

**REGULAR MEETING MINUTES**

February 20, 2020

**Executive Session - 6:30 p.m.**

**Public Meeting – 8:00 p.m.**

Board of Education Office

Board Conference Room

**I. CALL TO ORDER**

On a motion by Mr. Tuma, seconded by Mr. Sarles, and carried unanimously, the Board agreed to convene to public session at 6:50 p.m.

The meeting was called to order at 6:50 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, Kristen Fabriczi, Noah Horowitz, Theresa Joyce, Olga Phelps (arrived at 7:04 p.m.), Keerti Purohit, Jonathan Sarles and Charles Tuma.

The following member was absent: Cathy Curcio.

Also present were: Superintendent of Schools Rebecca Gensel (left at 8:55 p.m.) and Business Administrator/Board Secretary Theresa Linskey (left at 8:55 p.m.).

**II.** The Secretary called the roll.

**III. CALL TO EXECUTIVE SESSION**

On a motion by Mr. Sarles, seconded by Mr. Tuma, and carried unanimously, the Board agreed to convene to Executive Session at 6:50 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mr. Tuma, seconded by Mrs. Purohit, and carried unanimously, the Board agreed to adjourn Executive Session at 8:05 p.m.

On a motion by Mrs. Purohit, seconded by Mr. Tuma, and carried unanimously, the Board agreed to reconvene to public session at 8:11 p.m. with 20 members of the public present.

**IV.** The assembly saluted the flag.

**V.** Statement of Adequate Notice

## VI. SUPERINTENDENT'S REPORT

Ms. Gensel recognized district student artists whose artwork is displayed in the Board of Education Conference Room. The artists attended the Board meeting with their families, and spoke about the art they did and how they came up with the design.

Ms. Gensel did a presentation on the Branchburg-Somerville Joint Professional Development Day which was held on February 14, 2020.

## VII. PUBLIC COMMENT

Nicole Kepner, 2311 Monica Place, Scotch Plains, and teacher at Branchburg Central Middle School, spoke to the Board regarding the successful Branchburg-Somerville Joint Professional Development Day. She asked the Board, going forward, to consider paying the committee members for the hours they put in to make the next professional development another success, instead of paying an outside consultant.

## VIII. GOVERNANCE

Motion by Mr. Horowitz, seconded by Mr. Sarles that Item VIII.A. be moved upon the recommendation of the Superintendent.

On call of the vote, Item VIII.A. was approved by Roll Call.

There was no Governance Committee report.

### A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of February 6, 2020.

## IX. POLICY

There was no Policy Committee report.

## X. EDUCATION

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

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

There was no Education Committee report.

**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/Airfare	Total
Foreign Language Educators of NJ 2020 Annual Conference Iselin, NJ	Teresa DoVale 11-000-223-580-04-144-020	3/27/20	\$185.00	N/A	N/A	N/A	\$185.00
Foreign Language Educators of NJ 2020 Annual Conference Iselin, NJ	Victoria Gerry 11-000-223-580-08-144-090	3/27/20	\$135.00	N/A	N/A	\$7.44	\$142.44
IC Bus University 2020 Tulsa, OK	Adam Markiewicz 11-000-270-580-07-000	7/13/20- 7/17/20	N/A	\$625.00	\$100.00	\$800.00	\$1,525.00
IC Bus University 2020 Tulsa, OK	Orlando Macario 11-000-270-580-07-000	7/13/20- 7/17/20	N/A	\$625.00	\$100.00	\$800.00	\$1,525.00
School Bus Driver Safety Seminar Columbus, NJ	Benjamin Bretherick 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Janet Conlon 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Joyce Engesser 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Christine Fawcett 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Carolyn Girvan 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	David Harris 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Antoinette Lorenc 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Lucyna Nauerz 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Edna Petritsch 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Susan Reid 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
School Bus Driver Safety Seminar Columbus, NJ	Olga Sanchez-Gruszka 11-000-270-580-07-000	3/7/20	\$20.00	N/A	N/A	N/A	\$20.00
Coaches Group – Mt. Horeb School Warren, NJ	Kelly Boyle N/A	2/26/20	N/A	N/A	N/A	N/A	N/A
Coaches Group – Mt. Horeb School Warren, NJ	Lauren Knoke N/A	2/26/20	N/A	N/A	N/A	N/A	N/A
Coaches Group – Mt. Horeb School Warren, NJ	Erica Landesberg N/A	2/26/20	N/A	N/A	N/A	N/A	N/A
Guided Math Conference New Brunswick, NJ	James Landry 11-000-223-580-05-144-060	3/24/20	\$289.00	N/A	N/A	N/A	\$289.00
Why We Bully: Talking About Race New Brunswick, NJ	Vincenzina Mlenak N/A	3/18/20	N/A	N/A	N/A	N/A	N/A
The Connected Action Roadmap Monroe Township, NJ	Danielle Puglisi 11-000-223-580-04-144-020 11-000-223-580-02-144-999	4/2/20	\$149.00	N/A	N/A	\$18.55	\$167.55

B. Approval of Field Trips			
Trip	Teachers	Grade	Purpose
Raritan Valley Community College Branchburg, NJ	Krissy DeNicuolo	BCMS Jazz Band	BCMS Jazz Band has been invited to perform at the Somerset County Teacher of the Year Breakfast.
Allergan Branchburg, NJ	Susanne Updegrove	6-8	Visit to Allergan on BCMS Enrichment Day. Students will learn about the manufacturing process, history of the company and tour the building.

C. Approval of Fundraiser/Service Project				
School	Group	Event Coordinators	Dates	Purpose
BCMS	Drama Club	Nicole Kepner	2/21/20- 3/14/20	Assist in offsetting the costs of production that cannot be covered by ticket sales by the sale of space in the playbill and the sale of flowers and concessions during the evenings of the drama performances.
BCMS	Student Council	Wendy Michels	3/2/20- 3/6/20	For Read Across America Week, grades 6, 7, and 8 will compete to see who can collect the most book. The donated books will be given to Woodrow Wilson School in New Brunswick, NJ.

D. Approval of Contracted Educational Services							
Vendor	Account Number	Student ID#	Rate	# of Hours (not to exceed)	Total (not to exceed)	Effective Dates	Discussion
Brookfield Schools/ For KEEPS Program New Brunswick, NJ	11-150-100-320-03-069-090	3739685797	\$45 per hour	10 hours per week	\$4,500	2/14/20- 5/8/20	Educational Services

## XI. HUMAN RESOURCES

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

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

Mrs. Fabriczi said the Human Resources Committee met to discuss confidential items which cannot be disclosed at this time.

A. Approval of Resignation				
Name	Account #	Position	Location	Effective Date
Jocelyn Muzycko	11-424-100-178-01-013-090	Stem Coach 3-5	WES/SBS	3/20/20

B. Approval of Personnel							
Name	Account #	Position	Location	Step/Level	Salary	Dates	Discussion
Ruth Pluyers	11-120-100-101-01-012-090	Leave Replacement Teacher	WES	1/BA	\$57,505 (prorated)	2/18/20-6/30/20	Replacing #5059

C. Approval of Spring Teacher Academy Presenters				
Name	Account #	Position	Rate	Discussion
Kelly Boyle	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 12 hours	A Teacher's Guide to Reading Conferences
Kelly Boyle	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 12 hours	Word Nerds: Vocabulary Strategies That Can Be Incorporated Throughout the Day
Kelly Boyle	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 9 hours	Quick and Easy Ways to Support Multisensory Phonics Instruction Strategies
Kelly Boyle	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	Hands on Social Studies
Michelle Dooley	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	Fluency Doesn't Just Happen With Addition and Subtraction Book Study
Michelle Dooley	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 1.5 hours	Conferring in the Elementary Classroom
Lauren Knoke	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 16 hours	A Teacher's Guide to Writing Conferences Book Study
Erica Landesberg	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 9 hours	Unshakeable: 20 Ways to Enjoy Teaching...No Matter What Book Study
Jocelyn Muzychko	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	Teaching Science Using the Cross-Cutting Concepts
Jocelyn Muzychko	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	How to Pull Linkit Reports for Different Purposes
Danielle Puglisi	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Integrating Financial Literacy into Your Curriculum
Danielle Puglisi	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Using Khan Academy for Differentiated Instruction Based on MAP scores
Danielle Puzzo	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Enhance Interactive Read Alouds
Catie Rello	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 1.5 hours	Conferring in the Elementary Classroom
Catie Rello	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	Fluency Doesn't Just Happen: With Addition and Subtraction Book Study- 6 hours
Amanda Roper	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	Foundations Even MORE Centers to Support Phonics Instruction

D. Approval of Medical Leave			
Employee #	Type of Leave	Dates	Discussion
4706	Paid Sick Leave	2/18/20-7/16/20	Estimated date of return is 7/17/20

E. Approval of Position Change					
Name	Account #	From	To	Rate	Dates
Patricia Rodgers	11-000-251-100-01-529	Lunchroom Aide	Payroll Coordinator	\$23.08 per hour (2.75 hours per day)	3/2/20-6/30/20

## XII. BUSINESS

Motion by Mr. Tuma, seconded by Mrs. Purohit that Items XII.A. through XII.G. be moved upon the recommendation of the Superintendent.

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

Mr. Tuma said the Business Committee met on February 10, 2020 and discussed the following:

- Buildings and Grounds on-going capital projects;
- Long Range Facility Plan;
- Budget;
- Budget presentation will be given at the March 12, 2020 Board of Education meeting;
- Offsite training for the district's bus mechanics; and
- Old York School well.

### A. Bill List

It is recommended that the Board approve the List of Bills for the period January 1, 2020 through January 31, 2020 totaling \$915,202.08 and for the period February 7, 2020 through February 20, 2020, totaling \$1,849,347.29, and ratify the Payroll for the period February 1, 2020 through February 13, 2020, totaling \$973,569.64.

### B. Secretary's Report

The Report of the Secretary for January 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 January 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 January 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 January 2020.

**E. Monthly Transfer Report**

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

**F. Approval of Submission of the Minor Amendment to the Long Range Facility Plan**

It is recommended that the Board approve the submission of the minor amendment to the Long Range Facility Plan to the Commissioner of Education.

**G. Approval of Use of School Bus**

It is recommended that the Board approve the use of a school bus to transport district bus drivers to Northern Burlington County Regional Middle School, Columbus, New Jersey, to attend a School Bus Driver Safety Seminar on March 7, 2020.

**XIII. PUBLIC COMMENT**

RandiLee Childers, 68 Tussel Lane, Scotch Plains, and President of the Branchburg Township Education Association, spoke to the Board about the following:

- The dedication the staff gave to make the Branchburg-Somerville Joint Professional Development Day a success;
- She welcomed Ruth Pluymers to the district; and
- She thanked Jocelyn Muzychko for her years of service and dedication to the students of the Branchburg Township School District.

Deborah Glicklich, 101 South Woodland Avenue, Middlesex, and teacher at Branchburg Central Middle School, thanked everyone on the Branchburg-Somerville Joint Professional Development Day committee for their time and dedication in making the day a success.

**XIV. BOARD LIAISON REPORTS**

Mrs. Fabriczi attended the Somerville Board of Education meeting and spoke about the following:

- Three high school seniors were named National Merit Finalists for 2020;
- The high school held a parent information session at the end of January for incoming freshmen students;
- Junior college planning night was held in late January;
- Somerset County Consumer Bowl;
- The student Board Member reported that the Valkyrie Winter issue has come out;
- Valentine's Celebration;
- Hello Dolly will premiere in March;
- Mock trial debate team won their last case; and
- Somerville tuition contract.

Mr. Sarles said he will be having a tour of the Somerset County Educational Services Commission facility on April 1, 2020.

Mr. Carpentier went over the upcoming New Jersey School Boards Association's training sessions and meeting dates.

Mrs. Joyce, along with Mrs. Curcio and Mr. Tuma, attended the Coffee with the Mayor event where the following topics were discussed:

- New Bridge;
- Potential use of open space funds; and
- Affordable housing plan.

Mrs. Joyce said Branchburg Township hired between 7 and 8 new Police Officers.

Mrs. Purohit said the Pocketbook Bingo event is scheduled for May 1, 2020.

## **XV. BOARD FORUM**

Mrs. Fabriczi said she was appointed to the Technology Committee and Security Committee at Somerville. She feels Branchburg is having a better relationship with Somerville.

Mr. Sarles said he appreciates that the Board allows the students to highlight their art pieces. He said art is very meaningful and fulfilling for the students.

Mr. Tuma said he attended the Somerset County Board meeting where the following topics were discussed:

- State legislature is now starting budget negotiations;
- Bullying;
- Sustainability;
- Fostering board communication; and
- There is a tentative meeting scheduled for the end of May or the beginning of June.

Ms. Gensel welcomed Ruth Pluymers to the District.

Ms. Gensel thanked Jocelyn Muzychko for her years of service with the District.

Mrs. Joyce spoke about the following:

- Thanked Jocelyn Muzychko for her years of service with the District;
- An article on teacher coaching;
- She watched Branchburg Central Middle School's "The Scoop";
- 5<sup>th</sup> grade D.A.R.E. graduation is on February 25, 2020 at Stony Brook School; and
- The Branchburg Central Middle School Drama Club's production of "The Adams Family" will be held on March 13 and March 14, 2020.

**XVI. EXECUTIVE SESSION**


On a motion by Mr. Horowitz, seconded by Mrs. Purohit, and carried unanimously, the Board agreed to convene to executive session at 8:52 p.m. to discuss Superintendent contract.

On a motion by Mr. Tuma, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to adjourn executive session at 9:45 p.m.

**XVII. ADJOURNMENT**

On a motion by Mr. Tuma, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to adjourn at 9:45 p.m.

Respectfully Submitted,

  
Theresa Linskey  
School Business Administrator/Board