

Branchburg Township School District

REGULAR MEETING MINUTES

March 12, 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 7:06 p.m.

The meeting was called to order at 7:06 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, Theresa Joyce, Jonathan Sarles and Charles Tuma.

The following members were absent: Noah Horowitz, Olga Phelps and Keerti Purohit.

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 Mrs. Fabriczi, seconded by Mrs. Curcio, and carried unanimously, the Board agreed to convene to Executive Session at 7:06 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mrs. Fabriczi, seconded by Mrs. Curcio, and carried unanimously, the Board agreed to adjourn Executive Session at 7:50 p.m.

On a motion by Mrs. Fabriczi, seconded by Mr. Tuma, and carried unanimously, the Board agreed to reconvene to public session at 8:06 p.m. with 4 members of the public present.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Ms. Gensel and Ms. Linskey gave a presentation on the preliminary budget for the 2020/2021 school year.

Ms. Gensel read a letter, which was sent out to Branchburg parents and district staff, regarding the school closure procedures and the implementation of a distance learning plan due to COVID-19.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

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

On call of the vote, Items VIII.A. through VIII.F. were approved by Roll Call, with Mrs. Fabriczi "Naye" on Item VIII.B., Mrs. Curcio abstaining on Item VIII.A. and "Naye" on Item VIII.B., and Mr. Tuma "Naye" on Item VIII.E.

Mrs. Joyce read a letter she received from students at Branchburg Central Middle School who are involved in a social change project called Paws for Less Stress. The students were asking for approval to have therapy dogs brought into the classrooms to help ease anxiety for some students.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of February 20, 2020.

| B. Approval of Harassment, Intimidation, and Bullying Report | | | |
|---|-------------------|-------------|---|
| Building | Incident # | Date | Discussion |
| BCMS | SSDS# 002571 | 10/10/19 | BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident did not meet the criteria of H.I.B. as defined in N.J.18A:37-14. |

C. Approval of 2020 - 2021 School District Calendar

It is recommended that the Board approve the 2020-2021 School District Calendar.

D. Approval of 2020 - 2021 Holiday Calendar for 12 Month Staff

It is recommended that the Board approve the 2020-2021 Holiday Calendar for the 12 Month Staff.

E. Approval of Summer Calendar for all District Offices

It is recommended that the Board approve the summer calendar for all District offices, Monday through Thursday, 8:00 a.m. to 4:15 p.m., July 1, 2020 through August 31, 2020.

F. Approval of Revised 2019 - 2020 School District Calendar

It is recommended that the Board approve the revised 2019-2020 School District Calendar.

IX. POLICY

There was no Policy Committee report.

X. EDUCATION

Motion by Mrs. Fabriczi, seconded by Mrs. Curcio that Items X.A. through X.G. be moved upon the recommendation of the Superintendent.

On call of the vote, Items X.A. through X.G. 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 | Total |
|--|---|---------------------|---------------------|----------|----------------|----------------------------|----------|
| NJ Government Management Information Sciences Educational Tech Conference Somerset, NJ | Christopher Jacobsen 11-000-252-580-09-145 | 4/2/20 | \$50.00 | N/A | N/A | \$9.18 | \$59.18 |
| NJ Government Management Information Sciences Educational Tech Conference Somerset, NJ | Eric Schaefer 11-000-252-580-09-145 | 4/2/20 | \$50.00 | N/A | N/A | \$9.49 | \$59.49 |
| Arts in Education Roundtable New York, NY | Christopher Boehm 11-000-223-580-08-144-090 11-000-223-580-02-144-999 | 4/15/20- 4/16/20 | \$200.00 | \$208.90 | \$26.00 | \$37.80 | \$472.70 |
| Foreign Language Educators of NJ 2020 Annual Conference Iselin, NJ | Victoria Gerry 11-000-223-580-08-144-090 11-000-223-580-02-144-999 | 3/27/20- 3/28/20 | \$195.00 | N/A | N/A | \$7.44 | \$202.44 |
| Social Emotional Learning and the Arts Monroe Township, NJ | Samantha Hoag 11-000-223-580-02-144-999 | 4/20/20 | \$149.00 | N/A | N/A | N/A | \$149.00 |
| NJ Association of Learning Consultants Multisensory Reading and Math Somerset, NJ | Heather Lilly 11-000-219-580-03-001-999 | 5/1/20 | \$130.00 | N/A | N/A | \$5.67 | \$135.67 |
| Changing the ADHD Brain Parsippany, NJ | Catherine Rello 11-000-223-580-08-144-090 | 5/13/20 | \$199.00 | N/A | N/A | N/A | \$199.00 |

| Conferences/Workshops (continued) | Employee/ Account Number | Date(s) | Registration Fee | Hotel | Meals /Exp. | Tolls/Parking/ /Mileage | Total |
|--|-----------------------------|---------|---------------------|-------|----------------|----------------------------|-------|
| 2020 Kindergarten Summit Somerville, NJ | Danielle Shober N/A | 4/29/20 | N/A | N/A | N/A | N/A | N/A |

| B. Approval of Service Project | | | | |
|--------------------------------|----------|--------------------|--------------------|--|
| School | Group | Event Coordinators | Dates | Purpose |
| BCMS | Art Club | Meghan Russo | 3/13/20- 4/3/20 | The Art club will be drawing/painting animals available for adoption from St. Hubert's Animal Welfare Center to raise awareness of available pets. They will also be collecting items for the animals to donate to the center. |

| C. Approval of Field Trips | | | |
|---|---------------------------------------|-----------------------------|--|
| Trip | Teachers | Grade | Purpose |
| Kean University – Liberty Hall Union, NJ | Alice Willard Toni Lynn Burke | GATE 3 GATE 5 | GATE students from both schools will visit a traveling exhibit of Leonardo DaVinci's inventions. The study of DaVinci's inventions is part of the GATE curriculum. |
| Raritan Valley Planetarium Branchburg, NJ | Susan Mariani All Grade 2 Teachers | 2 | Students will visit the Raritan Valley Community College Planetarium to see, "The Little Star that Could" which explores the topic of stars in our galaxy while teaching a lesson of perseverance. |
| Woodrow Wilson Elementary School New Brunswick, NJ | Wendy Michels | Student Council Officers | To deliver books that were donated during the BCMS Battle of the Books and our students will also promote childhood literacy. |

| D. Approval of Correction of Contracted Educational Services | | | | | | | | |
|---|---------------------------|-------------|---------------------|-------------------------------|--------------------------|--------------------------|--------------------|-------------------------|
| Vendor | Account Number | Student ID# | Rate | # of Hours (not to exceed) | From | To | Effective Dates | Discussion |
| | | | | | Total (not to exceed) | Total (not to exceed) | | |
| 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 | \$5,400 | 2/14/20- 5/8/20 | Educational Services |

| E. Approval of 2019-2020 Out of District Placements | | | | | | | |
|---|---------------------------|--------------------------|----------------------|------------------------|---------------------|----------------------|--|
| Program/ Location | Account Number | Student ID # | SY Tuition | Additional Services | SY Dates | Total Cost | |
| Bright Beginnings Learning Center Piscataway, NJ | 11-000-100-562-03-105-000 | 7651242493 8196428032 | \$26,605 \$26,605 | \$19,641 \$18,615 | 2/12/20- 6/19/20 | \$46,246 \$45,220 | |
| Future Foundations Academy Piscataway, NJ | 11-000-100-562-03-105-000 | 9751134352 | \$26,605 | \$1,026 | 2/12/20- 6/19/20 | \$27,631 | |
| Piscataway Regional Day School Piscataway, NJ | 11-000-100-562-03-105-000 | 9138600836 | \$20,400 | N/A | 2/12/20- 6/19/20 | \$20,400 | |

| F. Approval of Outside Evaluation | | | | |
|-----------------------------------|----------------------|---------------------------|-----------------------|--------------|
| SID# | Evaluator | Account Number | Cost | Discussion |
| 3166993251 | Dale M. Jacobs, M.D. | 11-000-219-320-03-181-340 | \$650 (not to exceed) | 1 Evaluation |

| G. Approval of 2019-2020 Out of District Placement | | | | | | | |
|---|---------------------------|-----------------|----------------|-------------------|-------------|--------------------|-------------|
| Location | Account # | Student ID # | ESY Tuition | ESY Dates | SY Tuition | SY Dates | Total |
| Bernards Township Public Schools Basking Ridge, NJ | 11-000-100-562-03-105-000 | 3019127574 | \$4,562.64 | 7/8/19- 8/8/19 | \$41,520.00 | 9/5/19- 6/18/20 | \$46,082.64 |

XI. HUMAN RESOURCES

Motion by Mrs. Fabriczi, seconded by Mrs. Curcio that Items XI.A. through XI.P., be moved upon the recommendation of the Superintendent.

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

There was no Human Resources Committee report.

| A. Approval of Personnel | | | | | | | | |
|--------------------------|---------------------------|----------------|---|------|-------|--|---------------------|-----------------------------------|
| Name | Account # | Location | Position | Step | Level | Salary | Dates | Discussion |
| Brenda Ferriday | 11-000-270-160-01-462 | Transportation | Bus Driver (subject to delivery of documentation) | 2 | NA | \$29.24 per hour (4.75 hours per day) | 3/16/20- 6/30/20 | Replacing Nichole Reaves |
| Ana Marc | 61-910-310-110-01-001 | WES | Lunchroom Aide | NA | NA | \$5,475.25 (prorated) | 3/13/20- 6/30/20 | Replacing Patricia Rodgers |
| Stephanie Phibbs | 11-120-100-101-01-012-090 | WES | Leave Replacement Teacher (subject to delivery of documentation) | 1 | BA | \$57,505 (prorated) | 3/18/20- 5/12/20 | Leave replacement for #4485 |
| Roseann Podlaski | 61-910-310-110-01-001 | SBS | Lunchroom Aide | NA | NA | \$4,320.47 (prorated) | 3/13/20- 6/30/20 | Replacing Nicole Kotrba |

| B. Approval of Correction of Salary | | | | | | |
|-------------------------------------|-----------------------|----------|----------------|--------------------------|--------------------------|--|
| Name | Account # | Location | Position | From | To | |
| Jennifer Dedominicis | 61-910-310-110-01-001 | SBS | Lunchroom Aide | \$3,906.00 (prorated) | \$4,320.47 (prorated) | |

| C. Approval of Extra Duty Pay | | | | | |
|-------------------------------|---------------------------|----------|-------------------|-------------------------------------|------------------------|
| Name | Account # | Location | Action | Rate | Dates |
| Carrie Figel | 11-000-223-104-02-210-999 | SBS | Math-Parent Night | \$41.00 per hour (3 hours total) | 2/1/20, 2/3/20, 2/4/20 |

| D. Approval of the Revision of Spring Teacher Academy Presenter | | | | | | |
|---|---------------------------|----------|--|--|--|--|
| Name | Account # | Position | From | To | Discussion | |
| Danielle Puglisi | 11-000-223-104-02-210-999 | Teacher | \$41 per hour not to exceed 3 hours | \$41 per hour not to exceed 1.5 hours | Using Khan Academy for Differentiated Instruction Based on MAP Scores | |

| E. Approval of Medical Leave | | | | |
|------------------------------|--|-----------------|-----------------|--|
| Employee # | Account # | Type of Leave | Dates | Discussion |
| 4340 | 11-000-240-105-01-336-020 | Paid Sick Leave | 2/18/20-3/20/20 | Estimated date of return will be 3/23/20 |
| 4485 | 11-120-100-101-01-012-090 | Paid Sick Leave | 3/18/20-5/12/20 | Estimated date of return will be 5/13/20 |
| 4076 | 11-000-270-160-01-462 11-000-270-161-01-470 | Paid Sick Leave | 3/2/20-4/5/20 | Estimated date of return will be 4/6/20 |

| F. Approval of Status Change | | | | | | |
|------------------------------|-----------------------|------------|-----------|-----------|----------------|-----------------------------|
| Name | Account Number | Position | From | To | Dates | Discussion |
| Nichole Reaves | 11-000-270-160-01-462 | Bus Driver | Part-Time | Full-Time | 3/2/20-6/30/20 | Replacing Anthony Tomaro |

| G. Approval of Additional Spring Teacher Academy Presenters | | | | | |
|---|---------------------------|----------|---------------------------------------|--|--|
| Name | Account # | Position | Rate | Discussion | |
| Kristen Allen | 11-000-223-104-02-210-999 | Teacher | \$41 per hour not to exceed 2 hours | Morphology | |
| Ludmila Battista | 11-000-223-104-02-210-999 | Teacher | \$41 per hour not to exceed 1hour | Fluency | |
| Rachael Johnston | 11-000-223-104-02-210-999 | Teacher | \$41 per hour not to exceed 2 hours | Reading 101: Understanding the Continuum of Learning to Read and Reading to Learn | |
| Leigh Keely | 11-000-223-104-02-210-999 | Teacher | \$41 per hour not to exceed 1.5 hours | Using Khan Academy for Differentiated Instruction Based on MAP scores | |
| Dianne Litts | 11-000-223-104-02-210-999 | Teacher | \$41 per hour not to exceed 1 hour | Fluency | |

| H. 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 10/30/19-2/6/20 | \$1,500 per month 10/30/19-4/30/20 |

| I. Approval of Revision of Personnel | | | | | | |
|--------------------------------------|---------------------------|----------------------------|----------|---------------|----------------|-----------------|
| Name | Account # | Position | Location | Rate | From | To |
| Richard Chromey | 11-230-100-101-01-072-090 | Acting Assistant Principal | WES | \$550 per day | 12/9/19-2/6/20 | 12/9/19-4/30/20 |

| J. Approval of Resignation | | | | |
|----------------------------|---------------------------|---------------------------|----------|----------------|
| Name | Account # | Position | Location | Effective Date |
| Devra Hobbs | 11-213-100-101-01-057-020 | Special Education Teacher | BCMS | 6/19/20 |

| K. Approval of Long-Term Substitute Nurse | | | | | |
|---|---------------------------|--|---------------|----------------|-------------------------------|
| Name | Account # | Position | Rate | Dates | Discussion |
| Susan Gould | 11-000-213-104-01-126-020 | Substitute Nurse (subject to delivery of documents) | \$225 per day | 4/1/20-4/30/20 | Substitute for Employee #4748 |

| L. Approval of Substitute Nurses | | | | |
|---|----------|--|---------------|-----------------|
| Name | Location | Position | Rate | Dates |
| Susan Gould | District | Substitute Nurse (subject to delivery of documents) | \$225 per day | 3/13/20-6/30/20 |
| Karen White | District | Substitute Nurse (subject to delivery of documents) | \$225 per day | 3/13/20-6/30/20 |

| M. Approval of Retirement | | | | |
|----------------------------------|---------------------------|----------------------|----------|----------------|
| Name | Account # | Position | Location | Effective Date |
| Lisa DeLorenzo | 11-120-100-101-01-012-090 | Second Grade Teacher | WES | 3/1/20 |

| N. Approval of Extracurricular School Activity Aide | | | | | |
|--|--------------|-----------------------|----------------------|--|-----------------|
| SID# | Name | Account Number | Position | Rate | Dates |
| 3248981936 | Paul Cutaneo | 11-000-217-106-01-000 | Extracurricular Aide | \$18.46 per hour (2 hours per day for 9 days) | 3/16/20-5/30/20 |

| O. Approval of Substitute Teachers | | | | |
|---|---|--|------------------------------------|--|
| Name | Position | Rate | Dates | |
| Jennifer Luceri | Substitute Teacher & Substitute Instructional Aide | \$95.00/\$83.33 per diem (subject to delivery of documents) | 3/13/20-6/30/20 | |
| Stephanie Phibbs | Substitute Teacher & Substitute Instructional Aide | \$95.00/\$83.33 per diem (subject to delivery of documents) | 3/13/20-3/17/20 5/13/20-6/30/20 | |

P. Approval of Superintendent Contract

BE IT RESOLVED that Rebecca Gensel be appointed Superintendent of Schools for the period July 1, 2020, through June 30, 2021, at an annual base salary of \$188,528, which is inclusive of an additional \$5,000 for the additional responsibilities of the Director of Human Resources. For the 2021-2022 school year, the Board shall pay the Superintendent \$196,827, which is inclusive of an additional \$5,000 for the additional responsibilities of the Director of Human Resources. For the 2022-2023 school year, the Board shall pay the Superintendent \$203,651, which is inclusive of an additional \$5,000 for the additional responsibilities of the Director of Human Resources. Contract is subject to execution of a written employment agreement in a form approved by the Executive County Superintendent of Schools setting forth additional terms and conditions of employment.

XII. BUSINESS

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

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

Mr. Tuma said the Business Committee met on March 9, 2020 and discussed the following:

- Agenda items;
- Buildings and Grounds outstanding, current and future projects;
- The heating system issue at Whiton Elementary School has been corrected;
- 2020/2021 Budget; and
- The well at Old York School.

A. Resolution to Adopt the Tentative 2020-2021 School District Budget for Submission to the County Office

BE IT RESOLVED that the tentative budget be approved for the 2020-2021 School Year using the 2020-2021 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

| | General Fund | Special Revenues | Debt Service | Total |
|------------------------------|---------------------|-------------------------|---------------------|--------------|
| 2020-2021 Total Expenditures | \$50,365,272 | \$526,197 | \$2,111,538 | \$53,003,007 |
| Less: Anticipated Revenues | \$ 8,109,909 | \$526,197 | \$ 99,982 | \$ 8,736,088 |
| Taxes to be Raised | \$42,255,363 | \$ --0-- | \$2,011,556 | \$44,266,919 |

And to advertise said tentative budget in the *Courier News* in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Branchburg Central Middle School, Large Board Conference Room on May 7, 2020 at 8:00 p.m. for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year.

BE IT FURTHER RESOLVED, that the Branchburg Township Board of Education authorize the approval of withdrawal from capital reserve in the amount of \$3,611,815 for the Stony Brook School HVAC replacement project, and the Stony Brook School window replacement project;

BE IT FURTHER RESOLVED, that the Branchburg Township Board of Education authorize the approval of withdrawal from maintenance reserve in the amount of \$23,800 for District wide roof repairs;

WHEREAS, the Branchburg Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education established in the prebudget year, a maximum travel expenditure amount of \$77,325 and has authorized \$36,935 in spending to date for the budget year; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual maximum amount per employee not to exceed \$1,500 for which board approval is not required; and

THEREFORE, BE IT RESOLVED, the Board of Education pursuant to N.J.A.C. 6A:23A-7.1 et seq., establishes a maximum travel expenditure of \$76,675 for travel and related expense reimbursements for all staff and board members in the 2020-2021 budget; and

BE IT FURTHER RESOLVED, the Board of Education establishes, for regular district business travel only, an annual maximum amount per employee of \$150 for which board approval is not required in 2020-2021; and

BE IT FURTHER RESOLVED, the Board of Education pursuant to N.J.A.C. 6A:23A-5.2, establishes for public relations and each type of professional service, a maximum level of spending in the 2020-2021 budget as follows:

| Service | Not to Exceed |
|------------------------------------|----------------------|
| Legal | \$ 40,000 |
| Auditing | \$ 43,750 |
| Special Education Related Services | \$200,000 |
| Architect/Engineering | \$500,000 |

B. Bill List

It is recommended that the Board approve the List of Bills for the period February 21, 2020 through March 12, 2020, totaling \$1,658,041.87, and for the period March 1, 2020 through March 30, 2020, totaling \$361,202.00, and ratify the Payroll for the period February 14, 2020 through February 28, 2020, totaling \$967,234.19.

C. Secretary's Report

The Report of the Secretary for February 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 February 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.

D. Treasurer's Report

It is recommended that the Treasurer's Report for the month of February 2020 be accepted and filed.

E. Line Item Transfers

It is recommended that the Board accept the list of Line Item Transfers for the month of February 2020.

F. Monthly Transfer Report

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

G. Approval to Enter into Agreements with the Somerset County Educational Services Commission to Administer the Nonpublic Programs

It is recommended that the Board enter into an agreement with the Somerset County Educational Services Commission to administer the following Nonpublic Programs for the 2020-2021 school year.

- Chapters 192/193 Program
- Nonpublic Technology Initiative Program
- Nonpublic Textbook Program
- Nonpublic School Nursing Services
- Nonpublic Security Aid

H. Bid Awards - Educational Services Commission of New Jersey Cooperative Bidding

It is recommended that the following bid awards be made as party to the Educational Services Commission of New Jersey Cooperative Bidding Services:

| | |
|--------------------------------------|--------------------------------------|
| 1. Shredding and Disposal of Records | 7. HVAC Services Bid |
| 2. Automotive Fluids and Lubricants | 8. Athletic Equipment & Supplies |
| 3. Custodial Supplies Bid | 9. Carpet & Flooring |
| 4. Lawn Care Products & Services | 10. Technology Supplies and Services |
| 5. Maintenance Repair and Operations | 11. Furniture |
| 6. Classroom Supplies Bid | |

I. Approval of Use of School Buses

It is recommended that the Board approve the use of District school buses by the Branchburg Township Recreation Department for its summer camp program and summer trips from June 29, 2020 through August 7, 2020, with the labor and fuel costs associated with such use of buses to be paid by the Township Recreation Department.

J. Approval of Submission of the Major Amendment to the Long Range Facility Plan

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

K. Approval of 2020-2021 Somerville High School Tuition Rate

It is recommended that the Board approve an estimated Somerville High School tuition rate of \$16,340 per pupil for the 2020-2021 school year.

L. Approval of Contract for Auditor

It is recommended that the Board approve a contract with the firm of Nisivoccia LLP for the 2020-2021 school year to perform an audit of the 2019-2020 financial operations of the District at a fee of \$42,100 plus an additional assistance fee for implementation of GASB 75, Financial Accounting and Reporting of Post-Retirement Benefits, not to exceed \$2,500, for a total cost of \$44,600, to be paid from account #11-000-230-332-01-282, and sufficient funds are available in the 2020-2021 budget.

M. 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 March 13, 2020 through April 2, 2020 prior to the next regularly scheduled meeting of April 2, 2020 and with the approval and consent of the Superintendent of Schools, and then present said bills to the Board at the April 2, 2020 meeting for ratification.

XIII. PUBLIC COMMENT

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|------------------------------|
| There was no public comment. |
|------------------------------|

XIV. BOARD LIAISON REPORTS

Mrs. Fabriczi said Somerville High School had their musical on March 5th, 6th and 7th, 2020.

Mr. Carpentier went over the cancelled training sessions given through New Jersey School Boards Association.

Mrs. Joyce spoke about the Urban Boards Association training session she attended on March 6, 2020. She said the Urban Boards Association is a subset of the New Jersey School Boards Association.

Mrs. Joyce said she attended the Branchburg Township Committee Meeting where there were no new issues discussed that would affect the Board of Education.

Ms. Gensel said the Emergency Management Planning team is scheduled to meet internally over the spring break. She said emergency procedure charts are now posted in all school buildings.

Ms. Gensel said tickets for the May 1, 2020 Pocketbook Bingo are close to being sold out.

XV. BOARD FORUM

Ms. Gensel expressed how thrilled she was on how the Administration, Branchburg Township Education Association, and Staff came together to put the distance learning plans in place.

Ms. Gensel thanked Devra Hobbs and Lisa DeLorenzo for their years of service and dedication to the students of Branchburg. She wished them both well.

Mr. Sarles said this is the time for community members and neighbors to come together and support one another.

Mrs. Fabriczi spoke about state aid, and said anyone looking for information for every district, in every County, the information can be found on the NJ.gov website.

Mrs. Curcio thanked the staff for pulling together a plan during this unprecedented situation.

Mrs. Curcio said this is the time for community members and neighbors to come together and support one another.

Mrs. Joyce congratulated the Branchburg Central Middle School Odyssey of the Minds team "Gibberish" for their second place win at the Skylands Regional Tournament, which was held on February 29, 2020 at Branchburg Central Middle School. The team will now be advancing to the State Championship Tournament on April 4, 2020 in Princeton.

Mrs. Joyce said the Division 3 high school level team, which is a team of Branchburg Central Middle School Odyssey of the Minds Alumni, will also be advancing to the State Finals.

Mrs. Joyce asked the Board to watch the Branchburg Central Middle School "The Scoop".

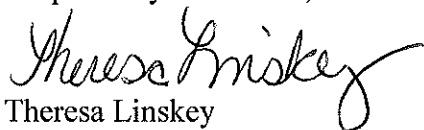
XVI. EXECUTIVE SESSION

There was no second Executive Session.

XVII. ADJOURNMENT

On a motion by Mrs. Curcio, seconded by Mr. Sarles, and carried unanimously, the Board agreed to adjourn at 8:58 p.m.

Respectfully Submitted,



Theresa Linskey
School Business Administrator/Board