

Branchburg Township School District
BUDGET PUBLIC HEARING/REGULAR ACTION MEETING

May 6, 2021

Board of Education Conference Room

Executive Session - 6:30 p.m.

Public Meeting – 7:30 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. ROLL CALL

III. 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.

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

- 2021-2022 School District Budget Presentation

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** – Terri Joyce

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

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of April 15, 2021.

B. Approval of Harassment, Intimidation, and Bullying Report			
Building	Incident #	Date	Discussion
BCMS	SSDS# 002595	3/24/21	BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident did not meet the criteria of H.I.B. as defined in N.J.18A:37-14.

(ROLL CALL – ITEMS VIII.A. through VIII.B.)

IX. POLICY AND REGULATIONS

- **Report** – Noah Horowitz

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

A. Policy and Regulations Second Reading		
Policy/Regulation	Title	Discussion
P 7425	Lead Testing of Water in Schools (M)	Revised
R 7425	Lead Testing of Water in Schools (M)	New

B. Policy and Regulations First Reading		
Policy/Regulation	Title	Discussion
P 1643	Family Leave (M)	New

(ROLL CALL - ITEMS IX.A. through IX.B.)

X. EDUCATION

- Report – Olga Phelps

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

A. Approval of 2020-2021 Out of District Program					
Program/Location	Account Number	Student ID #	SY Tuition	SY Dates	Total Cost
Somerset Secondary Academy Bridgewater, NJ	11-000-100-562-03-105-000	7042428089	\$18,589.90	3/22/21-6/30/21	\$18,589.90

B. Approval of Fundraiser				
School	Group	Event Coordinator	Dates	Purpose
BCMS	Student Council	Wendy Michels	5/7/21-5/31/21	BCMS Student Council will be raising funds to support COVID relief efforts in India. The fundraising would be accomplished by selling pre-wrapped snacks to students during outdoor snack time and via tickets to participate in a kickball game against teachers.

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

XI. HUMAN RESOURCES

- Report – Kristen Fabriczi

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

A. Approval of Reappointment of 2021-2022 Non-Tenured Teacher Contracts				
Name	Step	Level	Contract Year	Salary
Meghan Castellano	4	182	4	\$65,695.00
Kelly Evans	7	212	4	\$70,865.00
Brian Gornick	7	212	4	\$70,865.00
Cory Hanna*	4	182	4	\$65,695.00
Joseph Larramendia*	4	182	4	\$65,695.00
Marissa McKenna	4	BA	4	\$61,395.00
Vincenzina Mlenak	13	BA	4	\$67,495.00
Amanda Perez	4	150	4	\$63,545.00
Alyssa Riva (69%)	6	182	4	\$46,330.05
Brienne Rodriguez	18	182	4	\$77,840.00
Erin Sheridan (65%)	4	150	4	\$41,304.25
Lauren Amato	6	150	3	\$64,995.00
Ludmila Battista	3	150	3	\$62,345.00
Paul Cutaneo	3	150	3	\$62,345.00
Allison Elik	3	150	3	\$62,345.00
Samantha Hoag	3	150	3	\$62,345.00
Maritcelly Mendez	16	150	3	\$73,590.00
Lauren Ross	19	182	3	\$80,155.00
Isabella Russo	3	BA	3	\$60,195.00
Emma Ryan	3	150	3	\$62,345.00
Matthew Zimmerman	3	212	3	\$66,645.00

A. Approval of Reappointment of 2021-2022 Non-Tenured Teacher Contracts (continued)				
Name	Step	Level	Contract Year	Salary
Jaclyn Furnari	2	150	2	\$62,345.00
Emily Hansen	2	BA	2	\$60,195.00
Lorien Holderbaum	8	BA	2	\$64,415.00
Denise Shaughnessy	8	150	2	\$66,565.00
Ling Zhang	2	212	2	\$66,645.00

*Level movement on the guide pending documentation of official transcripts

B. Approval of 2021-2022 Reappointment and Granting of Tenure Teacher Contracts						
Name	Position	Step	Level	Salary	Hire Date	Tenure Date
Kristen Allen	Special Education Teacher	7	182	\$68,715.00	09/01/2017	09/02/2021
Vicki Brody	Special Education Teacher	7	182	\$68,715.00	09/01/2017	09/02/2021
Lauren DePrima	Speech Language Pathologist	4	182	\$65,695.00	09/01/2017	09/02/2021
Leigh Keely	Math Teacher	5	150	\$64,995.00	11/17/2017	11/18/2021
Meredith Molinaro (55%)	Guidance Counselor	6	182	\$36,929.75	09/01/2017	09/02/2021
Jennilyn Nelson	Guidance Counselor	7	182	\$68,715.00	09/01/2017	09/02/2021
Danielle Puzzo	STEM Coach	7	150	\$66,565.00	09/01/2017	09/02/2021
Regina Santangelo	Instrumental Music Teacher	7	182	\$68,715.00	09/01/2017	09/02/2021
Jillian Sawicki	School Psychologist	5	182	\$67,145.00	09/01/2017	09/02/2021
Esthela Solano	Spanish Teacher	6	182	\$67,145.00	09/01/2017	09/02/2021

C. Approval of 2021-2022 Reappointment and Granting of Tenure Secretary and Clerk Contracts				
Name	Location	Position	Step	Salary
Laurie Gorman	Branchburg Central Middle School	Clerk	4	\$55,653
Diana Simon	Board Office	Secretary	4	\$66,456

D. Approval of Reappointment of 2021-2022 Non-Tenured Assistant Principal Contract				
Name	Location	Position	Contract Year	Salary
Beth Stanton	Branchburg Central Middle School	Assistant Principal	3	Pending contract negotiations

E. Approval of Reappointment of 2021-2022 Non-Tenured Clerk Contract				
Name	Location	Position	Step	Salary
Elli Kuras	Stony Brook Elementary School	Clerk	2	\$54,561

F. Approval of Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
4052	11-213-100-101-01-057-020	Paid Sick Leave	4/30/21-6/1/21	Estimated date of return is 6/2/21

G. Approval of Substitutes			
Name	Position	Rate	Dates
Sara Borden (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
James Brady (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Robert DiBias (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Jaden Dugenio (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Ruth Krongold	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	4/29/21-6/30/21
Lisa Monetti (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Emily Obenauer (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Christine Peterson (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Tracy Pierron (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Jacob Plaza (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Mackenzie Storms (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21
Lisa Vick (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$150/\$100 per diem	5/7/21-6/30/21

H. Approval of Personnel					
Name	Account Number	Position	Salary	Dates	Discussion
Elena McFarland (subject to delivery of documents)	11-000-270-160-01-459	Transportation Supervisor	\$101,000 (prorated)	6/1/21-6/30/21	Replacing James Hager

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

XII. BUSINESS

- **Report – Vince Carpentier**

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

APPROVAL OF 2021-2022 SCHOOL DISTRICT BUDGET

A. Approval of Final Budget

BE IT RESOLVED to approve the 2021-2022 School District Budget for submission as follows:

	General Fund	Special Revenues	Debt Service	Total
Expenditures	51,047,186	693,318	2,144,838	53,885,342
Anticipated Revenues	8,285,422	693,318	98,674	9,077,414
Taxes to be Raised	42,761,764	0	2,046,164	44,807,928

Maximum Travel

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditures, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$85,000 for the 2021-2022 school year. The maximum travel expenditure amount for the 2020-2021 school year is \$76,675, of which \$9,140 has been spent and \$8,649 is encumbered to date.

BE IT FURTHER RESOLVED, the Board of Education establishes, for regular district business travel only, an annual maximum amount per employee of \$150 for which board approval is not required in 2021-2022.

Capital Reserve

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$2,958,879 for capital projects as detailed in the tentative budget.

Professional Spending

BE IT FURTHER RESOLVED, the Board of Education pursuant to N.J.A.C. 6A:23A-5.2, establishes for public relations and each type of professional service, a maximum level of spending in the 2021-2022 budget as follows:

Service	Not to Exceed
Legal	\$ 50,000
Auditing	\$ 45,000
Special Education Related Services	\$200,000
Architect/Engineering	\$500,000

B. Bill List

It is recommended that the Board approve the List of Bills for the period April 16, 2021 through April 23, 2021, totaling \$989.70, and for the period April 24, 2021 through May 6, 2021, totaling \$1,023,872.02, and ratify the Payroll for the period April 16, 2021 through April 30, 2021, totaling \$926,716.89.

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

XIII. PUBLIC COMMENT

XIV. BOARD LIAISON REPORTS

- Somerville Liaison/Board Member.....Kristen Fabriczi
- Parent Teachers Organization.....Noah Horowitz
- Somerset County Educational Services Commission.....Jonathan Sarles
- N.J.S.B.A./S.C.S.B.A Representative.....Vince Carpentier
- Branchburg Township Liaison.....Terri Joyce
- Emergency Management Planning Committee.....Rebecca Gensel
- Branchburg Education Foundation.....Keerti Purohit
- Branchburg SEPAG - Special Education Parents Advisory Group.....Noah Horowitz

XV. BOARD FORUM

XVI. EXECUTIVE SESSION

XVII. ADJOURNMENT