

REGULAR MEETING MINUTES

November 19, 2020

Remote Meeting - Live Streamed on District Website

Public Meeting – 6:30 p.m.

I. CALL TO ORDER

On a motion by Mr. Tuma, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to convene to public session at 6:35 p.m.

The meeting was called to order at 6:35 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 (left at 8:10 p.m.; joined Executive Session at 8:48 p.m.), Kristen Fabriczi, Noah Horowitz, Theresa Joyce, Olga Phelps, Jonathan Sarles and Charles Tuma.

The following member was absent: Keerti Purohit

Also present were: Superintendent of Schools Rebecca Gensel, Business Administrator/Board Secretary Theresa Linskey and New Jersey School Boards Representative Vincent DeLucia (left at 7:55 p.m.)

II. The Secretary called the roll.

III. The assembly saluted the flag.

IV. Statement of Adequate Notice

V. Board Certification Training

New Jersey School Boards Representative, Vincent DeLucia, conducted a board training session on Implicit Bias.

VI. SUPERINTENDENT'S REPORT

As part of Ms. Gensel's Superintendent Report, Maggie Ryan and Jennilyn Nelson, Guidance Counselors from Branchburg Central Middle School, recognized the winners of the Third Annual Branchburg Central Middle School Principal's Kindness Competition.

Ms. Gensel spoke about the following:

- 2019-2020 Anti-Bullying Self-Assessment Grades;
- Somerset County's COVID status; and
- She will be meeting with the Education Committee to go over options for the school community going forward.

VII. PUBLIC COMMENT

Ms. Linskey read an email from Branchburg Township Education Association President, Randi Lee Childers, urging the district to move to a totally virtual model after Thanksgiving, and continuing through January 15, 2021.

Ms. Linskey read roughly 54 names of the district's staff who submitted emails regarding moving the district totally virtual after Thanksgiving.

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.

There was no Governance Committee report.

Mrs. Joyce thanked Mrs. Curcio for arranging the Implicit Bias training given by New Jersey School Boards Representative, Vincent DeLucia.

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.

IX. POLICY

Motion by Mrs. Fabriczi, seconded by Mr. Horowitz that Item IX.A. be moved upon the recommendation of the Superintendent.

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

Mr. Horowitz said the Policy Committee met on November 17, 2020 and discussed the policies listed on Policy Alert 221. He said these policies will be put on the December agenda for first reading.

Mr. Horowitz discussed Regulation 7410.01 listed on the agenda.

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

X. EDUCATION

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

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

There was no Education Committee report.

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

XI. HUMAN RESOURCES

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

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

There was no Human Resources Committee report.

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.
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.

F. Approval of Revision of Mentoring			
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

G. Approval of Substitutes			
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

H. Approval of Personnel						
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

I. Approval of Extracurricular School Activity Aide					
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

J. Approval of Extracurricular School Activity Aides				
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

XII. BUSINESS

Motion by Mrs. Fabriczi, seconded by Mr. Tuma 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.

There was no Business Committee report.

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.

XIII. PUBLIC COMMENT

There was no public comment.

XIV. BOARD LIAISON REPORTS

Mrs. Fabriczi spoke about the following highlights of the November 10, 2020 Somerville Board of Education meeting:

- Somerville High School’s School Violence Awareness Week;
- Virtual calming corner has been created for students and parents;
- College Board National Hispanic Recognition Program has recognized Somerville High School Senior, Roy Sibaja;
- School Spirit Week was the week of October 26, 2020;
- Student Board Member’s report;
- Virtual learning experience;
- Principal of Somerville High School, Mr. Foley’s message; and
- Somerville High School will be on virtual learning for the next two weeks.

Mr. Horowitz said November 20, 2020 is the last day to donate food to the Thanksgiving Thoughtfulness food drive; and

Mrs. Joyce said she will be attending the November 21, 2020 Delegate Assembly meeting.

XV. BOARD FORUM

Mr. Tuma spoke about the following:

- Somerville High School going virtual; and
- Wished everyone a Happy Thanksgiving.

Mrs. Phelps spoke about Somerville High School going virtual, and glad that they are bring back some of the clubs for the students.

Mr. Sarles said he supports Ms. Gensel's decision to go all virtual, if and when the Health Officer mandates the word.

Mr. Horowitz wished everyone a Happy Thanksgiving.

Mr. Carpentier thanked the teachers, understands their concerns, and knows Ms. Gensel will make the right decision.

Mr. Carpentier also wished everyone a Happy Thanksgiving.

Mrs. Fabriczi spoke about the following:

- She urged everyone to please be super cautious with their holiday plans;
- She thanked the teachers during this time; and
- She wished everyone a nice holiday break.

Ms. Linskey said she enjoyed Treasure's singing voice, and the great message that was sent.

Mrs. Joyce wished everyone a Happy Thanksgiving, and noted that the next Board of Education meeting is scheduled for December 17, 2020.

XVI. EXECUTIVE SESSION

On a motion by Mrs. Fabriczi, seconded by Mr. Sarles, and carried unanimously, the Board agreed to adjourn and convene to executive session at 8:42 p.m. to discuss legal issues.

On a motion by Mr. Tuma, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to convene to executive session at 9:00 p.m. to discuss personnel issues.

XVII. ADJOURNMENT

On a motion by Mrs. Fabrizi, seconded by Mrs. Curcio, and carried unanimously, the Board agreed to adjourn at 9:00 p.m.

Respectfully Submitted,



Theresa Linskey
School Business Administrator/Board