

**Branchburg Township School District
REGULAR ACTION MEETING**

January 19, 2023

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

- Recognition of Student Artists
 - Mia Molini (Teacher: Chris Boehm)
 - Siena Tyler (Teacher: Chris Boehm)
 - Emily LaMarca (Teacher: Samantha Rueger)
 - Nithya Shree Rayala (Teacher: Samantha Rueger)
 - Jacqueline Chen (Teacher: Meghan Russo)
 - Victoria Herron (Teacher: Meghan Russo)

- District Update

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 place of residence. 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** – Vince Carpentier

(ACTION) It is recommended that Items VIII.A. through VIII.D. 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 Annual Organization/Regular Meeting of January 3, 2023.

B. School Board Recognition Month

WHEREAS, The New Jersey School Boards Association has declared January 2023 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Branchburg Township Board of Education is one of 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Branchburg Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Branchburg Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2023 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Branchburg Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children’s education.

C. Approval of 2022-2023 Uniform State Memorandum of Agreement between Education and Law Enforcement

It is recommended that the Board approve the 2022-2023 Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.

D. Approval of Harassment, Intimidation, and Bullying Report			
Building	Incident #	Date	Discussion
BCMS	SSDS# 012145	12/14/22	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.D.)

IX. POLICY AND REGULATIONS

- **Report – David Dugan**

X. EDUCATION

- **Report – Bob Maider**

(ACTION) It is recommended that Items X.A. through X.C. 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
Embracing the Whole Child NJCEC Spring 2023 Conference Mahwah, NJ	Emily Hansen 20-270-200-500-02-649	3/13/23	\$160.00	N/A	N/A	\$51.70	\$211.70
Embracing the Whole Child NJCEC Spring 2023 Conference Mahwah, NJ	Michele Jordan 20-270-200-500-02-649	3/13/23	\$160.00	N/A	N/A	\$56.40	\$216.40
NJAMLE Annual Conference Middletown Township, NJ	Vicki Brody 20-270-200-500-02-649	3/15/23	\$150.00	N/A	N/A	\$31.96	\$181.96
NJAMLE Annual Conference Middletown Township, NJ	Kristen Cardona 20-270-200-500-02-649	3/15/23	\$150.00	N/A	N/A	N/A	\$150.00
NJAMLE Annual Conference Middletown Township, NJ	Nicole Kepner 20-270-200-500-02-649	3/15/23	\$150.00	N/A	N/A	\$5.50	\$155.50
NJAMLE Annual Conference Middletown Township, NJ	Danielle Puglisi 20-270-200-500-02-649	3/15/23	N/A	N/A	N/A	\$38.54	\$38.54
NJAMLE Annual Conference Middletown Township, NJ	Beth Stanton 20-270-200-500-02-649	3/15/23	\$150.00	N/A	N/A	\$13.07	\$163.07
Restorative Practices West Orange, NJ	Matthew Barbosa 11-000-240-580-02-000 -020	3/14/23	\$279.00	N/A	N/A	\$10.00	\$289.00
Practical Early Intervention Strategies that Work Virtual	Kelly Boyle 20-270-200-500-02-649	4/4/23	\$279.00	N/A	N/A	N/A	\$279.00
Maximizing your Effectiveness as an Instructional Coach Virtual	Kristen Cardona 20-270-200-500-02-649	3/27/23- 3/28/23	\$595.00	N/A	N/A	N/A	\$595.00
Elementary Peer Mediation New Brunswick, NJ	Alexandra Gallo N/A	2/9/23	N/A	N/A	N/A	N/A	N/A
Comprehensive Orton-Gillingham Virtual	Allison LeMieux 20-270-200-500-02-649	3/27/23- 3/31/23	\$1,500.00	N/A	N/A	N/A	\$1,500.00

B. Approval of Field Trips			
Trip	Coordinator	Grade	Purpose
Hillsborough Library Hillsborough, NJ	Emma Ryan	4 - 5 Autism Class	Students will practice social skills including greetings, questions and self-advocacy that they are learning in the classroom.
MathCounts Mercer County Competition Mercer County Community College West Windsor Twp., NJ	Christine Peterson	6-8	To participate in the Chapter level competition in hopes to move on to the state level.
Burnt Mills Potters Branchburg, NJ	Jennilyn Nelson	6-8	Enrichment Day activity.

C. Approval of Contracted Educational Services					
Vendor	Account Number	Student ID #	Rate	Effective Date	Discussion
Brookfield Schools For KEEPS Program New Brunswick, NJ	11-150-100-320-03-069-020	2991095513	\$45.00 (per hour)	1/3/23	Homebound Contracted Instruction. Not to exceed 10 hours per week.
Learn Well Summit, NJ	11-150-100-320-03-069-020	7929684310	\$70.82 (per hour)	1/16/23	Homebound Contracted Instruction. Not to exceed 5 hours per week.
Rutgers Health, University Behavioral Health Care Piscataway, NJ	11-150-100-320-01-066-SHS	3841027073	\$70.00 (per hour)	1/6/23	Bedside Contracted Instruction. Not to exceed 10 hours per week.

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

XI. HUMAN RESOURCES

- Report – Charlie Tuma

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

A. Approval of Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
4873	11-120-100-101-01-012-060	Paid Sick Leave	2/6/23-4/28/23	Estimated date of return is 4/29/23
4495	11-000-240-105-01-339-060	Intermittent FMLA	2/1/23-6/30/23	N/A

B. Approval of Revision of Additional Hours				
Name	Account Number	From	To	Discussion
Laurie Gorman	11-000-240-105-01-336-020	1/4/23-1/31/23 \$28.54 per hour (not to exceed 3 hours per day)	12/19/22-1/31/23 \$28.54 per hour (not to exceed 3 hours per day)	Temporary additional duties related to BCMS office needs

C. Approval of Stipend Resignation			
Name	Position	Location	Effective Date
Paul Mehnert	Intramurals	SBS	1/6/23

D. Approval of New Parent Orientation				
Name	Account Number	Rate	Date	Discussion
Melissa Bula Jaime Cifuentes Marissa Larramendia Cindee Straube Erica Viel	11-000-223-104-02-210	\$41 per hour (not to exceed 1.5 hours each)	5/11/23	Teachers participate in new parent orientation by speaking with parents, visit classrooms, and learn about programs at WES.

E. Approval of Personnel						
Name	Account Number	Position	Step/Level	Salary*	Dates	Discussion
Jordan Apsley	11-120-100-101-01-012-090	1st Grade Teacher	1/182	\$63,749 (prorated)	1/24/23-6/30/23	Replacing Colleen Repoli
Caryn Becker-Albert (subject to delivery of documents)	11-000-219-104-01-168-340	Child Study Team Member	21/212	\$84,770 (prorated)	1/20/23-6/30/23	Temporary Replacement for Child Study Team Member
Alison Lehman (subject to delivery of documents)	11-120-100-101-01-012-060	Maternity Leave Replacement - Art Teacher	1/BA	\$59,449 (prorated)	3/24/23-6/16/23	MLR for Employee #5872

*Salary is subject to change pending the 2022-2025 BTEA agreement

F. Approval of Revision of Leave			
Employee #	Account Number	From	To
5438	11-120-100-101-01-012-090	Paid Maternity/Disability Leave of Absence: 1/2/23-2/8/23 NJ Family Leave Act/FMLA: 2/9/23-4/28/22 Date of Return: 5/1/22	Paid Maternity/Disability Leave of Absence: 1/2/23-2/3/23 NJ Family Leave Act/FMLA: 2/6/23-4/25/23 Date of Return: 4/26/23
5723	11-230-100-101-01-072-060	Paid Maternity/Disability Leave of Absence: 1/6/23-3/6/23 NJ Family Leave Act/FMLA: 3/7/23-6/28/23	Paid Maternity/Disability Leave of Absence: 1/6/23-2/9/23 NJ Family Leave Act/FMLA: 2/10/23-5/15/23 Unpaid Leave: 5/16/23-6/8/23 Date of Return: 6/9/23

G. Approval of Additional Hours					
Name	Account Number	Position	Rate	Dates	Discussion
Michael Blaustein	11-000-270-160-01-465	Substitute Bus Driver	\$25 per hour (not to exceed a total of 23.75 hours per week)	1/20/23-6/30/23	To assist the transportation department with inventory organization

H. Approval of Non-Athletic Stipend					
Name	Account	Position	Stipend	Dates	Discussion
Margaret Ryan	11-401-100-101-01-078-020	GSA	\$1,886	1/20/23-6/30/23	New stipend to the BTEA

I. Approval of Transfers				
Name	From	To	Dates	Discussion
Christy Bitner	2nd Grade Teacher 11-120-100-101-01-012-090	Math Instructional Support Teacher 11-230-100-101-01-072-090	1/20/23-6/30/23 or after	Replacing Michelle Dooley
Danielle Puzzo	K-2 STEM Coach 11-000-221-176-01-013-090	3-5 STEM Coach 11-000-221-176-01-013-090	1/20/23-6/30/23	Replacing Erica Landesberg
Catie Rello	Math Instructional Support Teacher 11-230-100-101-01-072-090	K-2 STEM Coach 11-000-221-176-01-013-090	1/20/23-6/30/23 or after	Replacing Danielle Puzzo
Colleen Repoli	1st Grade Teacher .11-120-100-101-01-012-090	Math Instructional Support Teacher 11-230-100-101-01-072-090	1/20/23-6/30/23 or after	Replacing Catie Rello

J. Approval of Substitute Pay Increase		
Position	From	To
Substitute Teacher	\$110 per day	\$125 per day (effective 2/1/23)
Substitute Instructional Aide	\$100 per day	\$115 per day (effective 2/1/23)
Substitute Bus Driver	\$22 per hour	\$25 per hour (effective 2/1/23)

K. Approval of Substitute Teacher Consistency Compensation

It is recommended that the Board approve the consistency compensation of \$200 per month to Substitute Teachers/Aides that work at least 50% of the available school days each month.

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

XII. BUSINESS

- **Report – Terri Joyce**

(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 December 23, 2022 through December 30, 2022, totaling \$931.00, and for the period December 23, 2022 through January 3, 2023, totaling \$1,957,188.03, and for the period January 4, 2023 through January 19, 2023, totaling \$219,218.75.

B. Approval of Legal Services

It is recommended that the Board approve Kenneth Rush, Esq., to provide legal services to the District for the 2022-2023 school year at an hourly rate of \$250, not to exceed \$7,500, to be paid from account #11-000-230-331-01-276, and sufficient funds are available in the 2022-2023 budget.

C. Approval to Sell Specialized Equipment

It is recommended that the Board approve the sale of three (3) pieces of specialized equipment to the Union Township School District per NJSA 18A:18A-45(c), in the amount of \$7,016.31.

D. Acceptance and Award of Bid for Evening Custodial Services (Four Months)

It is recommended that the Board acknowledge the following bids for the Evening Custodial Services (four month period), which were received on January 11, 2023:

Name	Base Bid (Four Months)	Total
ACB Services, Inc.	\$274,000.00	\$274,000.00
Aramark	\$287,100.98	\$287,100.98
Pritchard Industries	\$288,720.05	\$288,720.05
RNA Facilities Management	\$319,170.50	\$319,170.50
T.U.C.S. Services	\$305,600.22	\$305,600.22

It is recommended that the Board award the contract for the Evening Custodial Services to ACB Services for a cost of \$274,000, to be paid through accounts #11-000-262-420-04-420, #11-000-262-420-05-420, and #11-000-262-420-08-420, and there are sufficient funds in the 2022-2023 budget.

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

XIII. PUBLIC COMMENT

XIV. BOARD LIAISON REPORTS

Group	Representative
Somerville Liaison/Board Member	Kristen Fabriczi
Parent Teachers Organization	Bindu Shah
Somerset County Educational Services Commission	Vince Carpentier
N.J.S.B.A./S.C.S.B.A Representative	David Dugan
Branchburg Township Liaison	Terri Joyce
Emergency Management Planning Committee	Karen Chase
Branchburg Education Foundation	Puja Desai
Branchburg SEPAG - Special Education Parents Advisory Group	Terri Joyce

XV. EXECUTIVE SESSION

XVI. ADJOURNMENT