

Branchburg Township School District

REGULAR MEETING MINUTES

October 15, 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. Horowitz, seconded by Mr. Tuma, and carried unanimously, the Board agreed to convene to public session at 7:02 p.m.

The meeting was called to order at 7:02 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 Linsky.

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Mr. Horowitz, seconded by Mr. Tuma, and carried unanimously, the Board agreed to convene to Executive Session at 7:02 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mr. Sarles, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to adjourn Executive Session at 7:41 p.m.

On a motion by Mr. Sarles, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to reconvene to public session at 8:03 p.m.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Ms. Gensel spoke about the following:

- The end of the first marking period at Branchburg Central Middle School;
- Parents have the option at Branchburg Central Middle School to change their child's schedule at the end of the marking period;
- A survey was sent out to parents asking them to let the district know if their children, if previously virtual, would be returning to the hybrid schedule;
- More students may be added to the bus routes if children go from virtual to hybrid;
- The marking period for K-5 ends early December, and parents will also be receiving a survey as well;
- If families travel over the holidays to a state that requires quarantine, please remain virtual for that two week quarantine period;
- Currently, Branchburg Township School District has had no positive cases; and
- Each school has a Pandemic Response Team who will meet the last week of October to lay out the next steps for the students and staff.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

Motion by Mr. Sarles, seconded by Mr. Horowitz 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 Mr. Tuma abstaining on Item VIII.A.

Mrs. Joyce gave an update on the progress of the four Board Goals.

Mrs. Joyce reminded everyone to vote.

Mrs. Curcio spoke about the training schedule with a representative from the New Jersey School Boards Association regarding Board certification. She said there is a possible training session on November 5, 2020 prior to the Board of Education meeting.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of October 1, 2020.

B. Approval of Submission of 2020-2021 NJ QSAC School Nursing Services Plan

In accordance with requirements of New Jersey Quality Single Accountability Continuum (QSAC), it is recommended that the Board approve the 2020-2021 School Nursing Services Plan.

C. Approval of School Bus Emergency Evacuation Drill Report							
Date of Drill	Time of Drill	School Name	Location	Route Numbers			Supervisor
10/6/20	7:50-8:00am	Branchburg Central Middle School Stony Brook School	Branchburg Central Middle School	CAM-1 CAM-2 CAM-4 CAM-5 CAM-7 CAM-9	CAM-10 CAM-16 CAM-17 CAM-20 CAM-21 CAM-22	CAM-24 CAM-25 CAM-V2 CAM-V3	M. Barbosa
10/8/20	7:50-8:00am	Branchburg Central Middle School Stony Brook School	Branchburg Central Middle School	CAM-1 CAM-2 CAM-4 CAM-5 CAM-7 CAM-9	CAM-10 CAM-16 CAM-17 CAM-20 CAM-21 CAM-22	CAM-24 CAM-25 CAM-V2 CAM-V3	M. Barbosa
10/6/20	9:00-9:10am	Whiton Elementary School	Whiton Elementary School	WAM V3 WAM V4 WAM V2			D. Shober
10/8/20	9:00-9:10am	Whiton Elementary School	Whiton Elementary School	WAM V3 WAM V4 WAM V2			D. Shober
10/6/20	8:50-9:00am	Whiton Elementary School	Whiton Elementary School	WEA-2 WEA-3 WEA-4 WEA-5 WEA-7	WEA-8 WEA-9 WEA-10 WEA-15 WEA-17	WEA-20 WEA-21 WEA-24 WEA-25	D. Shober
10/8/20	8:50-9:00am	Whiton Elementary School	Whiton Elementary School	WEA-2 WEA-3 WEA-4 WEA-5 WEA-7	WEA-8 WEA-9 WEA-10 WEA-15 WEA-17	WEA-20 WEA-21 WEA-24 WEA-25	D. Shober

IX. POLICY

Motion by Mr. Sarles, 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 approved by Roll Call.

Mr. Horowitz spoke about the policies and regulations listed on the agenda.

A. Policy and Regulations Second 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
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 Mr. Sarles, seconded by Mr. Horowitz 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.

Mrs. Phelps said the Education Committee met on October 14, 2020 and discussed the following:

- Strategic plan goals;
- QSAC update;
- Assessment date;
- There will be a Pandemic Response Team meeting on October 27, 2020;
- Fall teacher academy courses;
- Teacher evaluations and observations; and
- Curriculum review.

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	Dates	Registration Fee	Hotel	Meals/ Exp.	Tolls/ Mileage	Total
New Jersey School Boards Association Virtual Workshop 2020	Jennifer Anderson Matthew Barbosa Vincent Carpentier Cathy Curcio Kristen Fabriczi Rebecca Gensel Noah Horowitz Terri Joyce Kristen Kries	Theresa Linskey Samad Mobley Tina Neely Olga Phelps Keerti Purohit Jonathan Sarles Danielle Shober Beth Stanton Charles Tuma	10/20/20- 10/22/20	\$900	N/A	N/A	\$900
	11-000-230-585-01-300						
Equity and Culturally Responsive Leadership Virtual	Kristen Kries 11-000-240-580-02-000-020	10/30/20	\$60	N/A	N/A	N/A	\$60

B. Approval of Tuition Payments to the Somerset County Vocational School for Full Time Students					
Location	Account Number	Number of Students	SY Tuition	SY Dates	Total
Somerset County Vocational & Technical School Academy of Health and Medical Sciences Bridgewater, NJ	11-000-100-563-03-000-000	4	\$1,350 per student	9/1/20-6/30/21	\$5,400
Somerset County Vocational & Technical School Bridgewater, NJ	11-000-100-563-03-000-000	4	\$1,350 per student	9/1/20-6/30/21	\$5,400
Somerset County Vocational & Technical School Alternative School (TOPS) Program Bridgewater, NJ	11-000-100-564-03-000-000	2	\$26,000 per student	9/1/20-6/30/21	\$52,000

C. Approval of Tuition Payments to the Somerset County Vocational School for Shared Time Students					
Location	Account Number	Number of Students	SY Tuition	SY Dates	Total
Somerset County Vocational & Technical School Bridgewater, NJ	11-000-100-563-03-000-000	35	\$675 per student	9/1/20-6/30/21	\$23,625
Somerset County Vocational & Technical School Bridgewater, NJ	11-000-100-564-03-000-000	11	\$675 per student	9/1/20-6/30/21	\$7,425

D. Approval of 2020-2021 ESY Out of District Program					
Program/Location	Account Number	Student ID #	ESY Tuition	ESY Dates	Total
Rutgers University Behavioral Care Piscataway, NJ	11-000-100-562-03-105-000	6422361974	\$14,270	7/1/20-8/31/20	\$14,270

XI. HUMAN RESOURCES

Motion by Mr. Sarles, seconded by Mr. Horowitz that Items XI.A. through XI.I., be moved upon the recommendation of the Superintendent.

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

There was no Human Resources Committee report.

The next Human Resources Committee meeting is scheduled for October 28, 2020 at 7:00 p.m.

A. Approval of Substitutes			
Name	Position	Rate	Dates
Emily Bennett	Substitute Teacher & Substitute Instructional Aide	\$95.00/\$83.33 per diem (subject to delivery of documents)	10/16/20-6/30/21
Elaine Cochran		\$95.00/\$83.33 per diem (subject to delivery of documents)	
Scott Evans		\$95.00/\$83.33 per diem (subject to delivery of documents)	
Carly Moor		\$95.00/\$83.33 per diem (subject to delivery of documents)	

B. Approval of Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
5274	11-000-240-105-01-343-090	Paid Sick Leave	10/19/20-12/14/20	Estimated date of return will be 12/15/20

C. Approval of Maternity Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
5748	11-000-219-104-01-165-340	Paid Maternity/Disability Leave of Absence NJ Family Leave Act/FMLA	3/10/21-4/19/21 4/20/21-6/18/21	Estimated date of return will be 9/1/21

D. Approval of Status Change					
Name	Account Number	Position	From	To	Effective Date
Brenda Ferriday	11-000-270-161-01-470	Bus Driver	Part-Time	Full-Time	10/19/20

E. Approval of Additional Fall Teacher Academy Presenters				
Name	Account Number	Position	Rate	Discussion
Lauren Amato	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	SmartNotebook 101
Lauren Bockus	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Google Suite for Educators
Lauren Bockus	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Technology Tips for Teachers
Kelly Boyle	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 12 hours	Connecting with Students Online Book Study
Michelle Dooley	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	Learn to Grow: A Diversity Book Club-Series 2
Devra Hobbs	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Smart Suite-Use What You Already Have
Lauren Knoke	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	Navigating Digital Texts
Joe Larramendia	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Utilizing GoGuardian in a Hybrid Class-The Basics
Marissa McKenna	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 1.5 hours	Using Google Slides for Hybrid Instruction
Marissa McKenna	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Creating Class Community in the Hybrid Setting
Kate Mileto	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Learn to Grow: A Diversity Book Club- Series 2
Breanne Pratt	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Techy Tips & Tricks
Danielle Puglisi	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 6 hours	Using Go Guardian to Monitor Student Work
Danielle Puzzo	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 3 hours	Creating Class Community in the Hybrid Setting
Danielle Puzzo	11-000-223-104-02-210-999	Teacher	\$41 per hour not to exceed 1.5 hours	Using Google Slides for Hybrid Instruction

F. Approval of Personnel						
Name	Account Number	Position	Location	Salary/Rate	Dates	Discussion
Cynthia Palka (subject to delivery of documents)	11-000-251-103-01-529	Payroll Coordinator	BOE	\$30 per hour (not to exceed 15 hours per week)	10/19/20- 6/30/21	Replacing Patricia Rodgers

G. Approval of Additional Title One Tutors					
Name	Account	Location	Position	Rate	Dates
Danielle Cordaro	20-231-100-101-02-648	WES	Teacher	\$41 per hour (not to exceed \$2,542)	10/16/20-6/30/21
Isabella Russo	20-231-100-101-02-648	SBS	Substitute Teacher	\$41 per hour as needed (not to exceed \$2,542)	10/16/20-6/30/21

H. 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 Paid Sick Leave: 10/1/20-11/30/20	FFCRA: 9/8/20-9/21/20 Paid Sick Leave: 9/22/20-11/18/20 FMLA: 11/19/20-11/30/20	Estimated date of return will be 12/1/20
5772	11-000-217-106-01-000-090	Accumulated Sick: 9/8/20-9/21/20 FFCRA: 9/22/20-10/16/20	Accumulated Sick: 9/8/20-9/21/20 FFCRA: 9/22/20-12/8/20	Estimated date of return will be 12/9/20
5884	11-204-100-106-01-059-090	Accumulated Sick: 9/8/20-9/17/20 (AM) FFCRA: 9/17/20 (PM)-12/7/20	Accumulated Sick: 9/8/20-9/17/20 (AM) FFCRA: 9/17/20 (PM)-12/8/20	Estimated date of return will be 12/9/20

I. Approval of Non-Athletic Stipends				
Name	Account Number	Location	Position	Stipend (not to exceed)
Kristine DeNicuolo	11-401-100-101-01-078-020	BCMS	Jazz Band	\$2,825
Brian Gornick	11-401-100-101-01-078-020	BCMS	Boys and Girls Ensemble	\$2,758
Devra Hobbs	11-401-100-101-01-078-020	BCMS	Newspaper	\$2,758
Nicole Kepner	11-401-100-101-01-078-020	BCMS	Drama Coach	\$2,866
Nicole Kepner	11-401-100-101-01-078-020	BCMS	Talent Show	\$662
Meghan Russo	11-401-100-101-01-078-020	BCMS	Art Club Advisor	\$770
Regina Santangelo	11-401-100-101-01-078-020	BCMS	Chamber Orchestra	2,825
Suzanne Updegrove	11-401-100-101-01-078-020	BCMS	Odyssey of the Mind	\$2,754
Suzanne Updegrove	11-401-100-101-01-078-020	BCMS	Teen Arts	\$1,763

XII. BUSINESS

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

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

Mr. Tuma said the Business Committee met on October 13, 2020 and discussed the following:

- Budget items;
- Capital items;
- Maintenance items;
- New boilers at Branchburg Central Middle School;
- The rooftop A/C at Branchburg Central Middle School should be completed shortly;
- Cove molding at Branchburg Central Middle School is almost complete;
- Music room renovations update;
- The new gym partition in the small gym at Branchburg Central Middle School has been completed;
- The Stony Brook School HVAC and window projects will be going out to bid around the beginning of December;
- Whiton Elementary School is waiting for a date for the new gym floor to be installed;
- Projects are coming in under budget; and
- Budget calendar.

Mrs. Joyce spoke about the Harlan School Road/Old York School properties Ad Hoc Committee meeting which was held on October 12, 2020. She said the next meeting is scheduled for November 9, 2020.

A. Bill List

It is recommended that the Board approve the List of Bills for the period October 2, 2020 through October 15, 2020, totaling \$1,669,760.88.

B. Secretary's Report

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

E. Monthly Transfer Report

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

XIII. PUBLIC COMMENT

There was no public comment.

XIV. BOARD LIAISON REPORTS

Mrs. Fabriczi spoke about the following highlights of the October 6, 2020 Somerville Board of Education meeting:

- Dr. Teehan gave a mandated report about the graduation rate;
- Somerville has two student Board members, the senior representative is a Somerville High School student and the junior representative is a Branchburg student;
- Van Derveer Elementary School had a virtual back to school night;
- Somerville Middle School had their virtual back to school night;
- Somerville had their first virtual PTO meeting;
- Parents of Somerville High School students received personalized links for the Somerville High School virtual back to school night;
- September 24 and 25, 2020 were School Spirit Day;
- On September 22, 2020, Somerville High School had their application process through a video instead of a meeting in the auditorium.

Mr. Horowitz discussed the following PTO highlights:

- The PTO has more than 50 new members for this school year;
- The Boo Crew fundraiser is in full swing; and
- Trunk or Treat is scheduled for October 17, 2020.

Mr. Carpentier spoke briefly about the New Jersey School Boards Association 2020 Virtual Workshop.

Mrs. Joyce said the Branchburg Township Committee met on October 12, 2020 where the following topics were discussed:

- Trick or Treat in the Village located in Neshanic Station will be for residents only;
- There was a report of 14 new COVID cases in September in Branchburg;
- The health liaison for the district is happy with the handling of the district's safety procedures;
- Discussions about township open spaces; and
- Raritan Valley Community College has been approved to construct housing, however, not a lot of details have been given at this time.

XV. BOARD FORUM

Mr. Tuma said he is happy there are no COVID cases in the schools, and that the district is managing it well. He also reminded everyone to vote.

Mr. Horowitz reminded everyone to vote and fill out their census. He also said he was excited to attend the 2020 New Jersey School Boards Association Virtual Workshop.

Mrs. Curcio said she appreciates the parents and community for being responsible during this time. She also reminded everyone to vote.

Mr. Sarles thanked Ms. Gensel for doing a great job in navigating the district through these uncharted waters. He also thanked the parents for being responsible during this time.

Mrs. Phelps asked Ms. Linskey how the district is being supported to do the things we do to keep everyone safe. Ms. Linskey spoke about a grant the district received to be used for the purchase of coronavirus safety supplies.

Mrs. Purohit said she was thankful for the teachers, administration, parents and community for keeping the safety measures in place.

Mrs. Purohit said that several members of the community were disturbed by controversial comments by one of the Board members, and expressed that not everyone on the Board shares those views and should not be construed as the views of the entire Board. The safety and security of the students remain as the top priority, and if there are any concerns, to please reach out to the Superintendent and Board President.

Ms. Gensel said the district's staff did a great job in recording and presenting their back to school night.

Mrs. Joyce spoke about Somerville High School's back to school night.

Mrs. Joyce thanked the Branchburg teachers for their presentations as well.

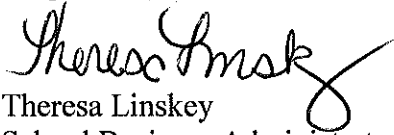
XVI. EXECUTIVE SESSION

There was no second Executive Session meeting.

XVII. ADJOURNMENT

On a motion by Mr. Sarles, seconded by Mr. Horowitz, and carried unanimously, the Board agreed to adjourn at 8:48 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Theresa Linskey", with a stylized flourish extending from the end of the name.

Theresa Linskey
School Business Administrator/Board