Branchburg Township School District
REGULAR ACTION MEETING
October 5, 2017
Board of Education
Conference Room

Executive Session – 7:00 p.m.
Public Meeting – 8:00 p.m.

MISSION STATEMENT
The mission of the Branchburg Township School District and Community is to inspire our children to learn, think, grow, and excel in life.

VISION STATEMENT
"Excellence in Education"

I. CALL TO ORDER

II. EXECUTIVE SESSION

WHEREAS the "Open Public Meetings Act:" (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting during which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions, and

WHEREAS the matters about to be presented for discussion clearly meet the "circumstances" test of such Act:

BE IT RESOLVED that the Board of Education of Branchburg now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Legal Issues.

And, be it further,

RESOLVED that the discussion in Executive Session be disclosed when the Board's consideration of the subject matter has been closed, or when such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

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III. ROLL CALL

IV. PLEDGE OF ALLEGIANCE

V. STATEMENT OF ADEQUATE NOTICE AND WELCOME

Welcome to a meeting of the Board of Education of Branchburg. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act: (Chapter 231 Laws of 1975), and that advance notice required therein has been provided. This is a meeting of the Board of Education of Branchburg at which formal action may be taken. The public will have an opportunity to be heard as shown on the Agenda.

VI. SUPERINTENDENT'S REPORT

- Presentation of Eagle Scout Project
- Presentation by K-5 Guidance Counselors on "Week of Respect"

VII. PUBLIC COMMENT – Agenda Items Only

Public comments are welcome at this time on any agenda item. Towards the end of the meeting there is a second public forum on any topic. Please state your name and address. Comments are limited to three minutes, but an individual may speak a second time after all others who wish to speak on the topic have been heard. Please understand that our public forums are not structured as question and answer sessions, but offered as opportunities to share your thoughts with the Board. In instances where the Board feels that there is a misunderstanding or inaccuracy, the Board President or Superintendent may address the comment. In accordance with New Jersey Statute, the Board will not discuss matters regarding specific personnel. Public questions and comments will be limited to 30 minutes. Thank you for your input.

VIII. GOVERNANCE

- **Report** - Zoltan Ambrus
- **Correspondence** - Zoltan Ambrus
- **Community Relations** – Cathy Palmieri

(ACTION) It is recommended that Items VIII.A. be moved upon the recommendation of the Superintendent.

A. <u>Approval of Minutes</u>

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of September 21, 2017.

(ROLL CALL - ITEMS VIII.A.)

IX. POLICY AND REGULATIONS

- **Report** – Terri Joyce

(ACTION) It is recommended that Items IX.A. be moved upon the recommendation of the Superintendent.

A. Policy Second Reading		
Policy	**Title**	**Discussion**
P8505	Local Wellness Policy/Nutrient Standards for Meals and Other Foods	Revised
P8550	Unpaid Meal Charges/Outstanding Food Service Charges	Revised

(ROLL CALL - ITEM IX.A.)

X. EDUCATION

- **Report** – Keerti Purohit

(ACTION) It is recommended that Items X.A. through X.G. be moved upon the recommendation of the Superintendent.

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
2017 Association for Middle Level Education Conference Philadelphia, PA	Marie Cinque 20-270-200-500-02-649	11/6/17 through 11/8/17	$524.00	$366.00	$128.00	$37.20	$1,055.20
2017 Association for Middle Level Education Conference Philadelphia, PA	Kelly Graham 20-270-200-500-02-649	11/6/17 through 11/8/17	$524.00	$241.40	N/A	N/A	$764.41
2017 Association for Middle Level Education Conference Philadelphia, PA	Wendy Michels 20-270-200-500-02-649	11/6/17 through 11/8/17	$524.00	$241.40	$128.00	$37.20	$930.60
2017 Association for Middle Level Education Conference Philadelphia, PA	Matthew Ross 20-270-200-500-02-649	11/6/17 through 11/8/17	N/A	$366.00	$128.00	$37.20	$531.20
2017 Association for Middle Level Education Conference Philadelphia, PA	Suzanne Updegrove 20-270-200-500-02-649	11/6/17 through 11/8/17	$524.00	N/A	$128.00	$139.20	$791.20
Guided Math Piscataway, NJ	Michelle Dooley 11-000-223-580-08-144	11/28/17 through 11/29/17	$425.00	N/A	N/A	N/A	$425.00

Conference/Workshop	Employee/Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking/ Mileage	Total
Guided Math Piscataway, NJ	Jocelyn Muzychko 11-000-223-580-08-144	11/29/17	$259.00	N/A	N/A	$6.57	$265.57
Rutgers Gifted Education Conference Somerset, NJ	Toni Lynn Burke 11-000-223-580-05-144	11/17/17	$189.00	N/A	N/A	N/A	$189.00
Rutgers Gifted Education Conference Somerset, NJ	Alice Willard 11-000-223-580-08-144	11/17/17	$189.00	N/A	N/A	N/A	$189.00
Teacher Training for 2018 NJ National History Day Competition New Brunswick, NJ	Wendy Michels 11-000-223-580-04-144	10/10/17	N/A	N/A	N/A	$10.85	$10.85
Teacher Training for 2018 NJ National History Day Competition New Brunswick, NJ	Suzanne Updegrove 11-000-223-580-04-144	10/10/17	N/A	N/A	N/A	$10.85	$10.85
Teaching the 3Rs Piscataway, NJ	Vicki Brody 11-000-223-580-04-144	10/23/17	$80.00	N/A	N/A	N/A	$80.00
Teaching the 3Rs Piscataway, NJ	Kenneth Forsyth 11-000-223-580-04-144	10/23/17	$80.00	N/A	N/A	N/A	$80.00
Teaching the 3Rs Piscataway, NJ	Andrew Uporsky 11-000-223-580-04-144	10/23/17	$80.00	N/A	N/A	N/A	$80.00
Edcamp for World Language Educators Edison, NJ	Victoria Gerry 11-000-223-580-08-144	10/14/17	$5.00	N/A	N/A	$8.68	$13.68
Edcamp for World Language Educators Edison, NJ	Esthela Solano 11-000-223-580-05-144	10/14/17	$5.00	N/A	N/A	$1.00	$6.00
NJ Association of School Librarians Annual Conference Long Branch, NJ	Sarah Debraski 11-000-223-580-05-144	11/17/17	$136.00	N/A	N/A	$31.00	$167.00
TECHSPO 2018 Atlantic City, NJ	Jennifer Hauser 11-000-221-580-02-190	1/25/18 through 1/26/18	$425.00	$99.00	$96.00	$74.00	$694.00
Everyone Has a Right to Read It Begins with You Somerset, NJ	Devra Hobbs 11-000-223-580-04-144	10/13/17	$230.00	N/A	N/A	N/A	$230.00
Deeper Learning for All Students Bridgewater, NJ	Jocelyn Muzychko 11-000-223-580-08-144	10/18/17	N/A	N/A	N/A	$4.09	$4.09
The Special Services Director's Toolkit Monroe, NJ	Tina Neely 11-000-219-580-03-144	11/3/17	$149.00	N/A	N/A	N/A	$149.00
New Jersey Association of Learning Consultants-Fall Symposium Somerset, NJ	Nancy Padula 11-000-219-580-03-001	10/19/17 through 10/20/17	$240.00	N/A	N/A	$9.92	$249.92
Guided Math Conference Fall 2017 New Brunswick, NJ	Erica Patente 11-000-223-580-08-144	11/29/17	$259.00	N/A	N/A	N/A	$259.00
Guided Math Conference Fall 2017 New Brunswick, NJ	Catherine Rello 11-000-223-580-08-144	11/28/17 through 11/29/17	$425.00	N/A	N/A	N/A	$425.00

B. Approval of Out of District Placements

Location	Student ID #	ESY Tuition	ESY Extra Services	Extra Services /ESY Dates	SY Tuition	SY Extra Services	Extra Services /SY Dates	Total
Bernards Township Public School Basking Ridge, NJ	3019127574	$4,268.70	N/A	7/5/17-8/8/17	$40,665.00	N/A	9/7/17-6/20/18	$44,933.70
Bernards Township Public School Basking Ridge, NJ	9676224959	$4,234.38	N/A	7/5/17-8/8/17	$40,338.00	N/A	9/7/17-6/20/18	$44,572.38
Hunterdon County Polytech Flemington, NJ	9985851455	N/A	N/A	N/A	$8,977.00 half day	N/A	9/18/17-6/15/18	$8,977.00
Hunterdon Preparatory School Annandale, NJ	9985851455	N/A	N/A	N/A	$28,569.20 half day	N/A	9/18/17-6/13/18	$28,569.20
Montgomery Academy Basking Ridge, NJ	8664661261	$6,841.40	$3,100.00	7/3/17-7/31/17	$61,572.60	$27,900.00	9/7/17-6/22/18	$99,414.00

C. Approval of Somerset County Vocational Full Time Placements						
Location	**Student ID #**				**SY Tuition**	**SY Dates**	**Total**
Somerset County Vocational & Technical School Academy of Health and Medical Sciences Bridgewater, NJ	7922469170 9273732029			9520893645 5661637271	$1,275.00 per student	9/7/17-6/20/18	$5,100.00
Somerset County Vocational & Technical School Bridgewater, NJ	5183274527 3519419395		5421393939	1672977573 4787403433	$1,275.00 per student	9/7/17-6/20/18	$6,375.00

D. Approval of Somerset County Vocational Half Time Placements						
Location	**Student ID #**			**SY Tuition**	**SY Dates**	**Total**
Somerset County Vocational & Technical School Bridgewater, NJ	6224221738 6825364719 5883551223 3949312763 7952756932 6890660528 8075192052 5657987441 1039530134 5948020207 2906130099 1275340330 5410836104 6772117625	7474801992 9415736521 5544126227 3840883949 1172576569 2534015039 9068004817 1058259524 4802377599 5930254498 4664185879 6715493109 9534468348 4086931784	8470058234 3095769176 4131566241 9915358312 7098016431 1753733762 2538308292 5009323036 9236294360 5574931572 5199720827 8034903872	$637.50 per student	9/7/17-6/20/18	$25,500.00

E. Approval of 2017-2018 School Field Trips			
School	**Location**	**Grade**	**Purpose**
BCMS	Philharmonic, NY, NY	6, 7, 8 Strings and Chorus	Experience a Professional Orchestra Concert
Whiton	Planetarium, Trenton, NJ	PSD, Autism, and LLD Class	Riverside Symphonia Performance

F. Approval of New Curriculum

It is recommended that the Board approved the following new curriculum documents:

Preschool Curriculum
Grade K-8 English as a Second Language

G. Approval of Revisions in Curriculum

It is recommended that the Board approved the following revised curriculum documents:

Grade K-5 Social Studies
Grade K-5 Mathematics
Grade 6 Mathematics- Pre-Algebra
Grade K-5 Science
Grade K-5 English Language Arts
Grade K-2 World Language
Grade 6-8 World Language
Grade 6-8 Technology
Grade 6-8 Social Studies
Grade 6 Mathematics-Foundations of Pre-Algebra
Grade 7 Mathematics- Pre-Algebra
Grade 6-8 Science
Grade 6 English Language Arts
Grade 3-5 World Language
Grade K-5 Physical Education

(ROLL CALL - ITEMS X.A. through X.G.)

XI. HUMAN RESOURCES

- **Report** – Cathy Palmieri

(ACTION) It is recommended that Items XI.A. through XI.D. be moved upon the recommendation of the Superintendent.

A. Revision of Maternity Leave			
Name	**Location**	**Type of Leave**	**Anticipated Dates**
Kristen Cardona	BCMS	Paid Maternity/Disability Leave of Absence NJ Family Leave Act/FLMA	9/5/17 through 10/13/17 10/16/17 through 1/1/18

B. Approval of Substitutes			
Name	**Position**	**Salary**	**Dates**
Susan Bohrod	Substitute Teacher/Substitute Instructional Aide	$95.00/$83.33 per diem Subject to delivery of requested documents	10/6/17-6/30/18
Karen Perlman	Substitute Teacher/Substitute Instructional Aide	$95.00/$83.33 per diem Subject to delivery of requested documents	10/6/17-6/30/18

C. Approval of 2017-2018 Extracurricular Instructional Aides		
Name	**Position**	**Stipend**
Kim Gislao	Fall, Winter and Spring Intramurals (SBS)	$14.92 per hour
Michele Rina	Fall, Winter and Spring Intramurals (SBS)	$18.05 per hour

D. Approval of Non-Aligned Lunchroom Aide			
Name	**Location**	**Salary**	**Dates**
Cameron Righetti	BCMS	$10.00 per hour Subject to delivery of requested documents	11/1/17-6/30/18

(ROLL CALL – ITEMS XI.A. through XI.D.)

XII. BUSINESS

- **Report –** Ellwood Cutler

(ACTION) It is recommended that Items XII.A. through XII.G. be moved upon the recommendation of the Superintendent.

A. Bill List

It is recommended that the Board approve the List of Bills for the period September 15, 2017 through October 5, 2017, totaling $363,157.34, and for the period September 22, 2017 through October 5, 2017, totaling $232,477.89, and ratify the Payroll for the period September 22, 2017 through October 5, 2017, totaling $888,639.50.

B. Secretary's Report

The Report of the Secretary for August 2017 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 2017 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 2017-2018 fiscal year.

C. Treasurer's Report

It is recommended that the Treasurer's Report for the month of August 2017 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 2017.

E. Monthly Transfer Report

It is recommended that the Board approve the August 2017 Monthly Transfer Report.

F. Approval of Comprehensive Maintenance Plan for 2016-2017 through 2018-2019

It is recommended that the Board approve the Comprehensive Maintenance Plan and Form M-1 for 2016-2017 through 2018-2019.

G. Approval of Transportation Jointure with Hunterdon Central Regional High School

It is recommended that the Board approve the Joint Transportation Agreement between the Hunterdon Central Regional High School and the Branchburg Township Board of Education for the following 2017-2018 route.

Host	Service	Cost to Branchburg
Hunterdon Central Regional High School	From Branchburg to Hunterdon Central Regional High School CC #198192 - CHOICE	$900.00

(ROLL CALL - ITEMS XII.A. through XII.G.)

XIII. PUBLIC COMMENT

XIV. BOARD LIAISON REPORTS

- Somerville Liaison/Board Member……....Carmela Noto
- Parent Teachers Organization…….....Cathy Palmieri
- Somerset County Educational Services Commission……....Ellwood Cutler
- N.J.S.B.A./S.C.S.B.A Representative……Zoltan Ambrus
- Branchburg Township Liaison…...……Zoltan Ambrus
- Emergency Management Planning Committee……..Terri Joyce
- Branchburg Education Foundation…….Keerti Purohit

XV. BOARD FORUM

XVI. EXECUTIVE SESSION

XVII. ADJOURNMENT