

Branchburg Township School District
REGULAR ACTION MEETING

September 9, 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

- Back to School Update

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 Regular Meeting of August 19, 2021.

B. Approval of Revised 2021-2022 School District Calendar

It is recommended that the Board approve the revised 2021-2022 School District Calendar.

(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 First Reading		
Policy/Regulation	Title	Discussion
P 1648.11	The Road Forward COVID-19 – Health and Safety (M)	New

B. Policy and Regulations to be Abolished		
Policy/Regulation	Title	Discussion
P 1648	Restart and Recovery Plan (M)	Abolished
P 1648.02	Remote Learning Options for Families (M)	Abolished
P 1648.03	Restart and Recovery Plan – Full Time Remote Instruction (M)	Abolished

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

X. EDUCATION

- **Report** – Olga Phelps

(ACTION) It is recommended that Items X.A. through X.F. 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.

Conferences/Workshops	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking /Mileage	Total
Learner First Instructional Coaching Summit Virtual	Marie Cinque 11-000-223-580-02-144-999	9/21/21- 9/22/21	\$300.00	N/A	N/A	N/A	\$300.00
Learner First Instructional Coaching Summit Virtual	Lauren Knoke 11-000-223-580-02-144-999	9/21/21- 9/22/21	\$300.00	N/A	N/A	N/A	\$300.00
Learner First Instructional Coaching Summit Virtual	Danielle Puzzo 11-000-223-580-02-144-999	9/21/21- 9/22/21	\$300.00	N/A	N/A	N/A	\$300.00
New Jersey Science Convention Princeton, NJ	Jaclyn Furnari 11-000-223-580-02-144-999	10/19/21- 10/20/21	\$300.00	N/A	N/A	\$37.94	\$337.94
New Jersey Science Convention Princeton, NJ	Deborah Glickich 11-000-223-580-02-144-999	10/19/21- 10/20/21	\$300.00	N/A	N/A	\$11.20	\$311.20

Conferences/Workshops (continued)	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking /Mileage	Total
NJASBO Business Officials Workshop School Law Economic & Legal Ramifications Morris Plains, NJ	Patricia Rodgers 11-000-251-580-01-585	1/8/22 1/15/22 1/22/22 1/29/22	\$280.00	N/A	N/A	N/A	\$280.00
NJASBO Business Officials Workshop Insurance/Risk Management Morris Plains, NJ	Patricia Rodgers 11-000-251-580-01-585	2/5/22 2/12/22 2/26/22 3/5/22	\$280.00	N/A	N/A	N/A	\$280.00
New Jersey School Boards Association Workshop 2021 Virtual	District Admin Team and Board Members 11-000-230-585-01-300	10/26/21- 10/28/21	\$900.00	N/A	N/A	N/A	\$900.00
Diversity, Equity & Inclusion Workshop The Connection Between Race, Power and Privilege Virtual	Kelly Morris 11-000-251-580-01-585	10/7/21	\$250.00	N/A	N/A	N/A	\$250.00
Diversity, Equity & Inclusion Workshop Building a Diverse, Equitable & Inclusive Organization Virtual	Kelly Morris 11-000-251-580-01-585	10/21/21	\$250.00	N/A	N/A	N/A	\$250.00
NJASBO Pensions Workshop Whippany, NJ	Kelly Morris 11-000-251-580-01-585	10/19/21	\$100.00	N/A	N/A	\$14.00	\$114.00

B. Approval of 2021-2022 Out of District Programs

Program/Location	Account Number	Student ID #	ESY			SY			Total Cost
			Tuition	Extra Services	Dates	Tuition	Extra Services	Dates	
Green Brook Academy Bound Brook, NJ	11-000-100- 566-03-109-000	7042428089	N/A	N/A	N/A	\$77,490.00	N/A	9/8/21- 6/23/22	\$77,490.00
Educational Services Commission of NJ Future Foundations Academy Piscataway, NJ	11-000-100- 562-03-105-000	9751134352	\$5,336.00	\$708.00	6/28/21- 8/6/21	N/A	N/A	N/A	\$6,044.00
The Lewis School Princeton, NJ	11-000-100- 566-03-109-000	3790598139	N/A	N/A	N/A	\$34,750.00	\$12,423.00	7/5/21- 5/26/22	\$47,173.00
ECLC of New Jersey Chatham Township, NJ	11-000-100- 566-03-109-000	7314998953	\$6,308.20	N/A	7/6/21- 8/2/21	\$56,773.80	N/A	9/3/21- 6/24/22	\$63,082.00

C. Approval of Acceptance of Out of District Student 2021-2022 Teacher of the Deaf Services

Sending District	Student ID #	Fee	Dates	Discussion
Dunellen School District Dunellen, NJ	4523289009	\$5,108.34	9/3/21-6/30/22	42 weeks of services for student attending Somerville High School

D. Approval of Outside Presenter for Professional Development 2021-2022 School Year

Name	Account #	Cost (not to exceed)	Discussion
Kristine Mraz	11-000-223-320-02-225-999	\$2,400	Professional Development Workshop: Purposeful Play

E. Approval of Field Trip

Trip	Coordinator	Grade	Purpose
YMCA Camp Bernie Port Murray, NJ	Suzanne Updegrove	8 GATE	Trip offers team building and leadership training in support of the GATE 8 class theme of Leadership.

F. Approval of Field Experience

Name	College/University	Certification	Location	Dates	Discussion
Daniello Fois (subject to delivery of documents)	Fairleigh Dickinson University	Teacher of English	BCMS	10/4/21-11/19/21	Cooperating Teacher: Justin Rogoff, 10 days total
Rosanna Vitiello	Drexel University	Preschool through Grade 3	WES	9/21/21-10/5/21	Cooperating Teacher: Colleen Repoli, 30 hours total

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

XI. HUMAN RESOURCES

- **Report** – Kristen Fabriczi

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

A. Approval of Title IV Clubs					
Name	Account	Location	Club	Dates	Rate
Cory Hanna	20-280-100-101-02-659	WES	Sports Club	2/28/22-5/16/22	\$41 per hour (not to exceed 20 hours)
Jodi Harwood	20-280-100-101-02-659	WES	Card & Board Game Bonanza Club	10/1/21-12/20/21	\$41 per hour (not to exceed 10 hours)
Elizabeth Janiec	20-280-100-101-02-659	WES	STEM Environmental Packaging Design Club	10/7/21-12/16/21	\$41 per hour (not to exceed 10 hours)
Elizabeth Janiec	20-280-100-101-02-659	WES	Reader’s Theatre Troupe Club	9/30/21-12/9/21	\$41 per hour (not to exceed 10 hours)
Allison LeMieux	20-280-100-101-02-659	WES	Helping Hands: Community Service Club	9/13/21-11/15/21	\$41 per hour (not to exceed 10 hours)
Kate Mileto	20-280-100-101-02-659	WES	Ukulele Club	10/5/21-12/10/21	\$41 per hour (not to exceed 20 hours)
Jennifer Palermo	20-280-100-101-02-659	WES	Sign Language Club	9/29/21-12/8/21	\$41 per hour (not to exceed 10 hours)

B. Approval of Athletic Stipend				
Name	Account	Location	Position	Stipend
Scott Rourke	11-401-100-101-01-078-020	BCMS	Wrestling Coach	\$3,474

C. Approval of Mentoring				
Mentee	Mentor	Fee	Dates	Discussion
Brooke Giuliano	Carrie Santoro	\$550 (prorated)	9/1/21-12/23/21	Fee to be paid by mentee via payroll deduction
Madison Hill	Stephanie Formus	\$550	9/1/21-6/30/22	
Katie O’Shea	Eileen Szajdecki	\$550	9/1/21-6/30/22	

D. Approval of Resignation				
Name	Account Number	Position	Location	Effective Date
Diana Cirianni	11-000-217-106-01-000-090	Instructional Aide	WES	8/31/21

E. Approval of Nurses for Contact Tracing Beyond Contracted Hours					
Name	Account	Location	Position	Rate of Pay	Dates
Janet Hoffman	11-000-213-104-01-123-060	SBS	Nurse	\$66.75 per hour as needed	9/1/21-6/30/22
Denise Shaughnessy		WES		\$45.91 per hour as needed	
Ling Zhang		BCMS		\$45.96 per hour as needed	

F. Approval of Home Instruction Teachers						
Name	Name	Name	Account Numbers	Hourly Rate	Dates	Discussion
Kristen Allen Kristen Cardona Paul Cutaneo Emily Hansen Jodi Harwood Devra Hobbs Lorien Holderbaum Jack Jones Michelle Jordan Leigh Keely	Erica Landesberg Nina Manger Zachariah Miracle Susan Mariani Colleen Nejme Sonia Pereira Amanda Perez Danielle Puglisi Danielle Puzzo Emma Ryan	Carrie Santoro Candace Sharrow Abbie Sutherlin Megan VanHorn Randi Lee Venturini Erica Viel Deb Volpe Emily Williams Lori Zelnick	11-150-100-101-03-066 (020, 060, 090)	\$45	9/03/21- 6/30/22	As needed

G. Approval of Extracurricular School Activity Aides				
Name	Account Numbers	Hourly Rate	Dates	Discussion
Lindsay Atwell Jaime Cifuentes Anne Cohen Robin Dibetta Rachelle Emmons Joyce Flood Kim Gislao Diana Gurumendy Monita Haduch Leslie Jones Nicole Kotrba Karen Minette Christine Pedersen Faith Pedersen Karen Perlman Michele Rina Heather Rogalski Stephen Simborski Christine Peterson Tara Prunty	11-000-217-106-01-000 (020, 060, 090)	At their hourly rate	9/3/21-6/30/22	As needed
Ludmila Battista Benjamin Jones Colleen Nejme Carrie Santoro Candace Sharrow Megan VanHorn Emily Williams	11-000-217-106-01-000 (020, 060, 090)	\$19.27 per hour	9/3/21-6/30/22	As needed

H. Approval of Revision of Staff for Summer Child Study Team Meetings, Evaluations, BCBA, and Counseling					
Name	Account	Location	Position	From	To
Antonia DaSilva	11-000-219-104-03-087-340	WES	Social Worker	7/6/21-8/19/21	7/6/21-8/31/21
Douglas Haan			Psychologist		
Heather Lilly			LDTC		
Maritcelly Mendez			Occupational Therapist		
Amy McLaughlin			Psychologist		
Michelle Nash			Psychologist		
Lauren Ross			BCBA		
Margaret Ryan			Guidance Counselor		
Jillian Sawicki			Psychologist		

I. Approval of Revision of Staff for Summer IEP Meetings					
Name	Account Number	Position	Location	From	To
Kristen Allen Arianna Bellafiore Lauren Bockus Kristen Cardona Dawn Eelman Stephanie Formus John Gottshalk Jodi Harwood Nina Mlenak Danielle Puglisi Margaret Ryan Randi Lee Venturini Emily Williams	11-213-100-101-03-087-600	IEP Meetings	WES	7/6/21-8/19/21 \$1,200 total	7/6/21-8/31/21 \$2,000 total

J. Approval of Revision of Staff for Summer CST Meetings and Evaluations					
Name	Account	Location	Position	From	To
Tara Bisson Bethann Harrington	11-000-219-104-03-087-340	WES	LCSW	7/6/21-8/19/21	7/6/21-8/31/21

K. Approval of Personnel							
Name	Account Number	Position	Step	Salary/Rate	Location	Dates	Discussion
Keith LaBadie	11-230-100-106-01-777-020 (subject to delivery of documents)	Instructional Intervention Aide	1	\$19,094.60	BCMS	9/10/21-6/30/22	Replacing Elizabeth Altonji
Anthony Watkoskey	61-910-310-110-01-001 (subject to delivery of documents)	Lunchroom Aide	N/A	\$6,435 (prorated)	WES	9/10/21-6/30/22	Replacing Margaret Graziosi

L. Approval of Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
4396	11-120-100-101-01-012-060	Paid Sick Leave	9/1/21-10/27/21	Estimated date of return is 10/28/21

M. Approval of Substitutes			
Name	Position	Rate	Dates
Joseph Packer	Substitute Teacher/Substitute Instructional Aide (subject to delivery of documents)	\$110/\$90 per diem	9/1/21-6/30/22
Ava Vanglahn	Substitute Teacher/Substitute Instructional Aide (subject to delivery of documents)	\$110/\$90 per diem	9/1/21-6/30/22

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

XII. BUSINESS

- **Report – Vince Carpentier**

(ACTION) It is recommended that Items XII.A. through XII.F. 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 August 20, 2021 through September 9, 2021, totaling \$1,591,396.13, and ratify the Payroll for the period August 1, 2021 through August 15, 2021, totaling \$223,169.83, and for the period of August 15, 2021 through August 31, 2021, totaling \$209,207.36.

B. Secretary's Report

The Report of the Secretary for July 2021 has been submitted for Board review. As required by N.J.A.C. 6A:23A-16.10(c)(3) I, Kelly Morris, 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 July 2021 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 2021-2022 fiscal year.

C. Treasurer's Report

It is recommended that the Treasurer's Report for the month of July 2021 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 July 2021.

E. Monthly Transfer Report

It is recommended that the Board approve the July 2021 Monthly Transfer Reports.

F. Approval of Submission of American Rescue Plan Grant

It is recommended that the Board approve the submission of the American Rescue Plan, Individuals with Disabilities Grant to the New Jersey Department of Education, and to accept the grant award in the following amounts for the grant period:

Basic	\$ 56,999
Preschool	\$ 4,866
Total	\$61,865

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

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.....Cathy Curcio

XV. BOARD FORUM

XVI. EXECUTIVE SESSION

XVII. ADJOURNMENT