

Branchburg Township School District

REGULAR MEETING MINUTES

June 2, 2016

Executive Session – 6:30 p.m.

Public Meeting – 8:00 p.m.

Board of Education Office

Board Conference Room

I. CALL TO ORDER

The meeting was called to order at 6:40 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, Kristen Fabriczi, Theresa Joyce, Cathy Palmieri and Olga Phelps.

The following members were absent: Jack Dempsey and Carmela Noto.

Also present were: Superintendent of Schools Rebecca Gensel and no members of the public.

II. CALL TO EXECUTIVE SESSION

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene at 6:40 p.m. to discuss personnel, H.I.B., and legal issues.

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn executive session at 7:54 p.m.

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to reconvene to public session at 8:07 p.m. with 1 member of the public.

III. The Secretary called the roll.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Ms. Gensel spoke about the following items:

- GATE Date 2016; and
- Mr. Randy Kupcha, Branchburg Central Middle School Art Teacher, who was selected as New Jersey's Art Teacher of the Year.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

Motion by Mrs. Palmieri, seconded by Mrs. Fabriczi 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 unanimously approved by Roll Call with Mrs. Fabriczi abstaining on Item VIII.A.

Mr. Ambrus spoke about the Board Retreat, which will be held on Saturday, June 18, 2016.

Mr. Ambrus said candidates for the board vacancy position will be interviewed on Thursday, June 9, 2016.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Regular Meetings and Executive Sessions of April 21, 2016, May 5, 2016 and May 12, 2016.

B. Approve Job Descriptions

It is recommended that the Board approve the following Job Descriptions.

- Technology Support Technician
- School Accountant

C. Acceptance of Grant Funds

Grantor	Grant Name	Requester	Location	Check #	Amount
Branchburg Education Foundation	Orientation to BCMS Field Trip	Matthew Ross	Branchburg Central Middle School	1191	\$5,250.00

IX. POLICY

There was no Policy Committee report.

X. EDUCATION

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

On call of the vote, Items X.A. through X.E. were unanimously approved by Roll Call with Mrs. Joyce abstaining from Item X.A.

There was no Education Committee report.

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.

2015-2016 Conference/Workshop	Employee/Account Number	Date(s)	Registration Fee	Hotel	Meals/ Exp.	Tolls/Parking/ Mileage	Total
Lectio Summer Institute Annandale, NJ	Caroline Flamos 20-270-200-500-02-649	6/28/2016 through 6/29/2016	\$350.00	N/A	N/A	N/A	\$350.00
Lectio Summer Institute Annandale, NJ	Amanda Roper 20-270-200-500-02-649	6/28/2016 through 6/29/2016	\$350.00	N/A	N/A	\$6.70	\$356.70
TCNJ Summer ESL Academy Ewing, NJ	Victoria Gerry 11-000-223-580-08-144	6/29/2016	\$50.00	N/A	N/A	\$24.00	\$74.80

2016-2017 Conference/Workshop	Employee/Account Number	Date(s)	Registration Fee	Hotel	Meals/ Exp.	Tolls/Parking/ Mileage	Total
NJ School Boards Association, 2016 Annual Workshop Atlantic City, NJ	Theresa Linskey 11-000-251-580-01-585	10/25/2016 through 10/27/2016	\$275.00	\$194.00	\$165.00	\$86.12	\$720.12
NJ School Boards Association, 2016 Annual Workshop Atlantic City, NJ	Rebecca Gensel 11-000-230-580-01-303	10/25/2016 through 10/27/2016	\$275.00	\$194.00	\$165.00	\$85.00	\$719.00
NJ School Boards Association, 2016 Annual Workshop Atlantic City, NJ	Terri Joyce 11-000-230-585-01-300	10/25/2016 through 10/27/2016	\$275.00	N/A	\$165.00	\$106.61	\$546.61
Oppositional, Defiant & Disruptive Children and Adolescents Princeton, NJ	Arlyne Bolondi 11-000-223-580-04-144	8/15/2016	\$199.99	N/A	N/A	N/A	\$199.00
Oppositional, Defiant & Disruptive Children and Adolescents Princeton, NJ	Laura Petronio 11-000-223-580-04-144	8/15/2016	\$219.99	N/A	N/A	N/A	\$219.00
World Language Technology Institute Montvale, NJ	Victoria Gerry 11-000-223-580-08-144	8/22/2016 through 8/25/2016	\$149.00	N/A	N/A	\$69.44	\$218.44
2016 American Speech-Language- Hearing Association's Convention Philadelphia, PA	Karen Dionisio 11-000-223-580-05-144	11/17/2016	\$385.00	N/A	N/A	\$45.00	\$430.00

B. Approval of 2016-2017 Out-of-District Special Education Placements

It is recommended that the Board approve the following 2016-2017 Out-of-District Special Education placements for Extended School Year Programs and School Year Programs, as noted, to be paid by purchase orders through the General Fund, and sufficient funds are available in the 2016-2017 budget.

Program/Location	Student ID #	Extended School Year	School Year	Total	Dates
New Road School Parlin, NJ	7240201326	\$ 8,059.80	\$48,358.80	\$56,418.60	7/1/16 - 6/13/2017
P.G. Chambers Cedar Knolls, NJ	7930912675	\$10,408.20	\$62,449.20	\$72,857.40	7/11/16 - 6/16/2017
P.G. Chambers Cedar Knolls, NJ	5436371228	\$10,408.20	\$62,449.20	\$72,857.40	7/11/16 - 6/16/2017
P.G. Chambers Cedar Knolls, NJ	4212290701	\$10,408.20	\$62,449.20	\$72,857.40	7/11/16 - 6/16/2017
Princeton Child Development Institute Princeton, NJ	1375645515	\$15,834.00	\$98,280.00	\$114,114.00	7/18/16 - 6/10/17

C. Approval of Morris Union Jointure Commission Related Services

Sid#	School	Individual Therapy	Dates	Total Cost
7411890574	Morris Union Jointure Commission	2 times a week, 30 minute sessions, 19 weeks	2/1/2016-6/9/2016	\$5,415.00

D. Approval of Home Instruction for Out of District Student

It is recommended that the Board approve Youth Consultation Service invoices to provide Home Instruction for one high school student, not to exceed 10 hours per week, for the 2015-2016 school year and for May 2015 invoice to be paid by purchase order through the General Fund, and sufficient funds are available in the 2015-2016 budget.

Sid#	School	Dates of Services	Hours	Rate	Total
3570121259	Youth Consultation Service	5/1/2015-5/27/2015	39.5	\$50.00	\$1,975.00
3570121259	Youth Consultation Service	9/1/2015-1/29/2016	108	\$50.00	\$5,400.00

E. Approval of Field Trip

School/Group	Event Coordinator	Location	Date	Purpose
BCMS/ 6 th	Shannon Heaney Devra Hobbs	Fairview Lake YMCA Newton, NJ	9/13/2016	Field trip for 6 th graders orientation into Middle School.

XI. HUMAN RESOURCES

Motion by Mrs. Palmieri, seconded by Mrs. Fabrici 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 report.

A. Approval of Summer Maintenance Worker

It is recommended that the Board approve Tim Barbosa as a Summer Maintenance Worker, at an hourly rate of \$11.00 to be paid via time sheet from Account #11-000-261-110-01-397, and sufficient funds are available in the 2016-2017 budget.

B. Approval of Maintenance Technician

It is recommended that the Board approve Michael E. Deitrick as a Maintenance Technician for the Branchburg Township School District, effective July 1, 2016 through June 30, 2017 at an annual rate of \$50,000.00 to be paid through Payroll from the General Fund, and sufficient funds are available in the 2016-2017 budget.

C. Approval of Literacy Consultant

It is recommended that the Board approve Jennifer Serravallo, Literacy Consultant, to work with teachers on professional development at the K-5 level, not to exceed six days throughout the 2016-2017 school year, at a rate of \$3,000.00 per diem.

D. Approval of Substitute Bus Nurses for Extended School Year

It is recommended the Board approve for Extended School Year Substitute Registered Nurses for transportation of students with medical disabilities that require constant medical oversight during the course of transportation to and from their out of district placement.

Name	SID Numbers	School	Hours	Rate
Bernadette McGovern	7930912675 4212290701 5436371228	PG Chambers Cedar Knolls, NJ	Not to exceed 4 hours per day	\$30.00 per hour
Irene Pirog	7930912675 4212290701 5436371228	PG Chambers Cedar Knolls, NJ	Not to exceed 4 hours per day	\$30.00 per hour

E. Approval of Occupational Therapist Extended School Year Revised Per Diem

It is recommended the Board approve the following revised per diem rates for the Occupational Therapist for the summer programs as noted, to be paid via Payroll through the General Funds, and sufficient funds are available in the 2016-2017 budget.

Name	Position	Per diem rate 6/22/2016 – 6/30/2016	Hourly rate 6/22/2016 – 6/30/2016	**Per diem rate 7/1/2016 – 8/11/2016	**Hourly rate 7/1/2016 – 8/11/2016	Not to exceed
Diane Scholp	Occupational Therapist	From: \$280.03	From: \$38.62	From: **\$280.03	From: **\$38.62	36 hours
Diane Scholp	Occupational Therapist	To: \$337.61	To: \$46.57	To: **\$337.61	To: **\$46.57	36 hours

** Salary adjustments to be determined upon successful completion of negotiations.

F. Approval of Revised Maternity Leave

Name	Location	Grade	Type of Leave	Anticipated Date(s)
Danielle Lindsay	Stony Brook	5	Paid Maternity Leave NJ Family Leave Act Unpaid Leave of Absence	4/18/2016 through 6/22/2016 9/1/2016 through 12/2/2016 12/5/2016 through 1/2/2017

G. Approval of 2016 School Accountant

It is recommended that the Board approve Carly V. Trocchia as School Accountant for the Branchburg Township School District, effective on or about June 3, 2016 through June 30, 2016 at an annual rate of \$62,000.00 prorated to be paid through Payroll from the General Fund, and sufficient funds are available in the 2015-2016 budget.

H. Approval of 2016-2017 School Accountant

It is recommended that the Board approve Carly V. Trocchia as School Accountant for the Branchburg Township School District, effective July 1, 2016 through June 30, 2017 at an annual rate of \$62,000.00 to be paid through Payroll from the General Fund, and sufficient funds are available in the 2016-2017 budget.

XII. BUSINESS

Motion by Mrs. Palmieri, seconded by Mr. Cutler that Item XII.A., be moved upon the recommendation of the Superintendent.

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

Mr. Ambrus spoke about the Stony Brook School parking lot project.

A. Submission of Safety Grant Application

It is recommended that the Branchburg Township Board of Education hereby approve the submission of a grant application for the 2016 Safety Grant Program through the New Jersey School Boards Association Insurance Group's ERIC North Subfund for the purposes described in the application in the amount of \$5,854.00 for the period July 1, 2016 to June 30, 2017.

XII. PUBLIC COMMENT

Ms. Rhonda Sherbin, President of the Branchburg Township Education Association, asked if there could be a sign placed outside directing where the Board meeting will be taking place.

XIII. BOARD LIAISON REPORTS

Mr. Cutler discussed the use of White Oak Park.

Ms. Gensel spoke about the Barnes & Noble fundraiser.

Mr. Cutler attended the Somerville Educational Services Commission Reorganizational meeting where the following items discussed:

- The election of new Officers;
- The need for bus drivers; and
- The use of Narcan in the schools.

Mr. Ambrus spoke about a Branchburg Township meeting, where they talked about the possibility of building a Community Center.

XIV. BOARD FORUM

Mr. Ambrus congratulated Mr. Kupcha.

XV. EXECUTIVE SESSION

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to reconvene at 8:40 p.m. to discuss personnel, H.I.B., and legal issues.

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn executive session at 9:50 p.m.

XVI. ADJOURNMENT

On a motion by Mrs. Palmieri, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn at 9:50 p.m.

Respectfully Submitted,



Rebecca Gensel
Superintendent of Schools