

Branchburg Township School District
REGULAR MEETING MINUTES

March 16, 2023

Executive Session – 6:30 p.m.

Public Meeting – 7:30 p.m.

I. CALL TO ORDER

On a motion by Mrs. Shah, seconded by Mr. Tuma, and carried unanimously, the Board agreed to convene to public session at 6:20 p.m.

The meeting was called to order at 6:20 p.m. by Board President, Vincent Carpentier, 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: Vincent Carpentier, Puja Desai, David Dugan, Theresa Joyce, Robert Maider, Bindu Shah and Charles Tuma.

The following members were absent: Kristen Fabriczi and Carmela Noto.

Also present were: Superintendent of Schools Dr. Karen Chase, Interim Board Secretary Beverly Vlietstra, Board Attorney David Rubin, Esq., and Dr. Richard Grip, Statistical Forecasting LLC.

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Mrs. Shah, seconded by Mr. Tuma, and carried unanimously, the Board agreed to convene to Executive Session at 6:20 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mrs. Shah, seconded by Mr. Tuma, and carried unanimously, the Board agreed to adjourn Executive Session at 7:24 p.m.

On a motion by Mrs. Shah, seconded by Mr. Tuma, and carried unanimously, the Board agreed to reconvene to public session at 7:32 p.m.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Dr. Chase acknowledged the following student artists:

- Ava Steigerwald (Teacher: Chris Boehm)
- Landon Ortiz (Teacher: Samantha Rueger)
- Haven Sarles (Teacher: Meghan Russo)

David Rubin, Esq., Board Attorney, gave an Ethics training presentation to the Board.

Dr. Richard Grip, of Statistical Forecasting LLC, gave a demographic study presentation to the Board.

Dr. Chase gave a presentation on the recommended 2023-2024 Budget.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

Motion by Mrs. Shah, seconded by Mr. Tuma that Items VIII.A. and VIII.F. be moved upon the recommendation of the Superintendent.

On call of the vote, Items VIII.A. and VIII.F. were unanimously approved by Roll Call, with Mr. Maider abstaining on Items VIII.A., VIII.E. and VIII.F., and Mrs. Shah abstaining on Items VIII.A. and VIII.F.

Mr. Carpentier said he attended the school play “Matilda”, and that the students did an excellent job. He congratulated everyone involved, and said they should all be proud.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of February 16, 2023, and Minutes of the Executive Session of March 8, 2023.

B. Approval of 2023 - 2024 School District Calendar

It is recommended that the Board approve the 2023-2024 School District Calendar.

C. Approval of 2023 - 2024 Holiday Calendar for 12 Month Staff

It is recommended that the Board approve the 2023-2024 Holiday Calendar for the 12 Month Staff.

D. Approval of Summer Calendar for all District Offices

It is recommended that the Board approve the summer calendar for all District offices, Monday through Thursday, 8:00 a.m. to 4:15 p.m., July 3, 2023 through August 25, 2023.

E. Approval of Harassment, Intimidation, and Bullying Report			
Building	Incident #	Date	Discussion
SBS	SSDS# 045355	2/1/23	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.
SBS	SSDS# 043482	2/2/23	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.
SBS	SSDS# 043503	2/1/23	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.
BCMS	SSDS# 047735	2/2/23	BE IT RESOLVED that the Board of Education accepts the recommendation of the Superintendent that this incident did meet the criteria of H.I.B. as defined in N.J. 18A:37-14.

F. Approval of Harassment, Intimidation, and Bullying Parental Appeal			
Building	Incident #	Date	Discussion
SBS	SSDS# 019918	12/15/22	BE IT RESOLVED that the Board of Education has conducted a hearing on an appeal of a finding of Harassment, Intimidation and Bullying for parents of Student ID# 2093947842, and hereby confirms the Board's decision of March 8, 2023, and denies the parent appeal.

IX. POLICY

Motion by Mrs. Shah, seconded by Mr. Tuma that Items VIII.A. and VIII.B. be moved upon the recommendation of the Superintendent.

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

Mr. Dugan said the Policy Committee met, and went over the policies and regulations listed on the agenda. He specifically went over Policy P0152 listed on the agenda under "Policy and Regulations First Reading". On recommendation of the District's policy vendor, and the Policy Committee, asked the Board to adopt the revised policy.

A. Policy and Regulations Second Reading		
Policy/Regulation	Title	Discussion
P 0161	Call, Adjournment, and Cancellation	Revised
P 0162	Notice of Board Meetings	Revised
P 2423	Bilingual and ESL Education (M)	Revised
R 2423	Bilingual and ESL Education (M)	Revised
P 2425	Emergency Virtual or Remote Instruction Program (M)	Revised
R 2425	Emergency Virtual or Remote Instruction Program (M)	New
P 5200	Attendance (M)	Revised
R 5200	Attendance (M)	Revised
P 8140	Student Enrollments (M)	Revised
R 8140	Enrollment Accounting (M)	Revised
P 8330	Student Records (M)	Revised
R 8330	Student Records (M)	Revised

B. Policy and Regulations First Reading		
Policy/Regulation	Title	Discussion
P 0152	Board Officers	Revised

X. EDUCATION

Motion by Mrs. Shah, seconded by Mr. Tuma that Items X.A. through X.I. be moved upon the recommendation of the Superintendent.

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

Mr. Maider said the Education Committee met last week and discussed the following:

- The Climate Awareness Grant; and
- Student enrollment.

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
Increasing Your Impact as an Instructional Coach Virtual	Kelly Boyle 20-270-200-500-02-649	5/10/23	\$395.00	N/A	N/A	N/A	\$395.00
Understanding & Managing Mental Health Kenilworth, NJ	Bradley Harris 20-270-200-500-02-649	3/29/23	N/A	N/A	N/A	\$11.75	\$11.75
Adapting the Units of Study in Reading for Students with IEPs Virtual	Lauren Knoke 20-270-200-500-02-649 20-484-200-300-02-000	5/17/23- 5/19/23	\$242.18 \$457.82	N/A	N/A	N/A	\$242.18 \$457.82
Restorative Discipline Conference Virtual	Kristen Kries 11-000-240-580-02-000-020	3/8/23- 3/9/23	\$489.00	N/A	N/A	N/A	\$489.00
Restorative Discipline: Help Your Students Improve Their Behavior Virtual	Kristen Kries 11-000-240-580-02-000-020	4/3/23	\$159.00	N/A	N/A	N/A	\$159.00
Child Study Team Training Series 3 New Providence, NJ	Anthony Maiorano N/A	5/3/23	N/A	N/A	N/A	N/A	N/A

Conferences/Workshops (continued)	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals/ Exp.	Tolls/Parking /Mileage	Total
Strengthening Your Student's Math Learning & Engagement with DESMOS Activity Builder Virtual	Kristyn Perello 20-270-200-500-02-649	3/30/23	\$279.00	N/A	N/A	N/A	\$279.00
NGSS Engineering Branchburg, NJ	Kristen Perrine N/A	3/29/23	N/A	N/A	N/A	N/A	N/A
You Too Can Do ABA New Providence, NJ	Shannon Reilly 20-270-200-500-02-649	2/22/23 2/28/23 3/8/23	N/A	N/A	N/A	\$50.19	\$50.19
NJAMLE Annual Conference Middletown Township, NJ	Suzanne Updegrove 20-270-200-500-02-649	3/15/23	N/A	N/A	N/A	39.95	39.95

B. Approval of Acceptance of Grant Funds					
Grantor	Grant Name	Requester	Location	Check #	Amount
Branchburg Education Foundation	Author's Day	Christina Pernini Michelle Dooley	Whiton	1309	\$2,660

C. Approval of Field Trips			
Trip	Coordinator	Grade	Purpose
Flair Dance Academy Hillsborough, NJ	Liana Nemiroff	6-8	Enrichment Day Activity
Private Ghost Tours New Hope, PA	Sam Turner Deborah Glick	6-8	Enrichment Day Activity
Raritan Valley Theater Branchburg, NJ	Ruth Pluymsers	2	Enhancement of the character reading unit. Students will be attending the show "It's Okay to be Different"

D. Approval of Fundraisers/Service Projects				
School	Group	Event Coordinator	Dates	Purpose
SBS	Whole School	Kristen Kries Nina Manger	5/1/23- 5/25/23	As part of Stony Brook's Memorial Day celebration, to support our veterans we will be collecting items to create care packages for active duty military personnel.
BCMS	Student Council	Wendy Michels	4/25/23	The Student Council would like to propose a Color Run/Walk fundraiser to be held after school. It will be held on school grounds and participants will donate money to participate and also be able to collect pledge donations from family and friends. All proceeds will be donated to this year's NJASC State Charity, Imagine: A Center for Coping with Loss.
BCMS	Student Council	Wendy Michels	3/17/23- 4/10/23	The Student Council would like to raise money to support research into childhood cancer via the St. Baldrick's Foundation. If the collection goal is met, students (with parental permission) and faculty will have their heads shaved at an assembly.
WES	2nd Grade	Christopher Boehm	4/28/23	For the Empty Bowls fundraiser, Whiton staff members create pottery bowls which are raffled off to attendees who purchase tickets. The event also showcases pottery that students made in art class which are put on display. Families are asked to bring a box of mac and cheese which along with the proceeds of the auction, are donated to the Somerset County Food Bank.

E. Approval of Contracted Educational Services					
Vendor	Account Number	Student ID #	Rate	Effective Date	Discussion
Silvergate Prep Bridgewater, NJ	11-150-100-320-03-069-020	11006499353	\$45.00 (per hour)	3/6/23	Homebound Contracted Instruction. Not to exceed 10 hours per week.

F. Approval of Fieldwork/Mentoring					
Name	College/University	Certification	Location	Dates	Discussion
Breanne Szatkowski	Rutgers University	Learning Disabilities Teacher Consultant	District	4/17/23- 6/23/23	Fieldwork/mentoring will be completed outside of Breanne's daily teaching responsibilities

G. Approval of Outside Presenter for Professional Development Days				
Vendor	Account Number	Cost	Dates	Discussion
Minding Your Mind	11-000-223-320-02-225-999	\$1,200 (not to exceed)	3/24/23 4/6/23	"Just Talk About It" presentation

H. Approval of Revision of Vendor						
Vendor	Account Number	Cost	Dates	From	To	Discussion
				Total	Total	
Preferred Special Services, LLC	11-000-216-320-03-456- 800	\$45 (per PT unit) \$200 (per evaluation)	9/1/22- 6/30/23	\$45,000	\$54,000	Physical Therapy Services for IEP Students

I. Approval of 2022-2023 Out of District Programs							
Program/Location	Account #	Student ID #	SY Tuition	SY Extra Services	Dates	Total Cost	
Mercer County Special Services School District Hamilton, NJ	11-000-100-562-03-105-000	9925443611	\$29,520.00 (non resident tuition)	\$16,000.00	2/21/23- 6/30/23	\$45,520.00	
Shepard School Kinnelon, NJ	11-000-100-566-03-109-000	4142189538	\$18,263.62	N/A	3/20/23- 6/21/23	\$18,263.62	

XI. HUMAN RESOURCES

Motion by Mrs. Shah, seconded by Mr. Tuma that Items XI.A. through XI.M., be moved upon the recommendation of the Superintendent.

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

Mr. Tuma said the Human Resource Committee met last week, and discussed to following:

- Items listed on the agenda;
- Item XI.F. – The hiring of the new Learning Disabilities Teacher Consultant; and
- Item XI.H. – Approval of Retro Pay.

Dr. Chase and the Board wished the retirees well, and thanked them for their dedication to the students of the Branchburg Township School District.

Dr. Chase and the Board wished Patricia Rodgers well in her new position.

A. Approval of Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
4351	11-230-100-101-01-072-090	Paid Sick Leave	3/15/23-4/26/23	Estimated date of return is 4/27/23
5640	11-213-100-101-01-057-060	Paid Sick Leave	3/7/23-3/21/23	Estimated date of return is 3/22/23

B. Approval of Mentoring				
Mentee	Mentor	Fee	Dates	Discussion
Noelle Decowski	Nina Manger	\$550	2/24/23-10/10/23	Fee to be paid by mentee via payroll deduction

C. Approval of Retirements				
Name	Account Number	Position	Location	Effective Date
Geralyn Cecchini	11-110-100-101-01-001-090	Kindergarten Teacher	WES	6/30/23
Marie Miceli	11-000-240-105-01-343-090	School Clerk	WES	6/30/23

D. Approval of Athletic Stipend			
Name	Account	Positon	Stipend
Anthony Camisa	11-401-100-101-01-078-020	Lacrosse Coach	\$3,474

E. Approval of Extra Duty Pay				
Name	Account	Rate	Date	Discussion
Danielle Puglisi	11-424-100-178-01-013-020	\$41 per hour	3/8/23	Attend career fair at TCNJ with Human Resources

F. Approval of Personnel						
Name	Account Number	Position	Step/Level	Salary/Rate	Dates	Discussion
Ann Marie Polinger (subject to delivery of documents)	11-000-219-104-01-162-340	Learning Disabilities Teacher Consultant	21/182	\$83,550 (prorated)	5/16/23- 6/30/23	Replacing Antonia DaSilva

G. Approval of Revision of Non-Athletic Stipends					
Name	From	To	Position	Stipend	Discussion
Kelly Evans	N/A	2/1/23	Encore Team Leader	\$2,259 (prorated)	Adding Effective date
Noel Maroon	11-401-100-101-01-078-020	11-401-100-101-01-078-060	Drama Coach	\$1,765	Change of account number
Kristen Perrine	11-401-100-101-01-078-020	11-401-100-101-01-078-060	Assistant Drama Coach	\$1,104	

H. Approval of Retroactive Pay					
Name	Account Number	Position	Amount	Effective Date	Discussion
Kenneth Forsyth	11-130-100-101-01-021-020	Social Studies Teacher	\$22,975	3/17/23	Salary correction due to error in the 2009- 2010 school year

I. Approval of Revision of Personnel				
Name	Account Number	Position	From	To
Katrina Wong	11-120-100-101-01-012-060	LR - 5th Grade Teacher (no tenure accrual)	2/21/23-3/17/23	2/21/23-4/28/23

J. Approval of 2022-2025 Agreement between Branchburg Board of Education of the Township of Branchburg and Branchburg Township Education Association

K. Approval of 2022-2023 Contracts

- Tenured Teachers
- Non-Tenured Teachers
- Secretaries/Clerks
- Bus Drivers
- Custodians
- Library Media Assistants
- Instructional Aides

L. Approval of Title I Tutors				
Name	Account	Location	Rate	Dates
Randi Childers	20-231-100-101-02-648	SBS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Ludmila Battista	20-231-100-101-02-648	SBS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Kathleen Schunk	20-231-100-101-02-648	SBS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Isabella Russo	20-231-100-101-02-648	SBS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Victoria Avila	20-231-100-101-02-648	SBS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Noelle Decowski	20-231-100-101-02-648	SBS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Lauren Knoke	20-231-100-101-02-648	SBS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Cristina Pernini	20-231-100-101-02-648	WES	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Megan VanHorn	20-231-100-101-02-648	WES	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Joseph Larramendia	20-231-100-101-02-648	WES	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Marissa Larramendia	20-231-100-101-02-648	WES	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Emily Lloyd	20-231-100-101-02-648	WES	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Karen Palko	20-231-100-101-02-648	WES	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Dawn Eelman	20-231-100-101-02-648	WES	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Jodi Harwood	20-231-100-101-02-648	WES	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Kristen Cardona	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Michele Jordan	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Sonia Pereira	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Zach Miracle	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Kathleen Monteforte	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23

3/16/2023

L. Approval of Title I Tutors (continued)				
Name	Account	Location	Rate	Dates
Deborah Volpe	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Liana Nemiroff	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Tiffany Stuack Polak	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Wendy Dejulio	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23
Danielle Puglisi	20-231-100-101-02-648	BCMS	\$41 per hour (not to exceed \$1,353)	3/17/23-6/2/23

M. Approval of Resignation				
Name	Account Number	Position	Location	Effective Date
Patricia Rodgers	11-000-251-100-01-529	Assistant School Business Administrator/Board Secretary	BOE	5/12/23

XII. BUSINESS

Motion by Mrs. Shah, seconded by Mr. Tuma that Items XII.A. through XII.M. be moved upon the recommendation of the Superintendent.

On call of the vote, Items XII.A. through XII.N. were unanimously approved by Roll Call, with Mr. Tuma “Nay” on Items XII.A., XII.L. and XII.M.

Mrs. Joyce said the Business Committee met on February 23, 2023, and discussed the following:

- 2023/2024 Budget; and
- Completed projects.

Mrs. Joyce went over all the projects that were completed in the district.

A. Adoption of the Branchburg Township School District Tentative Budget

BE IT RESOLVED that the Branchburg Township School District tentative budget be approved for the 2023-2024 school year using the 2023-2024 state aid figures;

AND, the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6:

	General Fund	Special Revenues	Debt Service	Total
Expenditures	\$53,793,561	\$822,816	\$2,131,888	\$56,748,265
Anticipated Revenues	\$ 8,715,910	\$822,816	\$1	\$ 9,538,727
Taxes to be Raised	\$45,077,651	\$0	\$2,131,887	\$47,209,538

AND, to advertise said tentative budget in the Courier News in accordance with the form suggested by the New Jersey Department of Education and according to law;

AND, a public hearing on the budget for the 2023-2024 school year will be held at the Branchburg Central Middle School on May 4, 2023 at 7:30 p.m.

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 \$63,200.00 for the 2023-2024 school year. The maximum travel expenditure amount for the 2022-2023 school year is \$76,475.00, of which \$6,629.60 has been spent and \$1,744.00 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 \$500 for which board approval is not required in 2023-2024.

Capital Reserve

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$1,200,020 for capital projects as detailed in the tentative budget which includes the following projects:

School	Project
Branchburg Central Middle School	Partial Roof Replacement
Branchburg Central Middle School	Boilers #4 and #5 - Replacement
Branchburg Central Middle School	Bathrooms: Remodel bathrooms in 200 wing
Branchburg Central Middle School	Entry Driveway Milling and Paving
Branchburg Central Middle School	Security Bollards
Stony Brook School	Security Bollards
Stony Brook School	Playground Replacement
Stony Brook School	Bathroom Renovation

School	Project
Whiton Elementary School	Gym Heaters
Whiton Elementary School	Playground Fence
Transportation	Building Parking Lot Lighting
Transportation	Repaving Parking Lot
Old York School	HVAC Units Replacement (5)

Tuition Reserve

BE IT RESOLVED that the Board of Education includes in the budget a tuition reserve withdrawal in the amount of \$900,000 for anticipated tuition expenses in the 2023-2024 school year.

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 2023-2024 budget as follows:

Service	Not to Exceed
Legal	\$ 60,000
Auditing	\$ 52,500
Special Education Related Services	\$380,000
Architect/Engineering	\$500,000

B. Bill List

It is recommended that the Board approve the List of Bills for the period February 17, 2023 through February 24, 2023, totaling \$57,232.00, and for the period February 25, 2023 through March 8, 2023, totaling \$2,260,163.05, and for the period March 9, 2023 through March 16, 2023, totaling \$429,326.36, and ratify the Payroll for the period February 16, 2023 through February 28, 2023, totaling \$957,962.30, and for the period March 1, 2023 through March 15, 2023, totaling \$956,622.35.

C. Secretary's Report

The Report of the Secretary for February 2023 has been submitted for Board review. As required by N.J.A.C. 6A:23A-16.10(c)(3) I, Beverly Vlietstra, Interim 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 February 2023 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 2022-2023 fiscal year.

D. Treasurer's Report

It is recommended that the Treasurer's Report be accepted and filed for the month of February 2023.

E. Line Item Transfers

It is recommended that the Board accept the list of Line Item Transfers for the month of February 2023.

F. Monthly Transfer Report

It is recommended that the Board approve the Monthly Transfer Report for the month of February 2023.

G. Approval to Pay Bills

In accordance with N.J.S.A. 18A:19-4.1, the Board of Education approves Beverly Vlietstra, Interim School Business Administrator, to issue payment of bills for March 16, 2023 through April 20, 2023 prior to the next regularly scheduled meeting of April 20, 2023, and with the approval and consent of the Interim Superintendent of Schools, then present said bills to the Board at the April 20, 2023 meeting for ratification.

H. Approval of Contract for Auditor

It is recommended that the Board approve a contract with the firm of Nisivoccia LLP for the 2023-2024 school year to perform an audit of the 2022-2023 financial operations of the District at a fee of \$52,000, and \$6,000 for the Food Service Enterprise Fund, to be paid from account #11-000-230-332-01-282, and sufficient funds are available in the 2023-2024 budget.

I. Approval to Repair Steps and Railings at Whiton Elementary School

It is recommended that the Board of Education approve Kalogridis Contracting LLC to repair steps and railings on the loading dock at Whiton Elementary School, at a total cost of \$7,100, to be paid by purchase order, through account #61-910-310-420-01-000, and sufficient funds are available in the 2022-2023 budget.

J. Approval of Submission of Grant Application

It is recommended that the Branchburg Township Board of Education approve the submission of a grant application to the New Jersey Department of Education for an anticipated award of \$6,500 for Climate Awareness Education.

K. Approval of Accounting and Consulting Services

It is recommended that the Board approve School Accounting Services, LLC, to provide accounting and consulting services to the District for the 2022-2023 school year at an hourly rate of \$150, not to exceed \$2,500, to be paid from account #11-000-251-330-01-000, and sufficient funds are available in the 2022-2023 budget.

L. Approval of 2023-2024 Somerville High School Tuition Rate

It is recommended that the Board approve an estimated Somerville High School tuition rate of \$19,402 per pupil for the 2023-2024 school year.

M. Use of Banked Cap

BE IT RESOLVED that the Branchburg Township Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$423,384 for the purpose of supporting current programs. The district intends to complete said purposes by June 2024.

XIII. PUBLIC COMMENT

Randi Lee Childers, Branchburg Township Education Association President, recognized the retirees, wished them well and thanked them for their dedication to the students of Branchburg.

Randi Lee Childers also recognized the resignation of Patricia Rodgers, Assistant Business Administrator, and said it was a pleasure to work with her both personally and professionally.

XIV. BOARD LIAISON REPORTS

Mrs. Shah reminded everyone that the Harlem Wizard basketball game is tomorrow night, February 17, 2023.

XV. EXECUTIVE SESSION

On a motion by Mrs. Shah, seconded by Mr. Tuma, and carried unanimously, the Board agreed to convene to Executive Session at 8:55 p.m. to discuss personnel issues.

On a motion by Mrs. Shah, seconded by Mr. Tuma, and carried unanimously, the Board agreed to adjourn Executive Session at 9:30 p.m.

XVI. ADJOURNMENT

On a motion by Mrs. Shah, seconded by Mr. Tuma, and carried unanimously, the Board agreed to adjourn at 9:30 p.m.

Respectfully Submitted,

Beverly Vlietstra
Interim Board Secretary