 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 March 2020.

E. Monthly Transfer Report

It is recommended that the Board approve the March 2020 Monthly Transfer Report.

F. Approval of Agreement Covering Continuing Disclosure Agent Services

It is recommended that the Board approve an Agreement between Phoenix Advisors, LLC and the Branchburg Township Board of Education to continue to act as Continuing Disclosure Agent and Independent Registered Municipal Advisor for fiscal year 2020-2021 at a fee of \$1,000 to be paid from account #11-000-230-339-01-001, and sufficient funds are available in the 2020-2021 budget.

XIII. PUBLIC COMMENT

Ana Warren, 257 Miller Avenue, had a question regarding teachers recording Google Hangouts videos for their records. She questioned where the videos will be stored, for how long, parental consent, and what security and privacy is set on the devices.

Ms. Gensel will follow up with the Technology Department and respond to Ms. Warren's questions.

XIV. BOARD LIAISON REPORTS

Mrs. Fabriczi spoke about the following:

- Somerville School District is moving into Phase II of their flexible learning;
- Teachers will be providing opportunities for students to interact with their teachers live through Morning Meeting or Office Hours. Mrs. Fabriczi noted that these opportunities are optional;

- March 3, 2020 was Peer Leadership Family Night at Somerville High School;
- Kylie McLaughlin and Madison Bayles, Somerville High School students, had their artwork displayed at the New Jersey Youth Art Month Exhibition. Kylie McLaughlin was named the State winner; and
- Mrs. Fabriczi congratulated the cast of Hello Dolly for their March 5, 6 and 7, 2020 performance.

Mr. Carpentier spoke about the following:

- New Jersey School Boards Association cancelled all in-person meetings until mid-May;
- New Jersey School Boards Association is posting webinars and podcasts, which are sending information out on how to cope with the current health situation; and
- At this time, the October 2020 Conference is still scheduled to take place.

Mrs. Joyce spoke about the Branchburg Township Committee meeting she watched, which was held on April 12, 2020.

XV. BOARD FORUM

Mrs. Purohit thanked the teachers for all they do during this new way of teaching and learning.

Mr. Horowitz expressed how well the district and community have come together to support each other during this time.

Mr. Sarles said he was humbled as a parent to see the great job the teachers and administration are doing during this time.

Mrs. Fabriczi thanked the teachers, administration and families for all they are doing during this time.

Mrs. Phelps thanked the teachers and staff for all they are doing.

Mr. Carpentier thanked the teachers and administration for all that they do.

Mrs. Curcio said she was impressed with the parents, teachers, administration and community support.

Ms. Gensel spoke about the following:

- She was able to attend Branchburg Central Middle School's wonderful production of The Adams Family;
- The Somerset County food banks are in need of donations; and
- She also attended the wonderful production of Hello Dolly at Somerville High School.

Ms. Linskey thanked the Business Office Staff, the Transportation Department and the Custodial Staff for all they are doing during this time.

Mrs. Joyce spoke about the following:

- She thanked the administration, teachers and staff for all they are doing;
- She visited the different classroom websites; and
- The next virtual Board meeting will be held on May 7, 2020 where the final budget will be presented.

XVI. EXECUTIVE SESSION

There was no second Executive Session.

XVII. ADJOURNMENT

On a motion by Mrs. Fabriczi, seconded by Mr. Sarles, and carried unanimously, the Board agreed to adjourn at 8:50 p.m.

Respectfully Submitted,



Theresa Linskey
School Business Administrator/Board