

Branchburg Township School District

REGULAR MEETING MINUTES

February 4, 2016

Executive Session – 6:30 p.m.

Public Meeting – 8:00 p.m.

Branchburg Central Middle School
Media Center

I. CALL TO ORDER

The meeting was called to order at 6:14 p.m. by Board President, Zoltan Ambrus, 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: Zoltan Ambrus, Ellwood Cutler, Jack Dempsey, Kristen Fabriczi, Theresa Joyce, Carmela Noto, Cathy Palmieri and Olga Phelps.

The following members were absent: Jose-Ramon Suarez.

Also present were: Acting Superintendent of Schools Rebecca Gensel, Business Administrator/Board Secretary Theresa Linskey and no members of the public.

II. CALL TO EXECUTIVE SESSION

On a motion by Mr. Cutler, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to convene at 6:14 p.m. to executive session to interview candidate(s) for the Superintendent position.

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn executive session at 7:58 p.m.

On a motion by Mr. Dempsey, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to reconvene to public session at 8:05 p.m. with 2 members of the public.

III. The Secretary called the roll.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. ACTING SUPERINTENDENT'S REPORT

Ms. Gensel and Ms. Linskey did a presentation on the Branchburg Township Mid-year update regarding 2015-2016 budget priorities and the alignment of strategic goals.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

Motion by Mr. Cutler, seconded by Mrs. Fabriczi that Items VIII.A. through VIII.B., be moved upon the recommendation of the Acting Superintendent.

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

Mr. Ambrus spoke about the following items:

- In the near future, the Board will start using chromebooks at the Board meetings;
- Board meeting room location change; and
- Using Granicus for possible remote setups.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session of January 13, 2016, January 19, 2016, January 20, 2016, and the Regular Meeting and Executive Session Minutes of January 21, 2016.

B. Approval of Submission of Application for Special Education Medicaid Initiative Waiver

It is recommended that the Board approve the submission of an application for a waiver so as to not participate in the Special Education Medicaid Initiative to the County Executive Superintendent of Schools in accordance with Reference VIII.B.

IX. EDUCATION

Motion by Mr. Dempsey, seconded by Mrs. Phelps that Items IX.A. through IX.D. be moved upon the recommendation of the Acting Superintendent.

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

Mrs. Phelps said the next Education Committee meeting will be held on February 8, 2016.

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.

Conference/ Workshop	Employee/Account Number	Date(s)	Registration Fee	Hotel	Meals/ Exp.	Tolls/ Parking/ Mileage	Total
Foreign Language Educators of New Jersey New Brunswick, NJ	Teresa DoVale 11-000-223-580-04-144	2/26/2016	\$165.00	N/A	N/A	\$0.00	\$165.00
Foreign Language Educators of New Jersey New Brunswick, NJ	Andrea Schwarz 11-000-223-580-04-144	2/26/2016	\$165.00	N/A	N/A	\$0.00	\$165.00
2016 New Jersey Music Education Association State Conference East Brunswick, NJ	Kathryn Bontomase 11-000-223-580-05-144	2/18/2016 through 2/19/2016	\$350.00	N/A	N/A	\$.62	\$350.62
2016 New Jersey Music Education Association State Conference East Brunswick, NJ	Noel Maroon 11-000-223-580-05-144	2/18/2016 through 2/19/2016	\$350.00	N/A	N/A	\$2.48	\$352.48
2016 New Jersey Music Education Association State Conference East Brunswick, NJ	Elisabeth Patten 11-000-223-580-05-144	2/18/2016 through 2/19/2016	\$350.00	N/A	N/A	\$7.44	\$357.44
New Jersey State School Nurses Association Annual Spring Conference Iselin, NJ	Mary Caputo 11-000-223-580-04-144	4/9/2016	\$210.00	N/A	N/A	\$0.00	\$210.00
Teachers College Content Literacy Instruction New York, NY	Kristen Murphy 11-000-223-580-02-144	2/15/2016 through 2/18/2016	\$800.00	N/A	\$20.00	\$200.00	\$1,020.00

B. Field Trip Approval			
School/Group/Activity	Event Coordinators	Location	Purpose
BCMS/8 th Grade/Mid-Year Mixer	K. Gorski, D. Volpe, M. Cinque, A. Tylín, A. Finkenaur, W. Michels, K.Gaston, M. Simko J. Monetti, K. Bernett, L. VanBiervliet	Branchburg Sports Complex	Present an opportunity for the students of Somerville Middle School and Branchburg Central Middle School to meet one another.

C. Approval of Extra Duty Pay							
Name/Account	Name of Action	Position	Salary	Location	Effective Date	End Date	Discussion
Lisa Cashin 11-000-223-104-02-210	Teacher Academy Presenter	Teacher	\$41.00 Per Hour not to exceed 1.5 hours	District	2/1/2016	5/30/2016	How to Use Cuisenaire Rods
Jocelyn Muzychko 11-000-223-104-02-210	Teacher Academy Presenter	Teacher	\$41.00 Per Hour not to exceed 4.5 hours	District	2/1/2016	5/30/2016	Math Fact Quizzes and How to Use Cuisenaire Rods
Michele Jordan 11-000-223-104-02-210	Teacher Academy Presenter	Teacher	\$41.00 Per Hour not to exceed 9 hours	District	2/1/2016	5/30/2016	Do You Kahoot?

D. Approval of Fundraisers				
School/Group/Activity	Event Coordinators	Location	Purpose	Date
BCMS/Music Department/Fundraiser to Sell Refreshments at Music Educators Association Region Band Rehearsal	Kristine DeNicololo Kate Katz	Branchburg Central Middle School	Support the Music in the Park Trip to Dorney Park	2/6/2016
BCMS/Drama Club/Fundraiser to sell advertising space in the Playbill also Sell Flowers and Concessions on the evenings of the Performances	Nicole Kepner	Branchburg Central Middle School	Support the Drama Club for Upcoming Productions	3/11/2016 through 3/12/2016

X. HUMAN RESOURCES

Motion by Mrs. Palmieri, seconded by Mrs. Fabriczi that Items X.A. through X.B., be moved upon the recommendation of the Acting Superintendent.

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

There was no Human Resources Committee report.

A. Approval of Instructional Staff							
Name	Position	Location	Step/Level	Salary	Effective Date	End Date	Discussion
Sarah Debraski	Media Specialist	Stony Brook	1/150	\$56,445.00 prorated	2/5/2016	6/30/2016	Replacement for Sharon Bradley
Caroline Flamos	Language Arts/ Humanities Supervisor	District	N/A	\$87,000.00 prorated	4/5/2016 Application subject to delivery of requested documents	6/30/2016	Replacement for Alison Watkins

B. Approval of Leave of Absence				
Name	Location	Grade	Type of Leave	Anticipated Date(s)
Danielle Lindsay	Stony Brook	5	Paid Maternity Leave NJ Family Leave Act/FLMA NJ Family Leave Act/FMLA	4/18/2016 through 6/1/2016 6/2/2016 through 6/21/2016 9/3/2016 through 11/3/2016

XI. BUSINESS

Motion by Mr. Dempsey, seconded by Mr. Cutler that Items XI.A. through XI.C., be moved upon the recommendation of the Acting Superintendent.

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

Mr. Ambrus spoke about the following items:

- Meeting with Branchburg Township to discuss possible shared services;
- Item B regarding a soil investigation at Old York School;
- Item C regarding snow removal after the blizzard on January 23, 2016; and
- Cost increases.

A. Bill List

It is recommended that the Board approve the List of Bills for the period January 22, 2016 through February 4, 2016, totaling \$668,365.46, and ratify the Payroll for the period January 22, 2016 through February 4, 2016, totaling \$891,370.22.

B. Approval of Site Investigation Consultant

It is recommended that the Board approve Verina Consulting Group, LLC, to conduct a soil investigation at the Old York School property, at a cost not to exceed \$5,700 to be paid through Purchase Order, Account # 11-000-261-420-06-411, and sufficient funds are available in the 2015-2016 budget.

C. Approval of Snow Removal for Branchburg Township Schools

It is recommended that the Board approve Moss Landscaping for snow removal that was needed at the Branchburg Township Schools after the blizzard on January 23, 2016, at the total cost of \$15,440 to be paid through Purchase Order, Account # 11-000-261-420-04-411, #11-000-261-420-05-411, #11-000-261-420-06-411, #11-000-261-420-08-411, and sufficient funds are available in the 2015-2016 budget.

XII. PUBLIC COMMENT

There was no public comment.

XIII. BOARD LIAISON REPORTS

Mrs. Noto attended the February 2, 2016 Somerville Board of Education meeting and discussed the following:

- Melissa McEntee, Director of 21st Century Education, provided an update on Somerville High School's technology programs.
- Dr. Timothy Purnell discussed the mid-year Electronic Violence and Vandalism Report System; and
- Somerville High School's participation in the "No Name Calling" program held the week of January 18, 2016.

Mrs. Palmieri discussed the following items regarding PTO:

- The Gertrude Hawks Chocolate fundraiser began on February 1, 2016;
- Learn to Earn Reading; and
- Stony Brook School Family Fun Night.

Mrs. Palmieri said all information on these events and other fundraisers can be found on the PTO website.

Mrs. Palmieri thanked the PTO leadership and volunteers for their service.

Ms. Gensel said the Branchburg Education Foundation met on February 3, 2016 and discussed the following:

- Two active grants from Branchburg Township staff;
- Preparation for the April 29, 2016 Pocketbook Bingo fundraiser; and
- They are actively seeking a Treasurer for their organization.

XIV. BOARD FORUM

Mrs. Palmieri spoke about a newly formed group she joined called the Branchburg Special Education Parent Advisory Group. She said if anyone has any questions, they can email the group at branchburg.sepeg@gmail.com.

Mrs. Joyce said there was a policy orientation meeting where the following items were discussed:

- Policies posted on the website; and
- Policy management process.

Mr. Ambrus discussed the following:

- Twitter feed for Branchburg Township School District;
- Artwork done by 5th grade students which will be displayed at the Somerset Environmental Center; and
- The Stony Brook School chorus, strings and band concert.

XV. EXECUTIVE SESSION

On a motion by Mrs. Fabriczi, seconded by Mrs. Palmieri, and carried unanimously, the Board agreed to convene at 8:56 p.m. to executive session to discuss the Superintendent search.

XVI. ADJOURNMENT

On a motion by Mr. Cutler, seconded by Mrs. Noto, and carried unanimously, the Board agreed to adjourn at 9:27 p.m.

Respectfully Submitted,



Theresa Linskey
Board Secretary/Business Administrator