

Branchburg Township School District
REGULAR ACTION MEETING

March 3, 2022

Board of Education Conference Room

Executive Session – 7:00 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

- Recognition of Student Artists for 2021-2022 School Year
 - Vanessa Castro (Teacher: Samantha Rueger)
 - Danielle Greenwald (Teacher: Samantha Rueger)
 - Annalise Gurumendy (Teacher: Chris Boehm)
 - Kenya Hawkins (Teacher: Samantha Rueger)
 - Tyler Kim (Teacher: Chris Boehm)
 - Emily Palko (Teacher: Meghan Russo)
 - Natalie Perlman (Teacher: Meghan Russo)
 - Olivia Piegari (Teacher: Samantha Rueger)
 - Alexa Scheier (Teacher: Meghan Russo)
 - Julianna Sheeran (Teacher: Chris Boehm)

VII. PUBLIC COMMENT – Agenda Items Only

The Board of Education recognizes the value of public comment on educational issues and school matters of community interest. In support of this position, the law establishes a period of public comment at every board meeting. Individuals wishing to speak must state their name and address. Comments are limited to three minutes per person for a total of 30 minutes. 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. All statements shall be directed to the presiding officer and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner with due respect for the dignity and privacy rights of others whose legal rights may be affected.

Please note: While it is not the Board's intention to stifle comment on matters of legitimate concern to the school community, the public should be aware that if their statements violate the rights of others under the law governing defamation or invasion of privacy, they may face personal liability to the injured party. If speakers are uncertain of the legal ramifications of their comments, the Board urges them to seek guidance beforehand from their own legal advisor.

VIII. GOVERNANCE

- **Report** – Terri Joyce

(ACTION) It is recommended that Item VIII.A. 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 February 17, 2022.

(ROLL CALL – ITEM VIII.A.)

IX. POLICY AND REGULATIONS

- **Report – Carmela Noto**

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

A. Policy and Regulations Second Reading		
Policy/Regulation	Title	Discussion
P 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M)	Revised
P 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)	Revised
R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)	Revised
P 2622	Student Assessment (M)	Revised
R 2622	Student Assessment (M)	New
P 3233	Political Activities	Revised
P 5541	Anti-Hazing (M)	New
P 7540	Joint Use of Facilities	Revised
P 8465	Bias Crimes and Bias-Related Acts (M)	Revised
R 8465	Bias Crimes and Bias-Related Acts (M)	Revised
P 9560	Administration of School Surveys (M)	Revised

(ROLL CALL – ITEM IX.A.)

X. EDUCATION

- **Report – Olga Phelps**

(ACTION) It is recommended that Items X.A. through X.E. 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
NJASBO Annual Conference Atlantic City, NJ	Patricia Rodgers 11-000-251-580-01-585	6/7/22- 6/10/22	\$275.00	\$269.30	\$75.00	\$111.00	\$730.30
NJASBO Annual Conference Atlantic City, NJ	Thomas Venanzi 11-000-251-580-01-585	6/7/22- 6/9/22	N/A	\$179.53	\$75.00	\$46.00	\$300.53
IMSE Intermediate Orton-Gillingham Training Virtual	Victoria Avila 20-270-200-500-02-649	4/23/22- 5/1/22	\$1,275.00	N/A	N/A	N/A	\$1,275.00
The Future is Language Virtual	Victoria Gerry 20-270-200-500-02-649	4/29/22	\$65.00	N/A	N/A	N/A	\$65.00
Strengthening Students Writing Skills Virtual	Nicole Kepner 20-270-200-500-02-649	5/6/22	\$279.00	N/A	N/A	N/A	\$279.00

B. Approval of Revision of Field Experience						
Name	College/University	Certification	Location	Dates	From	To
Daniella Lally	Centenary University	Elementary School Teacher in Grades K - 6	SBS	2/18/22- 6/30/22	Cooperating Teacher: Stephanie Formus Observation of 4 hours	Cooperating Teacher: Colleen Nejme and Emma Ryan Observation of 4 hours

C. Approval of Field Experience					
Name	College/University	Certification	Location	Dates	Discussion
Domenique Patrick	Centenary University	Preschool through Grade 3 & TOSD	WES	9/1/22- 4/30/23	Cooperating Teachers: Dawn Eelman (Fall) and Erica Viel (Spring)

D. Approval of 2021-2022 Out of District Program					
Program/Location	Account Number	Student ID#	Tuition	Dates	Total Cost
Educational Services Commission of NJ Nuview Academy Piscataway Township, NJ	11-000-100-562-03-105-000	6384807243	\$23,380	3/7/22-6/21/22	\$23,380

E. Approval of Vendor					
Vendor	Account Number	Cost	Dates	Total	Discussion
Therapy Source Staffing Solutions	11-000-219-320-03-181-340	\$485 (per evaluation)	3/4/22- 6/30/22	\$3,880 (not to exceed)	Psychological Evaluations for IEP Students

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

XI. HUMAN RESOURCES

- **Report** – Terri Joyce

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

A. Approval of Revision of Personnel			
Name	Account Number	From	To
Anthony Maiorano	11-000-219-104-01-165-340	MLR School Psychologist Step: 1, Level: BA, Salary \$59,449 (prorated) Dates: 3/1/22-6/30/22	CST Member Step: 1, Level: BA, Salary \$59,449 (prorated) Dates: 12/1/21-6/30/22
Eli Schaffer	11-130-100-101-01-021-020	Substitute Teacher	MLR Instrumental Music Teacher Step: 1, Level: BA, Salary: \$59,449 (prorated) Dates: 2/23/22-5/26/22

B. Approval of Mentoring				
Mentee	Mentor	Fee	Dates	Discussion
Eli Schaffer	Suzanne Updegrove	\$550 (prorated)	2/23/22-5/26/22	Fee to be paid by mentee via payroll deduction.

C. Approval of Additional Hours						
Name	Account Number	Position	Location	Hourly Rate	Dates	Discussion
Douglas Haan	11-000-219-104-01-165-340	MLR School Psychologist	BCMS	\$46.96 per hour (not to exceed 22 hours total)	3/1/22-4/8/22	Transition of case load and completion of testing/evaluation

D. Approval of Retirement				
Name	Account Number	Position	Location	Effective Date
Susan Mariani	11-213-100-101-01-057-090	Special Education Teacher	WES	6/30/22

E. Approval of Resignation				
Name	Account Number	Position	Location	Effective Date
Jillian Sawicki	11-000-219-104-01-165-340	School Psychologist	BCMS	3/3/22

F. Approval of Professional Development Presenters				
Name	Account Number	Position	Rate	Discussion
Kristen Allen	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Reading Comprehension Strategies for the Struggling Reader (4-8)
Kristen Allen	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Enhancing Spelling (4-8)
Ludmila Battista	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Reading Interventions for Engagement, Phonological Awareness, Word Work, Vocabulary, Fluency and Comprehension
Kelly Boyle	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Developing Young Readers' Vocabulary Skills through Interactive Read Aloud
Amy Garner	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Enhancing Students Writing Using Multisensory Techniques
Amy Garner	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Building Vocabulary and Comprehension, How are they connected?
Lauren Knoke	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Strategies to Support Digital Reading
Erica Landesberg	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Reading Disabilities in Math (4-8)
Heather Lilly	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	The Reading Continuum Part 1 – Learning to Read
Heather Lilly	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	The Reading Continuum Part 2 – Reading to Learn
Amanda Perez	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Supporting Teachers in Self Contained classrooms teaching reading - WES (Aides)
Emma Ryan Emily Williams	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 1 hour each)	Supporting Teachers in Self Contained classrooms teaching reading – SB (Aides)
Danielle Puzzo	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 2 hours)	Reading Disabilities in Math (K-3)
Emily Williams Zach Miracle	20-270-200-500-02-649	Teacher	\$41 per hour (not to exceed 1 hour each)	Teaching Reading in Content Subjects

G. Approval of Personnel								
Name	Account Number	Position	Location	Step	Level	Salary	Dates	Discussion
Angela Ryder (subject to delivery of documents)	11-215-100-106-01-059-090	Instructional Aide (Full-Time)	WES	1	NA	\$19,094.60 (prorated)	3/4/22- 6/30/22	Replacing Sigrid Linck and a new part-time position

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

XII. BUSINESS

- **Report – Vince Carpentier**

(ACTION) It is recommended that Items XII.A. through XII.D. 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 February 18, 2022 through March 3, 2022, totaling \$1,130,422.24, and ratify the Payroll for the period February 16, 2022 through February 28, 2022, totaling \$1,005,539.28.

B. Acceptance and Award of Bid for Contract for the HVAC Renovation Project at Old York School

It is recommended that the Board acknowledge the following bids for the HVAC Renovation Project at Old York School which were received on March 1, 2022:

Name	Base Bid	Total
DuMont Mechanical, Inc.	\$274,760	\$274,760
Centralpack Engineering Corp.	\$287,310	\$287,310
WHL Enterprises, Inc. (Bill Leary)	\$296,500	\$296,500
EACM Corp.	\$350,500	\$350,500

It is recommended that the Board award the contract for the HVAC Renovation Project at Old York School to DuMont Mechanical for a total project cost of \$274,760, to be paid through account #12-000-400-450-06-612, and there are sufficient funds in the 2021-2022 budget.

C. Approval of Submission of State Application and Plans to the New Jersey Department of Education for Approval

The Board of Education approves the submission of the state application and plans to the New Jersey Department of Education for their approval for the Roof Replacement Project at the Central Middle School. The project is being submitted as an Other Capital Project where no state funding is being requested. The Board of Education also approves any changes (if necessary) to the Long Range Facility Plan as part of this project application.

D. Acceptance of Donation from Morristown Hospital

It is recommended that the Board accept the donation from Morristown Hospital of two glide rocking chairs to Whiton Elementary School, with many thanks for their generosity to the children of the Branchburg Township School District.

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

XIII. PUBLIC COMMENT

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT