

Branchburg Township School District

REGULAR MEETING MINUTES

October 1, 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 7:36 p.m.

The meeting was called to order at 7:36 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 (not present for the first Executive Session; arrived to the Regular Board Meeting at 8:51 p.m.)

The following members were absent: None

Also present were: Superintendent of Schools Rebecca Gensel, Business Administrator/Board Secretary Theresa Linskey and Board Attorney David Rubin (Second Executive Session only)

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Mr. Sarles, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to convene to Executive Session at 7:36 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mrs. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn Executive Session at 7:58 p.m.

On a motion by Mrs. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to reconvene to public session at 8:07 p.m.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT’S REPORT

Ms. Gensel did a presentation on the Branchburg Township School District 2020/2021 School Goals.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

Motion by Mrs. Curcio, seconded by Mrs. Fabriczi 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.

Mrs. Curcio spoke about the Board’s goal of becoming a certified Board, and the workshops available to the Board to achieve this goal.

Mrs. Joyce reminded everyone to fill out their census form, and also to mail in their voting ballot for the General Election.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of September 17, 2020.

IX. POLICY

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

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

Mr. Horowitz spoke about the policies and regulations listed on the agenda. He also stated that they are posted on the District’s website for the public to see.

A. Policy and Regulations First Reading		
Policy/Regulation	Title	Discussion
Policy 1649	Federal Families First Coronavirus (COVID-19) Response Act (M)	New
Policy 5111	Eligibility of Resident/Nonresident Students (M)	Revised
Regulation 5111	Eligibility of Resident/Nonresident Students (M)	Revised
Policy 5200	Attendance (M)	Revised
Regulation 5200	Attendance (M)	Replacement
Policy 5320	Immunization	Revised

A. Policy and Regulations First Reading (continued)		
Policy/Regulation	Title	Discussion
Regulation 5320	Immunization	Revised
Policy 5610	Suspension (M)	Revised
Regulation 5610	Suspension Procedures (M)	Revised
Policy 5620	Expulsion (M)	Revised
Policy 8320	Personnel Records (M)	Revised
Regulation 8320	Personnel Records (M)	Revised

X. EDUCATION

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

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

There was no Education Committee report.

A. Approval of Service Project				
School	Group	Event Coordinators	Dates	Purpose
BCMS	Student Council	Wendy Michels	10/2/20-10/30/20	BCMS Student Council will be partnering with the Rotary Club of Branchburg to run a food drive to benefit the Somerset County Food Bank.

XI. HUMAN RESOURCES

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

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

There was no Human Resources Committee report.

A. Approval of Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
4949	11-120-100-101-01-012-090	Accumulated Sick FFCRA	10/26/20-10/30/20 & 11/9/20-11/13/20 11/16/20-12/11/20	Estimated date of return will be 12/14/20
4495	11-000-240-105-01-339-060	Paid Sick Leave	11/6/20-12/4/20	Estimated date of return will be 12/7/20
4962	11-424-100-178-01-013-020	Paid Sick Leave	10/5/20-12/7/20	Estimated date of return will be 12/8/20

B. Approval of Maternity Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
5016	11-424-100-178-01-013-090	Paid Maternity/Disability Leave of Absence Personal Days NJ Family Leave Act/FMLA	12/18/20-2/24/21 2/25/21, 2/26/21, 3/1/21 3/2/21-5/18/21	Estimated date of return will be 5/19/21

C. Approval of Revision of Leave				
Employee #	Account Number	From	To	Discussion
5329	11-215-100-106-01-059-090	FFCRA: 9/1/20-9/30/20	FFCRA: 9/1/20-9/30/20 Paid Sick Leave: 10/1/20-11/30/20	Estimated date of return will be 12/1/20
5347	11-213-100-101-01-057-090	FFCRA: 9/1/20-10/9/20	FFCRA: 9/1/20-11/20/20	Estimated date of return will be 11/23/20

D. Approval of Revision of Personnel					
Name	Account Number	Position	From	To	Discussion
Melissa Donaway	11-120-100-101-01-012-090	Leave Replacement (no tenure accrual)	9/8/20-9/21/20	9/8/20-10/31/20	Leave replacement for Employee #4647

E. Approval of Non-Athletic Stipends				
Name	Account Number	Location	Position	Stipend (not to exceed)
Kathleen Gaston Leigh Keely	11-401-100-101-01-078-020	BCMS	Yearbook	\$2,758 (Position is to be split equally)
Jennilyn Nelson Margaret Ryan	11-401-100-101-01-078-020	BCMS	Peer Leader	\$882 (Position is to be split equally)
Wendy Michels	11-401-100-101-01-078-020	BCMS	Student Council Advisor	\$2,866

F. Approval of Resignation				
Name	Account Number	Position	Location	Effective Date
Kerwin Telemaque	11-214-100-106-01-059	Instructional Aide	WES	9/23/20

G. Approval of Transfer				
Name	From	To	Salary	Dates
Patricia Rodgers	Bus Driver 11-000-270-160-01-462 Payroll Coordinator 11-000-251-100-01-529	School Accountant 11-000-251-100-01-529	\$62,000 (prorated)	10/5/20-6/30/21

H. Approval of Administrative Leave		
Employee #	Account #	Discussion
4647	11-120-100-101-01-012-090	Administrative leave with pay beginning 9/21/20

XII. BUSINESS

Motion by Mrs. Curcio, seconded by Mrs. Fabriczi 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 Human Resources Committee report.

A. Bill List

It is recommended that the Board approve the List of Bills for the period September 18, 2020 through October 1, 2020, totaling \$640,350.98, and ratify the Payroll for the period September 1, 2020 through September 15, 2020, totaling \$945,670.27, and for the period of September 16, 2020 through September 30, 2020, totaling \$936,549.26.

B. Secretary's Report

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

E. Monthly Transfer Report

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

F. Approval of Comprehensive Maintenance Plan for 2019-2020 through 2021-2022

It is recommended that the Board approve the Comprehensive Maintenance Plan and Form M-1 for 2019-2020 through 2021-2022.

G. Approval of Coronavirus Relief Fund Grant

It is recommended that the Branchburg Township Board of Education approve a grant award for the Coronavirus Relief Fund Grant Program through the New Jersey Department of Education in the amount of \$63,947.

XIII. PUBLIC COMMENT

Linda Graham, 3 Mohawk Trail, asked about the Superintendent's merit pay for achieving her goal, the financial benefit and how the goal was achieved.

Mrs. Joyce discussed the merit goal process in detail.

XIV. BOARD LIAISON REPORTS

Mr. Horowitz said the PTO is having a new fundraiser called "Boo-to-You from the PTO Crew". Information for this fundraiser can be found on their website or their Facebook page.

Mr. Horowitz said the PTO is still looking for class parents.

Mr. Carpentier spoke about the September 30, 2020 Somerset County meeting where they discussed the New Jersey School Boards Association 2020 Virtual Workshop. He also said that Superintendents from different districts attended the meeting and spoke about the challenges they were facing and how the students were adapting to remote or in-person learning.

Mrs. Joyce said she also attended the September 30, 2020 Somerset County meeting. She said it was a very informative meeting and recommends the Board to watch it.

Mrs. Joyce said she watched the Branchburg Township Committee meeting, and informed the Board that there were no school related discussions.

XV. BOARD FORUM

Mrs. Curcio expressed her continued gratitude and appreciation for the teachers and administrators for their hard work in making Branchburg School District move right along in the new school year. She also expressed her gratitude to the students dealing with everything they have to deal with.

Mr. Sarles thanked the staff, administrators, teachers and facilities staff for doing a great job this school year, and for keeping the students as safe as possible.

Mr. Horowitz said he was glad to see the school community unify and create something that can go over, what seems to be an insurmountable challenge, and how we can push through and set an example for everyone else. He also thanked the teachers, administration and students for all they are doing.

Mrs. Purohit thanked the staff, administration, facilities, parents and community for all their hard work in participating in the planning process in preparing the district for the school year.

Mr. Tuma reminded everyone to send in their voting ballots.

Mrs. Joyce said the next Board of Education meeting will be held on October 15, 2020.

XVI. EXECUTIVE SESSION

On a motion by Mrs. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn and convene to executive session at 8:55 p.m. to discuss personnel issues.

On a motion by Mrs. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene to executive session at 8:57 p.m. to discuss personnel issues.

XVII. ADJOURNMENT

On a motion by Mrs. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn at 9:32 p.m.

Respectfully Submitted,



Theresa Linskey
School Business Administrator/Board