

*Branchburg Township School District*  
**REGULAR MEETING MINUTES**  
September 7, 2023

**Executive Session –**  
*(There was no Executive Session)*  
**Public Meeting – 7:30 p.m.**

**I. CALL TO ORDER**

On a motion by Mr. Tuma, seconded by Ms. Desai, and carried unanimously, the Board agreed to convene to public session at 7:30 p.m.

The meeting was called to order at 7:30 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, Kristen Fabriczi, Theresa Joyce, Carmela Noto and Charles Tuma.

The following members were absent: Robert Mairder and Bindu Shah.

Also present were: Superintendent of Schools Dr. Karen Chase and Business Administrator/Board Secretary Sally Dolan.

**II.** The Secretary called the roll.

**III. CALL TO EXECUTIVE SESSION**

There was no Executive Session.

**IV.** The assembly saluted the flag.

**V.** Statement of Adequate Notice

**VI. SUPERINTENDENT'S REPORT**

Dr. Chase spoke about the following:

- The District welcomed back the teachers on September 1, 2023;
- Single session day for the first day of classes; and
- Donations listed on the agenda.

**VII. PUBLIC COMMENT**

There was no public comment.

**VIII. GOVERNANCE**

Motion by Mr. Tuma, seconded by Ms. Desai 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 Ms. Joyce abstaining on Item VIII.B.

Mr. Carpentier spoke about the following:

- Mr. Maider will head the Referendum Committee; and
- The Referendum Committee met before the Board meeting to explore options for the referendum.

**A. Approval of Minutes**

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of August 3, 2023.

B. Approval of Harassment, Intimidation, and Bullying Parental Appeal			
Building	Incident #	Date	Discussion
BCMS	SSDS# 077640	6/1/23	BE IT RESOLVED that the Board of Education has conducted a hearing on an appeal of a finding of Harassment, Intimidation and Bullying for parent of Student ID# 5520244382, and hereby confirms the Board's decision of August 3, 2023, and denies the parent appeal.

**C. Approval of Job Descriptions**

It is recommended that the Board approve the following revised/new job descriptions:

- School Nurse
- District Registered Nurse
- School Safety and Security Coordinator
- District Mental Health & Well-Being Social Worker

**IX. POLICY**

Mr. Dugan said the Policy Committee met on September 6, 2023, and discussed policies to be listed as First Reading on the next Board meeting agenda.

**X. EDUCATION**

Motion by Mr. Tuma, seconded by Ms. Desai that Items X.A. through X.H. be moved upon the recommendation of the Superintendent.

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

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.

Conferences/Workshops	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals/Exp.	Tolls/Parking/ Mileage	Total
IDA Conference Virtual	Kelly Boyle 20-488-200-500-02-00	10/26/23- 10/27/23	\$100.00	N/A	N/A	N/A	\$100.00
Keys to Literacy: Vocab. Training Virtual	Kelly Boyle 20-488-200-500-02-00	11/7/23 11/28/23	\$299.00	N/A	N/A	N/A	\$299.00
Harness the Power & Possibilities of Read Aloud Virtual	Kelly Boyle 20-488-200-500-02-00	12/12/23	\$150.00	N/A	N/A	N/A	\$150.00
How to Implement Engaging Problem Solving in Math Norristown, PA	Kathleen Gaston 20-488-200-500-02-00	10/12/23	\$275.00	N/A	N/A	\$73.18	\$348.18
NJASBO School Business Administrator Cert. Program Robbinsville, NJ	Jill Liedtka 11-000-251-580-01-585	9/9/23- 5/4/24	\$2,175.00	N/A	N/A	N/A	\$2,175.00
Hot Issues in Special Education Laws Virtual	Michelle Nash 11-000-219-580-03-144- 999	10/5/23	\$150.00	N/A	N/A	N/A	\$150.00
Social Emotional Character Development New Brunswick, NJ	Michelle Nash N/A	10/11/23	N/A	N/A	N/A	N/A	N/A
NGSS Workshop Series Branchburg, NJ	Catherine Rello 20-270-200-500-02-649	11/1/23 12/6/23 2/7/24 2/28/24 3/12/24	\$750.00	N/A	N/A	N/A	\$750.00

**B. Approval of 2023-2024 Out of District Programs**

Program/ Location	Account Number	Student ID #	ESY			SY			Total Cost
			Tuition	Extra Services	Dates	Tuition	Extra Services	Dates	
Bancroft NeuroHealth Moorestown, NJ	11-000-100-566- 03-109-000	2536453798	\$12,445.20	\$6,600.00	7/10/23- 8/18/23	\$74,671.20	\$39,600.00	9/6/23- 6/17/24	\$133,316.40

Montgomery Academy Basking Ridge, NJ	11-000-100-566-03-109-000	6384807243	\$472.89	N/A	7/6/23	\$85,120.20	N/A	9/6/23-6/21/24	\$85,593.09
Mercer County Special Services School District Hamilton, NJ	11-000-100-562-03-105-000	9925443611	N/A	N/A	N/A	\$68,635.00	\$37,000.00	9/7/23-6/19/24	\$105,635.00

C. Approval of Revision of Service Agreement						
Vendor	Account Number	From		To		Discussion
		Cost	Date	Cost	Dates	
Tiffany Mosquera SLI Services Bridgewater, NJ	11-000-219-320-03-181-340	\$1,000 (not to exceed)	9/1/23-6/30/24	\$1,200 (not to exceed)	8/29/23-6/30/24	Sign Language Interpreter

**D. Approval of Acceptance of Out of District Students for 2023-2024 School Year**

It is recommended that pursuant to Policy 5111, the Board approve the acceptance of the following Out of District Students.

- State Student ID # 3949601234
- State Student ID # 6601793539
- State Student ID # 8717533175
- School ID # 13318
- School ID # 13305
- School ID # 13247

**E. Approval of 2023-2024 Tentative School Field Trips**

- Attachment 1

F. Approval of Service Agreements				
Vendor	Account Number	Rate	Dates	Discussion
The Uncommon Thread Sterling, NJ	11-000-219-320-03-181-340	\$110 per hour (not to exceed \$67,870.00)	10/2/23-1/26/24	Maternity Leave Replacement
Chris Cross Kids, LLC Stewardsville, NJ	11-000-219-320-03-181-340	\$95 per hour	9/6/23-6/30/24	Occupational Therapy Services

G. Approval of Contracted Services					
Vendor	Account Number	Student ID #	Rate Per Hour	Dates	Discussion
Carnegie Healthcare Hamilton, NJ	11-000-219-320-03-181-340	7930912675	\$35 LPN - Shared \$45 RN - Shared \$60 LPN - Not Shared \$70 RN - Not Shared	7/1/23-6/30/24	Bus Nurse
Bayada Home Health Care Somerset, NJ	11-000-219-320-03-181-340	4212290701	\$50 LPN \$60 RN (not to exceed \$64,800)	9/6/23-6/30/24	Bus Nurse

H. Approval of Student Teacher					
Name	College/University	Certification	Location	Dates	Discussion
Farris Alfaniak (subject to delivery of documents)	Grand Canyon University	Teacher of Mathematics	BCMS	9/8/23-6/30/24	Cooperating Teacher: Kathleen Gaston

## XI. HUMAN RESOURCES

Motion by Mr. Tuma, seconded by Ms. Desai that Items XI.A. through XI.P., be moved upon the recommendation of the Superintendent.

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

Mr. Tuma spoke about the following:

- The Human Resources Committee will meet next week;
- Thirteen new substitutes are listed on the agenda; and
- The District is now fully staffed.

A. Approval of Extra Duty Pay				
Name	Account	Position	Rate	Dates
Ludmila Battista Melissa Cocivera- Omelio Madison Hill	20-487-100-100-00-000	Power Pack	\$41 per hour (not to exceed \$3,690)	9/8/23-6/30/24
Zachariah Miracle	20-487-100-100-00-000	Study Skills	\$41 per hour (not to exceed 65 hours)	9/8/23-6/30/24
Kenneth Forsyth	11-401-100-101-01-078-020	Dungeons & Dragons	\$41 per hour (not to exceed \$1,739.75)	9/8/23-6/30/24
Nathan Fehnel Zachariah Miracle Sonia Pereira	20-487-100-100-00-000	Guided Study	\$41 per hour (not to exceed \$5,000 total)	9/8/23-6/30/24
Zachariah Miracle Isabella Russo	11-000-223-104-02-210-999	New Staff Orientation	\$41 per hour (not to exceed 2 hours each)	8/14/23-8/16/23
Christopher Boehm	11-401-100-101-01-078-090	Mural	\$41 per hour (not to exceed 6 hours)	7/1/23-8/31/23
Kayla Valinoti	11-130-100-101-01-021-020	Lesson plans	\$41 per hour (not to exceed 1 hour per day, 14 hours total)	9/1/23-6/30/24

B. Approval of Mentoring				
Mentee	Mentor	Fee	Dates	Discussion
Jordan Apsley	Amanda Roper	\$550 (prorated)	9/1/23-6/30/24	
Melissa Bula	Catherine Rello	\$550 (prorated)	9/1/23-6/30/24	

Noelle Decowski	Nina Manger	\$550 (prorated)	9/1/23-6/30/24	Fee to be paid by mentee via payroll deduction
Stefan Fink	Zach Miracle	\$550	9/1/23-6/30/24	
Nikki Leffler	Nicole Kepner	\$550	9/1/23-6/30/24	
Brittany Cheng	Colleen Nejmeh	\$550	9/1/23-6/30/24	
Katie Ollis	Erica Viel-Desimone	\$550	9/1/23-6/30/24	
Candace Sharrow	Danielle LoCascio	\$550	9/1/23-6/30/24	
Kenneth Vaughn	Isabella Russo	\$550	9/1/23-6/30/24	

### C. Approval of 2023-2024 Substitutes

Name	Position	Rate	Dates
James Gabrielski (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Anthony Gerbino (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Kimberly Lai (subject to delivery of documents)	Substitute Nurse	\$225 per day	9/1/23-6/30/24
Bethany Lopez (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Zachary McAloon (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Kavya Padamati (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Daniel Payne (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Kristin Robinson (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Kriti Sehgal (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Mandor Soman (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Jennifer Walker (subject to delivery of documents)	Substitute Nurse	\$225 per day	9/1/23-6/30/24
Brianna Wheeler (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24
Morgan Zissman (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/1/23-6/30/24

D. Approval of Personnel							
Name	Account Number	Position	Location	Step/Level	Salary/Rate	Dates	Discussion
Nicole Bonaduce	11-000-213-104-01-123-090	District Registered Nurse	WES	NA	\$75,470.00	9/1/23-6/30/24	New Position
Jeannie Chapkowski (subject to delivery of documents)	11-000-217-106-01-000-020	Instructional Aide	BCMS	10/NA	\$24,547.25 (prorated)	9/26/23-6/30/24	Replacing Mary Spitz
Cindy Duran (subject to delivery of documents)	11-000-217-106-01-000-090	Instructional Aide	SBS	6/NA	\$22,145.76 (prorated)	9/11/23-6/30/24	Replacing Joyce Flood
Taralyn Fleming (subject to delivery of documents)	11-000-217-106-01-000-020	Instructional Aide	SBS	1/NA	\$21,104.72 (prorated)	9/11/23-6/30/24	Replacing Nicole Kotrba
Alison Manley (subject to delivery of documents)	11-213-100-101-01-057-060	Special Education Teacher	SBS	4/150	\$66,875.00 (prorated)	10/30/23-6/30/24	New Position
Collin Petronella	11-213-100-101-01-057-090	Special Education Teacher	WES	2/BA	\$62,075.00	9/1/23-6/30/24	New Position
Peter Spilletti	11-000-270-161-01-470 11-000-270-160-01-462	Bus Driver	Transportation	1/NA	\$32.90 per hour 5.5 hours per day	9/1/23-6/30/24	Replacing Antoinette Lorenc

E. Approval of ESY Speech Teacher				
Name	Account Number	Position	Dates	Hourly Rate
Meghan Castellano	11-000-216-101-03-078-800	ESY Speech Teacher	7/5/23-8/31/23	\$45 per hour (not to exceed 6 hours)

F. Approval of Resignations				
Name	Account Number	Position	Location	Effective Date
Jaclyn Furnari	11-401-100-101-01-078-020	Crowd Control	BCMS	9/01/23
Mary Spitz	11-204-100-106-01-059-090	Instructional Aide	WES	8/15/23

G. Approval of 2023-2024 Non-Athletic Stipends				
Name	Account Number	Position	Stipend	Dates
Nicole Kepner	11-401-100-101-01-078-020	Student Council Advisor	\$2,976	9/1/23-6/30/24
Regina Santangelo	11-401-100-101-01-078-020	Strings Concert Prep	\$827	9/1/23-6/30/24
Deborah Volpe	11-401-100-101-01-078-020	8th Grade Team Leader	\$2,259 (prorated)	9/1/23-9/18/23

<b>H. Approval of 2023–2024 Athletic Stipends</b>			
Name	Account Number	Position	Stipend
Deborah Volpe	11-401-100-101-01-078-020	Girls Cross Country	\$2,703
Carly Moor	11-401-100-101-01-078-020	Girls Lacrosse	\$3,474
Jaclyn Furnari	11-401-100-101-01-078-020	Dance Team	\$3,310

<b>I. Approval of Leave</b>				
Employee #	Account Number	Type of Leave	Dates	Discussion
5768	11-000-217-106-01-000-020	Paid Sick Leave Unpaid Leave	9/5/23-9/18/23 9/19/23-11/13/23	Estimated date of return is 11/14/23
5904	61-910-310-110-01-001	Paid Sick Leave	9/6/23-9/29/23	Estimated date of return is 10/2/23
5516	61-910-310-110-01-001	Paid Sick Leave Unpaid Leave	9/6/23-9/27/23 9/28/23-10/31/23	Estimated date of return is 11/1/23

<b>J. Approval of Revision of Personnel</b>								
Name	Account Number	Position	Location	Step/Level	From	To	Dates	Discussion
Nathan Fehnel	11-000-218-104-01-141-090	Guidance Counselor (Part-Time)	WES	1/212	\$44,141.85 60.70%	\$41,141.85 60.70%	9/1/23- 6/30/24	Clerical error on June 22, 2023 agenda
Stephanie Keck	11-000-270-161-01-470	Bus Driver	Transportation	3/NA	Part-Time 73%	Full-Time 100% 5.5 hours per day	9/1/23- 6/30/24	N/A
Fletcher Rodgers	11-000-261-110-01-397	Part-Time Summer Maintenance Worker	\$15 per hour	N/A	7/5/23- 9/1/23	7/5/23- 9/5/23	NA	Needed to assist with additional painting

<b>K. Approval of Title Change</b>			
Name	Account Number	From	To
Margaret Ryan	11-000-219-104-01-168-340	District Social Worker	District Mental Health & Well-Being Social Worker

**L. Approval of 2023-2024 School Improvement Panels**

It is recommended that the Board approve the following School Improvement Panels to ensure, oversee and support the implementation of the District's evaluation, professional development and mentoring policies.



Whitton Elementary School	Stony Brook Elementary School	Branchburg Central Middle School
Allison Brembt Victoria Gerry Emily Lloyd Amanda Roper Danielle Shober Beth Stanton	Kristen Kries Jennifer Felix Lorien Holderbaum Robert Katz Erica Landeberg Nina Manger Caroline Och Isabella Russo Carrie Santoro	Danielle Puglisi Kristen Cardona Suzanne Updegrove Chris Derflinger Matthew Barbosa

M. Approval of Assignment			
Name	Account Number	Position	Stipend
Steven Davenport	11-000-230-105-01-273	Attendance Officer	\$45.40 per hour (as needed)

N. Approval of Revision of Hours for Child Study Team Meetings and Evaluations					
Name	Account Number	Position	From	To	Dates
Claire Sheats	11-000-219-104-03-087-340	School Psychologist (ESY)	Not to exceed 90 hours	Not to exceed 110 hours	7/5/23-8/31/23

O. Approval of Revision of Leave				
Employee #	Account Number	Type of Leave	To	Discussion
5341	11-424-100-178-01-013-020	Paid Maternity/Disability Leave of Absence: 5/15/23-5/30/23 Personal Days: 5/31/23 - 6/2/23 NJ Family Leave Act/FMLA: 6/5/23-11/15/23	Paid Maternity/Disability Leave of Absence: 5/15/23-5/30/23 Personal Days: 5/31/23 - 6/2/23 NJ Family Leave Act/FMLA: 6/5/23-11/15/23 Unpaid Leave: 11/16/23-12/1/23	Estimated date of return is 12/4/23

P. Approval of 2023-2024 Transfers			
Name	From	To	Dates
Robin Dibetta	Instructional Aide - SBS 11-213-100-106-01-057-060	Instructional Aide - BCMS 11-000-217-106-01-000-020	9/1/23-6/30/24
John Marsigliano	Instructional Aide - WES 11-000-217-106-01-000-090	Instructional Aide - SBS 11-213-100-106-01-057-060	9/1/23-6/30/24
Michelle Rina	Instructional Aide - SBS 11-213-100-106-01-057-060	Instructional Aide - BCMS 11-000-217-106-01-000-020	9/1/23-6/30/24
Stephen Simborski	Instructional Aide - BCMS 11-000-217-106-01-000-020	Instructional Aide - SBS 11-213-100-106-01-057-060	9/1/23-6/30/24

## XII. BUSINESS

Motion by Mr. Tuma, seconded by Ms. Desai Tuma that Items XII.A. through XII.O. be moved upon the recommendation of the Superintendent.

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

Ms. Joyce said the Business Committee met on September 6, 2023, and discussed the following:

- Ms. Dolan gave the Committee information on various fees the District is charging, including transportation;
- A tuition contract that was negotiated with Readington Board of Education is no longer needed; and
- The Facilities Use policy is being reviewed, and updated by the Policy Committee.

### A. Bill List

It is recommended that the Board approve the List of Bills for the period August 1, 2023 through August 22, 2023, totaling \$398,814.92, for the period August 23, 2023 through September 7, 2023, totaling \$2,006,668.95, and for the period August 28, 2023, totaling \$604.50, and ratify the Payroll for the period August 1, 2023 through August 15, 2023, totaling \$233,335.91 and for the period August 16, 2023 through August 31, 2023, totaling \$240,942.48.

### B. Secretary's Report

The Report of the Secretary for July 2023 has been submitted for Board review. As required by N.J.A.C. 6A:23A-16.10(c)(3) I, Sally Dolan, 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 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 2023-2024 fiscal year.

### C. Treasurer's Report

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

### D. Line Item Transfers

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

### E. Monthly Transfer Report

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

**F. Approval of Use of School Buses**

It is recommended that the Board approve the use of school buses for the emergency evacuation of children from the following, if needed:

Facility	To
Kangaroo Kids Child Care and Learning Center 1047 Route 28 Branchburg, NJ	1. The North Branch Firehouse 1169 Route 28, Branchburg  2. RVCC Children's Campus 118 Lamington Road, Branchburg  3. South Branch Reformed Church 870 River Road, Hillsborough

**G. Approval of Donation from Newell Strength Holdings, LLC**

It is recommended that the Board approve acceptance of a donation made to the Branchburg Central Middle School Wrestling Club from Newell Strength Holdings, LLC, with thanks for their generosity.

**H. Approval of Donation from Branchburg PTO**

It is recommended that the Board approve acceptance of a donation of breakfast for staff opening day from the Branchburg PTO, with thanks for their generosity.

**I. Approval of Donation from Maschio's Food Services**

It is recommended that the Board approve acceptance of a donation of coffee and tea service for staff opening day from Maschio's Food Services, with thanks for their generosity.

**J. Approval of Donation from Branchburg Rotary**

It is recommended that the Board approve acceptance of a donation of miscellaneous school supplies day from the Branchburg Rotary, with thanks for their generosity to the students of the Branchburg Township School District.

**K. Approval of Revision of Submission of 2023-2024 Emergency Virtual or Remote Instruction Program**

It is recommended that the Board approve the revision of the submission of the 2023-2024 Emergency Virtual or Remote Instruction Program to the New Jersey Department of Education.

**L. Approval of Resolution Authorizing the Disposal of Equipment**

It is recommended that the Board approve the following resolution authorizing the disposal of equipment through GovDeals.

**WHEREAS**, the School District is the owner of certain equipment which is no longer needed for public use; and

**WHEREAS**, the Board of Education is desirous of selling said equipment in "as is" condition without express or implied warranties.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Education of Branchburg Township in the County of Somerset, as follows:

- (1) The sale of the equipment shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the Board of Education.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) The equipment to be sold is as follows:
  - 2 Cello Racks
  - 1 Fleetwood Harmony Violin/Viola Rack
  - 1 Trophy case
  - 3 Fleetwood Harmony Storage Cabinets
  - 7 Brother printer cartridges 210C
- (5) The equipment identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said equipment.
- (6) The School District reserves the right to accept or reject any bid submitted.

**M. Approval of Submission of New Jersey Learning Acceleration Program: High Impact Tutoring Grant Application**

It is recommended that the Board approve the submission of the New Jersey Learning Acceleration Program: High Impact Tutoring Grant Application to the New Jersey Department of Education and to accept funds when it has been reviewed and approved.

**N. Approval of Change Order**

It is recommended that the Board approve the following change order:

Contract: Skylight Sill Replacement at BCMS  
 Contractor: Tremco Roofing & Building Maintenance  
 Change Order Number: #001  
 Change Order Amount: \$24,224.65  
 Description:

- 1. They shall supply labor, material, scaffolding, lift access and equipment necessary to perform work under this proposal.
- 2. They shall remove existing window sills below skylight windows.
- 3. They shall install Tremco membrane flashing as necessary under frame of window prior to installation of the new sill.
- 4. They shall install new sills pitched away from the window to shed water properly.

Amount of Allowance on Contract:	\$1,122,769.00
Amount of previous change orders deducted:	\$ 0
Amount of this change order:	<u>\$ 24,224.65</u>
Allowance on Contract:	\$1,146,993.65

**O. Approval of Shared Services Agreement**

BE IT RESOLVED, that, pursuant to the Uniform Shared Services and Consolidation Act, the Board of Education hereby approves and authorizes the execution of a Shared Services Agreement with the Somerville Board of Education authorizing Somerville to provide the services of an Attendance Officer for their respective school districts for the period July 1, 2023 to June 30, 2024 at a cost of \$100 per hour with terms and conditions set forth therein.

**XIII. PUBLIC COMMENT**

Randi Lee Childers, Branchburg Township Education Association President, thanked the Board for scheduling opening day as a single session day. She said it was appreciated by the staff.

**XIV. BOARD LIAISON REPORTS**

Ms. Fabriczi said, the Somerville Board of Education Meeting/Board Retreat was held on August 15, 2023, where the Board goals were tweaked by the Interim Superintendent. Also discussed at the meeting, were the Board self-evaluations.

Mr. Dugan said an email was sent out by the New Jersey School Boards Association regarding mandatory training workshops that are available during the 2023 October Conference being held from October 23 – October 26, 2023.

**XV. EXECUTIVE SESSION**

There was no second Executive Session.

**XVI. ADJOURNMENT**

On a motion by Mr. Tuma, seconded by Ms. Desai, and carried unanimously, the Board agreed to adjourn at 7:50 p.m.

Respectfully Submitted,



Sally Dolan  
School Business Administrator/Board Secretary

# Attachment Item X.E.

## Whiton Elementary School - Tentative Field Trips - 2023-2024

Trip	Coordinator	Grade	Purpose
Doyle's Farm, Flemington, NJ	Marissa Larramendia	Kindergarten	To enhance Science curriculum
Turtle Back Zoo, West Orange, NJ	Brittani Santangelo	1	To study traits and habitats in their animal research unit
Stony Brook School	Lisa Arencibia	1	To view the 5th grade play
Red Mill Museum, Clinton, NJ	Brittani Santangelo	1	To enhance Social Studies curriculum
Lord Stirling Environmental Educational Center, Basking Ridge, NJ	Kim Cole	2	Enhance Science curriculum by exploring different habitats and ecosystems
RVCC Theater Arts, Branchburg, NJ	Ruth Pluymers	2	Depends on the program being offered
Adventure Aquarium, Camden, NJ	Brad Moor	3	To compliment the 3rd grade informational and research units in both Reading and Writing
Somerset Patriot's Stadium, Bridgewater, NJ	Tara Forsyth	3	To enhance the STEM program by giving students the opportunity to explore the physics of baseball
Stony Brook School	Tara Forsyth	3	Move up Day for 3rd grade students heading to 4th grade
Branchburg Central Middle School	Andrea Curcic	1-3	An opportunity for all GATE student in grades 1 - 8 to work cooperatively to solve problems that apply to creativity, task commitment and higher level thinking

**Stony Brook Elementary School - Tentative Field Trips - 2023-2024**

<b>Trip</b>	<b>Coordinator</b>	<b>Grade</b>	<b>Purpose</b>
Liberty Science Center, Jersey City, NJ	Nina Manger	4	Supplement to Science Curriculum
Trenton State House, Trenton, NJ	Nina Manger	4	Learn 5 themes of geography, land, people, lifestyles & economics of early NJ
Franklin Institute, Philadelphia, PA	Carrie Santoro	5	Supplement to Science Curriculum
Pennsbury Manor, Morrisville, PA	Abbie Sutherland	5	Reinforces the study of colonial America & lifestyles of Middle Colonies and how they used resources to turn the region into a successful farm land.
Branchburg Central Middle School	Caroline Och	5	Move up day
Branchburg Central Middle School	John Gottshalk	GATE	GATE activity
Whitton Elementary School	John Gottshalk	GATE	GATE activity

**BCMS - Tentative Field Trips - 2023-2024**

<b>Trip</b>	<b>Coordinator</b>	<b>Grade</b>	<b>Purpose</b>
Bowlero, Green Brook NJ	Keely/Kline	6	End of Year Trip (Statistics Unit Wrap-Up)
Readington Reformed Church Cemetery, Readington NJ	Updegrave	7	GATE 7 Trip
Harbor Hills, Mendham, NJ	M. Barbosa	8	End of year trip-8th Graders
Somerville High School, Somerville NJ	M. Barbosa	8	Mixer for incoming SHS 9th Graders
Young Women's Conference: Princeton Plasma Physics Lab, Princeton, NJ	Furnari/Glick (Updegrave)	8	STEM career experience
Whitton Elementary School	Wendy Michels, Kristen Cardona	8	We Read Program
Dorney Park, Allentown, PA	C. DeVita	6-8	Choir Performance
Amazing Escape Room, Greenbrook, NJ	Kline/Keely (Updegrave)	6-8	Enrichment Day Activity
Burnt Mill Potters, Branchburg, NJ	Nelson (Updegrave)	6-8	Enrichment Day Activity
Carol's Creative Chocolatez, Somerville, NJ	(Updegrave)	6-8	Enrichment Day Activity
Crossfit Flemington, Flemington, NJ	Szatkowski (Updegrave)	6-8	Enrichment Day Activity
Dukes Farm, Hillsborough, NJ	Maloney (Updegrave)	6-8	Enrichment Day Activity
Environmental Education Center, Lord Sterling Park, Basking Ridge, NJ	(Updegrave)	6-8	Enrichment Day Activity
Flair Dance, Hillsborough, NJ	Nemiroff (Updegrave)	6-8	Enrichment Day Activity
Flemington Ice Arena, Flemington, NJ	Vainoti/Furnari/Moor (Updegrave)	6-8	Enrichment Day Activity
Ghost Tour of New Hope, New Hope, PA	Turner (Updegrave)	6-8	Enrichment Day Activity
Manchen Fencing, Whitehouse NJ	Updegrave	6-8	Enrichment Day Activity
Mane Stream, Oldwick, NJ	Updegrave	6-8	Enrichment Day Activity
Neshanic Valley Golf, Neshanic Station, NJ	Updegrave	6-8	Enrichment Day Activity
Raritan Valley Community College, Branchburg, NJ	Jordan (Updegrave)	6-8	Enrichment Day Activity
Spotted Leaf Plant Company, Somerville, NJ	Santangelo (Updegrave)	6-8	Enrichment Day Activity
Sweet Melissa Bakery, Lebanon, NJ	McGill (Updegrave)	6-8	Enrichment Day Activity
Top Golf, Edison, NJ	Denicuolo (Updegrave)	6-8	Enrichment Day Activity
Wallace House, Somerville, NJ	Barbosa (Updegrave)	6-8	Enrichment Day Activity
Washington Valley Park, Martinsville NJ	Forsyth (Updegrave)	6-8	Enrichment Day Activity
White Oak Park, Branchburg, NJ	Dovale (Updegrave)	6-8	Enrichment Day Activity
Yestercades, Somerville, NJ	Denicuolo (Updegrave)	6-8	Enrichment Day Activity
Clean Oceans, Sandy Hook, NJ	Plaza	6-8	Learn and experience hands-on marine education at the NJ shore
Bridgewater Mall, Bridgewater, NJ	Miracle	6-8	life skills LLD
US Post Office, Neshanic Station, NJ	Miracle	6-8	life skills LLD
Wegman's, Branchburg NJ	Miracle	6-8	life skills LLD
Whitton Elementary School	Miracle	6-8	life skills LLD
Music in the Parks	DeNicuolo/DeVita/Santangelo	6-8	Music Performance
NJ State Odyssey of the Mind Competition, TBD, NJ	Updegrave	6-8	Odyssey Team Competition



Skyland Regional Odyssey of the Mind Competition, TBD, NJ	Updegrove	6-8	Odyssey Team Competition
World Finals Odyssey of the Mind Competition, Ames, IA	Updegrove	6-8	Odyssey Team Competition
Frontline Arts, Branchburg, NJ	Russo	6-8	Printmaking
NJASC Conference	W. Michels	6-8	Student Council Conference
Great Adventure, Jackson Township, NJ	W. Michels	6-8	
Math Counts Competition, Mercer Cty, NJ	C. Peterson	6-8	
Math Counts State Competition, TBD, NJ	C. Peterson	6-8	
State Teen Arts, Middlesex Community College	Updegrove	6-8	Teen Arts
Raritan Valley Community College Branchburg, NJ	Updegrove	6-8	National History Day Research
Rutgers Library, New Brunswick, NJ	Updegrove	7-8	American Young Voices Festival Concert
Prudential Center, Newark, NJ	DeVita	6-8 choirs	