

Branchburg Township School District

REGULAR MEETING MINUTES

June 17, 2021

Executive Session - 6:00 p.m.

Public Meeting – 7:10 p.m.

I. CALL TO ORDER

On a motion by Ms. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene to public session at 6:07 p.m.

The meeting was called to order at 6:07 p.m. by Board President, Theresa Joyce, 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, Cathy Curcio, Kristen Fabriczi, Theresa Joyce, Robert Marder, Olga Phelps, Keerti Purohit and Jonathan Sarles.

The following member was absent: Noah Horowitz

Also present were: Superintendent of Schools Rebecca Gensel, Business Administrator/Board Secretary Kelly Morris and New Jersey School Boards Association Representative Gwen Thornton.

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Ms. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene to Executive Session at 6:08 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Ms. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn Executive Session at 7:05 p.m.

On a motion by Ms. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to reconvene to public session at 7:10 p.m. with 34 members of the public present.

Gwen Thornton reviewed the Board self-evaluations with the Board members.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Ms. Gensel, School Principals and Directors recognized the district retirees, and wished them well on their retirement.

Ms. Gensel discussed the bus evacuation drill results.

Ms. Gensel did a presentation on the Safe Return to School reopening plan.

VII. PUBLIC COMMENT

Charles Tuma, 260 Carol Jean Way, spoke about Human Resources Item XI.M. and Business Items XII.N., XII.O., XII.P. and XII.U. listed on the agenda.

Heather Maturin, 20 Henry Place, asked about Item XII.U. listed on the agenda regarding the ESSER funds.

Carrie Torchio, 35 Covered Bridge Road, said she appreciates everything the administration and teachers have done this past year to make the school year as normal as possible for the children. She expressed her concerns regarding students wearing masks upon returning to school in the fall.

Kari Andersen, 8 Santoro Court, thanked Ms. Gensel for her email regarding her stance on mask wearing. She also expressed her concerns regarding students wearing masks upon returning to school in the fall.

Dannine Albanese asked the Board about the "mask optional" language not included in the Safe Schools Return to School document, the ESSR funds, and if the Safe Schools Return document can be revisited, amended and refiled as conditions change.

Lorraine Brong, 826 Parsonage Hill Road, presented questions to the Board relating to the Safe Return to School plan, as well as the use of funds.

VIII. GOVERNANCE

Motion by Ms. Curcio, seconded by Mrs. Fabriczi that Items VIII.A. through VIII.E. be moved upon the recommendation of the Superintendent.

On call of the vote, Items VIII.A. through VIII.E. were approved by Roll Call.

Mrs. Joyce said the Board formed a negotiations committee, to include herself, Mrs. Fabriczi and Jonathan Sarles, with regard to the Branchburg Administrator's contract negotiations process.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of May 20, 2021, and the Minutes of the Executive Session Meeting of June 3, 2021.

B. Approval of Job Descriptions

It is recommended that the Board approve the following updated job descriptions.

- Confidential Secretary-Secretary to the School Business Administrator/
Board Secretary
- Instructional Kindergarten Aide
- Instructional Aide
- Director of Buildings and Grounds
- Human Resources Manager
- Non-Athletic Extracurricular Positions

C. Approval of 2021-2022 Personnel Appointments

It is recommended that the following appointments be approved:

Position	2021-2022
504 Officer	Tina Neely
A.H.E.R.A Representative	Samad Mobley
Affirmative Action Officer	Danielle Shober
Assistant Board Secretary	Patricia Rodgers
Attendance Officer	Shared Service with Somerville Schools
Attorney Labor Relations/Negotiations	Machado Law Group
Auditor	Nisivoccia & Company
Board Attorney	David Rubin
Board Secretary	Kelly Morris
Bond Counsel	Wilentz, Goldman & Spitzer
Custodian of Records	Kelly Morris
Financial Advisor	Phoenix Advisors LLC
Hazard Communications	Samad Mobley
Health Insurance Broker Consultant	Integrity Consulting Group
H.I.B. District Coordinator	Tina Neely
Homeless Education Liaison	Tina Neely
Human Resources Officer	Enea Brotzman
Indoor Air Quality Representative	Samad Mobley
Insurance Advisor	Hughes-Plumer & Associates
Integrated Pest Management Coordinator	Samad Mobley
Public Agency Compliance Officer	Kelly Morris
Purchasing Agent	Kelly Morris
Right-to-Know Representative	Samad Mobley
School Physician	Hunterdon Family Medicine at Bridgewater
School Safety Specialist	Matthew Barbosa

D. Approval of Hiring of Staff

It is recommended that the Board authorize the Superintendent to hire staff as necessary prior to the Board of Education meetings in July 2021, August 2021 and the first Board of Education meeting in September 2021 with approval of the Human Resource Committee and a member of the Board Leadership Team. Confirmation of these appointments will be made by the Board of Education at the next Board of Education meeting.

E. Approval of School Bus Emergency Evacuation Drill Report								
Date of Drill	Time of Drill	School Name	Location	Route Numbers				Supervisor
6/8/21	Arrival	Whiton Elementary School	Whiton Elementary School	WEA-2 WEA-3 WEA-4 WEA-5 WEA-7	WEA-8 WEA-9 WEA-10 WEA-15 WEA-17	WEA-20 WEA-21 WEA-24 WEA-25 WAM V2	WAM V3 WAM V4 WAM V7 PM-IN-2 PM-IN-4	Elena McFarland Danielle Shober
6/8/21	Arrival	Branchburg Central Middle School/ Stony Brook School	Branchburg Central Middle School	CAM-1 CAM-2 CAM-4 CAM-5	CAM-7 CAM-9 CAM-10 CAM-16	CAM-17 CAM-19 CAM-20 CAM-21	CAM-24 CAM-25 CAM-V2 CAM-V3	Elena McFarland Matthew Barbosa

IX. POLICY

Motion by Ms. Curcio, seconded by Mrs. Fabriczi that Item IX.A. be moved upon the recommendation of the Superintendent.

On call of the vote, Item IX.A. was unanimously approved by Roll Call.

There was no Policy Committee report.

A. Policy and Regulations Second Reading		
Policy/Regulation	Title	Discussion
P 5111	Eligibility of Resident/Nonresident Students (M)	Revised
R 5111	Eligibility of Resident/Nonresident Students (M)	Revised

X. EDUCATION

Motion by Ms. Curcio, seconded by Mrs. Fabriczi that Items X.A. through X.G. be moved upon the recommendation of the Superintendent.

On call of the vote, Items X.A. through X.G. 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
New Administrator Orientation Training on the Stronge Evaluation Model Virtual	Chris Derflinger 11-000-240-580-02-000-020	7/6/21 7/13/21, 7/20/21	\$585	N/A	N/A	N/A	\$585
New Administrator Orientation Training on the Stronge Evaluation Model Virtual	Linda Madison 11-000-221-580-02-190-999	7/6/21, 7/13/21 7/20/21	\$585	N/A	N/A	N/A	\$585
Code Compliance Update Virtual	John Hindmarch 11-000-261-580-10-428	7/17/21	\$144	N/A	N/A	N/A	\$144
Code Compliance Update Virtual	Samad Mobley 11-000-261-580-10-428	7/17/21	\$144	N/A	N/A	N/A	\$144
Workplace Communication Virtual	John Hindmarch 11-000-261-580-10-428	8/4/21	\$113	N/A	N/A	N/A	\$113
Workplace Communication Virtual	Samad Mobley 11-000-261-580-10-428	8/4/21	\$113	N/A	N/A	N/A	\$113
NGSS Summer Institute Virtual	Paul Cutaneo 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Alison Elik 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Jaclyn Furnari 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Emily Hansen 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Nina Mlenak 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Zach Miracle 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Alane Cook 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Madison Hill 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Robert Katz 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Victoria Maldonado 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Colleen Nejme 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Melissa Omelio 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Kristen Perrine 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Alison Beebe 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Melissa Donaway 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Victoria Kefley 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Emily Lloyd 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Katie O'Shea 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Karen Paiko 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
NGSS Summer Institute Virtual	Ruth Plymers 11-000-223-580-02-144-999	7/19/21- 7/29/21	\$200	N/A	N/A	N/A	\$200
Intervention and Referral Services: The Next Generation Virtual	Tina Neely 11-000-219-580-03-144-999	7/22/21	\$60	N/A	N/A	N/A	\$60
Dialectical Behavioral Therapy Virtual	Margaret Ryan 11-000-219-580-03-001-999	6/2/21- 6/3/21	\$200	N/A	N/A	N/A	\$200

B. Approval of Fieldwork					
Name	College/University	Certification	Location	Dates	Discussion
Antonia DaSilva	Purdue University Global	BCBA	District	7/6/21-8/20/21	Fieldwork hours of 10 hours per week for 6 weeks
Claire Sheats (subject to delivery of documents)	Kean University	School Psychologist	District	9/1/21-6/30/22 (240 hours total must be completed)	Fieldwork Supervisor Michelle Nash

C. Approval of Revision of Contracted Educational Service								
Vendor	Account Number	Student ID#	Rate	From		To		Discussion
				Total (not to exceed)	Effective Dates	Total (not to exceed)	Effective Dates	
Silvergate Prep Bridgewater, NJ	11-150-100-320-03-069-020	1967330178	\$45 per hour	\$2,700	4/12/21-5/21/21	\$5,400	4/12/21-6/30/21	Homebound contracted instruction, 10 hours per week, not to exceed 60 days.

D. Approval of 2020-2021 Out of District Program						
Program/Location	Account Number	Student ID #	Tuition	Dates	Total Cost	
The Calais School Whippany, NJ	11-000-100-566-03-109-000	3602532800	\$3,555 (\$395 per day/9 days)	6/8/21-6/24/21	\$3,555	

E. Approval of 2021-2022 Out of District Program						
Program/Location	Account Number	Student ID #	Tuition	Dates	Total Cost	
Cornerstone Day School Mountainside, NJ	11-000-100-566-03-109-000	6422361974	\$89,850.20	7/6/21-6/30/22	\$179,700.40	
		1394971305	\$89,850.20			

F. Approval of 2021-2022 ESY Contracted Speech Therapy					
Vendor	Account Number	Rate	Dates	Total	Discussion
Therapy Source Staffing Solutions	11-000-219-320-03-181-340	\$84.95 per hour	7/6/21-8/19/21	\$14,271.60 (not to exceed)	Speech Therapy Services for IEP Students 6 hours per day, 4 days per week, for 7 weeks

G. Approval of Contracted Speech and Language Therapy for 2021-2022 ESY						
Program/Location	Account Number	Student ID #	Rate	Effective Dates	Discussion	
Lighthouse Speech and Language Flemington, NJ	11-000-219-320-03-181-340	3165361129	\$80 per 30 minutes (Not to exceed \$2,640)	6/21/21-8/31/21	Speech/Language therapy, 3 days per week for 11 weeks	

XI. HUMAN RESOURCES

Motion by Ms. Curcio, seconded by Mrs. Fabriczi that Items XI.A. through XI.Y., be moved upon the recommendation of the Superintendent.

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

There was no Human Resources Committee report.

A. Approval of Reappointment of 2021-2022 Non-Aligned Staff		
Name	Position	Salary
Jennifer Anderson	Director of Curriculum	\$138,422.00
John Beister	Network/PC Support Technician	\$52,245.00
Nicholas Branco	Technology Support Technician	\$42,539.00
Enea Brotzman	Human Resources Manager	\$65,000.00
Thessalia (Lia) Carrier	Accounts Payable	\$57,926.00
Jennifer Dedominicis	Lunchroom Aide - SBS	\$5,077.80
Michael Deitrick	Maintenance Department	\$58,047.00
Cathy DiCosimo	Confidential Secretary to the Business Administrator/Board Secretary	\$67,606.00
Mikus Dudjak	Maintenance Department	\$59,499.00
Toni Gooding	Administrative Assistant to the Superintendent District Webmaster	\$68,594.00 \$8,174.08
Margaret Graziosi	Lunchroom Aide - WES	\$6,435.00
Jullah Haley	Lunchroom Aide - BCMS	\$5,492.50

A. Approval of Reappointment of 2021-2022 Non-Aligned Staff (continued)

Name	Position	Salary
John Hindmarch	Maintenance Department	\$65,061.00
Christopher Jacobsen	IT Systems Administrator	\$71,300.00
Walter Lipinski	Maintenance Department	\$58,048.00
Yan Sheng Lu	Lunchroom Aide - SBS	\$5,077.80
Orlando Macario	Head Mechanic	\$84,195.00
Adam Markiewicz	Mechanic	\$63,809.00
Gary Martin	District Courier	\$17.47 per hour
Elena McFarland	Transportation Supervisor	\$101,000.00
Samad Mobley	Director of Buildings & Grounds	\$90,000.00
Kelly Morris	School Business Administrator/Board Secretary	\$142,055.00*
Linda Mustillo	Lunchroom Aide - WES	\$6,435.00
Tina Neely	Director of Student Services	\$138,422.00
Rose Pellegrino	Office Aide - BCMS	\$23,851.00
Emma Priester	Assistant Dispatcher	\$54,104.00
Patricia Rodgers	Assistant School Business Administrator/Board Secretary	\$69,980.00
Eric Schaefer	Information Technology Manager	\$101,152.00

*Includes \$3,000 stipend

B. Approval of Reappointment of 2021-2022 Substitute Nurses

Name	Rate
Ashley Fischer	\$225 per day
Trudy Rossetti-McKenna	

C. Approval of Reappointment of 2021-2022 Bus Aides

Name	Rate
Catherine Leeds	\$13.50
Faith Moeller	\$13.50
Nancy Vermeulen	\$13.50

D. Approval of Reappointment of 2021-2022 Substitute Bus Aides

Name	Rate
Alexa Harwood	\$13.50 per hour
Leslie Jones	\$13.50 per hour
Megan Melchione	\$13.50 per hour
Emma Priester	No Additional Pay
Heather Rogalski	\$13.50 per hour

E. Approval of Reappointment of 2021-2022 Substitute Teachers/Substitute Instructional Aides

Name	Name	Name	Rate
Jordan Apsley	Padmalochani Ganesh	Florence Quackenbush	Substitute Teacher - \$110 per day Substitute Instructional Aide - \$90 per day
Barbara Aspin	Razel Gatti	Noelle Ruperto	
Emily Bennett	David Goldman	Lorraine Savitt	
Sara Borden	Sunita Jain	Mary Schwartzstein	
James Brady	Lisa Katz	Gia Sodbinow	
Melanie Brown	Theresa Kelly	Cheryl Stedtler	
Susan Butensky	Ruth Krongold	Jeanine Stellpflug	
Mary Calo	John Marsigliano	Richard Sumliner	
Padmini Chalikonda	Elizabeth Meyer	Andrew Tully	
Lester Chin	Bhakti Modi	Alexander Updegrove	
Tanner Clark	Carly Moor	Lisa Vick	
Elaine Cochran	Durga Neti	Kathleen Woodbury	
Yetunde Demuren	Victoria Nguyen	LuAnn Wright	
Amy Frank	Emily Obenauer		
Teresa Gallo-Tomcho	Tracy Pierron		

F. Approval of Reappointment of 2021-2022 Substitute Bus Drivers

Name	Name	Rate
Stephen Coy	Adolfo Kohara	\$22 per hour
James Ferraro	Siegbert Suchomel	
Stephanie Keck		

G. Approval of Reappointment of 2021-2022 Contracted Personnel as Substitute Bus Drivers

Name	Name
Orlando Macario*	Adam Markiewicz*
Patricia Rodgers*	Elena McFarland*

* No additional pay

H. Approval of 2021-2022 Part Time Technology Aides

Name	Account Number	Location	Hourly Rate	Dates	Discussion
Paul Mehnert	11-000-262-110-09-390	District	\$15.50 per hour	7/1/21-6/30/22	As needed basis
Elijah Perlman	11-000-262-110-09-390	District	\$13.00 per hour	7/1/21-6/30/22	As needed basis

I. Approval of Stipend

Name	Account #	Position	Stipend	Discussion
Samad Mobley	11-000-261-110-01-393	Supervisor of Buildings & Grounds	\$3,270	Stipend for extra work time due to pandemic related activities.

J. Approval of Leave of Absence

Name	Account #	Location	Position	Type of Leave	Dates
Brittani Santangelo	11-120-100-101-01-012-090	WES	3 rd Grade Teacher	Unpaid Leave	9/1/21-6/30/22

K. Approval of Resignations

Name	Account Number	Position	Location	Effective Date
Amy Piano	11-215-100-106-01-059-090	Instructional Aide	WES	6/30/21
Jocelyn Romano	11-000-219-105-01-174-340	Secretary to the Director of Student Services	BOE	8/13/21
Erin Sheridan	11-120-100-101-01-012-060	Physical Education Teacher	SBS	6/18/21

L. Approval of Additional Substitute Aide for ESY

Name	Position	Location	Account Number	Dates	Rate
Anne Cohen	ESY Substitute Aide	WES	11-213-100-106-03-078-600	7/6/21-8/19/21	\$16.23 per hour (as needed)

M. Approval of Personnel

Name	Account Number	Position	Location	Step	Level	Salary	Dates	Discussion
Elaine Ahedo	11-000-240-105-01-343-090	Office Aide	WES	NA	NA	\$23,156	9/1/21-6/30/22	Replacing Nancy Kunz
Alison Beebe	11-120-100-101-01-012-090	1 st Grade Teacher	WES	5	150	\$64,995	9/1/21-6/30/22	ESSER funded position for Class Size Reduction
Tara Bisson	11-000-219-104-01-168-340	LCSW	District	5	150	\$64,995	9/1/21-6/30/22	Replacing Jan Motz
Anna Dieterly	11-000-219-104-01-162-340	LDTC	District	11	212	\$72,395	9/1/21-6/30/22	Replacing Nancy Padula
Melissa Donaway	11-120-100-101-01-012-090	3 rd Grade Teacher	WES	2	BA	\$60,195	9/1/21-6/30/22	ESSER funded position for Class Size Reduction
Victoria Kelley	11-110-100-101-01-001-090	Kindergarten Teacher	WES	2	BA	\$60,195	9/1/21-6/30/22	ESSER funded position for Class Size Reduction
Bethann Harrington	11-000-219-104-01-168-340	LCSW	District	18	150	\$75,690	9/1/21-6/30/22	Replacing Amy McLaughlin
Madison Hill	11-120-100-101-01-012-060	5 th Grade Teacher	SBS	1	182	\$63,749	9/1/21-6/30/22	New Position
Emily Lloyd	11-120-100-101-01-012-090	1 st Grade Teacher	WES	2	182	\$64,495	9/1/21-6/30/22	Replacing Debra Trubin
Linda Madison	11-000-221-102-01-207-999	Interim Administrator	District	NA	NA	\$90 per hour	7/6/21-1/31/22	MLR for Employee #5676
Victoria Maldonado	11-120-100-101-01-012-060	4 th Grade Teacher	SBS	2	150	\$62,345	9/1/21-6/30/22	ESSER funded position for Class Size Reduction
Colleen Nejme	11-120-100-101-01-012-060	5 th Grade Teacher	SBS	11	150	\$68,095	9/1/21-6/30/22	ESSER funded position for Class Size Reduction
Katie O'Shea	11-120-100-101-01-012-090	2 nd Grade Teacher	WES	1	BA	\$59,449	9/1/21-6/30/22	ESSER funded position for Class Size Reduction
Karen Palko	11-120-100-101-01-012-090	1 st Grade Teacher	WES	2	BA	\$60,195	9/1/21-6/30/22	ESSER funded position for Class Size Reduction
Kristen Perrine	11-120-100-101-01-012-060	4 th Grade Teacher	SBS	3	BA	\$60,195	9/1/21-6/30/22	ESSER funded position for Class Size Reduction
Ruth Pluymsers	11-120-100-101-01-012-090	2 nd Grade Teacher	WES	2	BA	\$60,195	9/1/21-6/30/22	Replacing Joan Baier
Candace Sharrow	11-120-100-101-01-012-060	5 th Grade Teacher	SBS	12	182	\$71,795	9/1/21-6/30/22	Replacing Debra Adam

N. Approval of Additional Summer Curriculum Work

Name	Position	Location	Account Number	Dates	Rate	Discussion
Devra Hobbs Deborah Volpe	Summer GR. 4-8 ICR Modification Curriculum Writing	WES	11-000-221-104-02-213	7/1/21- 8/31/21	\$41 per hour (Up to 10 hours each, not to exceed \$820 total)	NA
Lisa Leibowitz	Summer ELA Curriculum Writing Gr. 6-8	BCMS	11-000-221-104-02-213	7/1/21- 8/31/21	\$41 per hour (Up to 6 hours, not to exceed \$246)	Fulfillment of available writing position
Justin Rogoff	Summer ELA Curriculum Writing Gr. 6-8	BCMS	11-000-221-104-02-213	7/1/21- 8/31/21	\$41 per hour (Up to 6 hours, not to exceed \$2,461)	Replacing Marie Cinque

O. Approval of 2021-2022 Non-Athletic Stipends

Name	Name	Account Number	Location	Position	Stipend (not to exceed)
Kelly Boyle Marie Cinque Lauren Knoke Erica Landesberg Danielle Puglisi Danielle Puzzo		11-401-100-101-01-078	District	Curriculum Specialists	\$3,084.02 each

P. Approval of 2020-2021 Non-Athletic Stipends

Name	Account Number	Location	Position	Stipend (not to exceed)
Toni Lynn Burke	11-401-100-101-01-078-060	SBS	Talent Show	\$662
Meghan Russo	11-401-100-101-01-078-020	BCMS	Art Show	\$770

Q. Approval of Summer Course Completion Teachers

Name	Account Number	Position	Hours	Location	Rate	Dates	Discussion
Kristen Allen	20-477-100-101-04-000-000	Course Completion Teacher	3 hours per day for 8 days	District	\$45 per hour	8/16/21- 8/26/21	Position is dependent upon student enrollment
Zach Miracle	20-477-100-101-04-000-000	Course Completion Teacher	3 hours per day for 8 days	District	\$45 per hour		

R. Approval of Transfers

Name	From	To	Dates
Erica Landesberg	K-2 STEM Coach 11-424-100-178-01-013-090	Grades 3-5 STEM Coach 11-424-100-178-01-013-060 11-424-100-178-01-013-090	9/1/21-6/30/22
Amy McLaughlin	School Psychologist 11-000-219-104-01-165-340	Social Emotional Learning Specialist 11-000-218-104-01-141-090	9/1/21-6/30/22
Danielle Puzzo	Grades 3-5 STEM Coach 11-424-100-178-01-013-090	K-2 STEM Coach 11-424-100-178-01-013-090	9/1/21-6/30/22

S. Approval of Summer Hours

Name	Account Number	Position	Location	Rate	Dates	Discussion
Ling Zhang	11-000-213-104-01-123-020	Summer Physicals	BCMS	\$41 per hour (not to exceed 19 hours)	7/1/21- 8/31/21	Nurse needed to review summer physical forms.
Suzanne Updegrove	11-000-240-103-01-333-020	Scheduling	BCMS	\$41 per hour (not to exceed 40 hours)	7/1/21- 8/31/21	Working with vice principal to complete middle school schedule.
Rose Pellegrino	11-000-240-105-01-336-020	Summer Office Aide	BCMS	\$20.27 per hour (not to exceed 40 hours)	7/1/21- 8/31/21	Get school ready for opening.
Devra Hobbs Lisa Leibowitz Jennilyn Nelson Margaret Ryan Deborah Volpe	11-000-218-104-01-142-020	Advisory Revisions	BCMS	\$41 per hour (not to exceed 25 hours each)	7/1/21- 8/31/21	Revision of advisory program for BCMS.
Marie Cinque Devra Hobbs Leigh Keely Kristyn Perello Danielle Puglisi Suzanne Updegrove	11-421-100-101-01-013	RTI Revisions	BCMS	\$41 per hour (not to exceed 125 hours total)	7/1/21- 8/31/21	Examine and revise the current RTI program at BCMS.

S. Approval of Summer Hours (continued)						
Name	Account Number	Position	Location	Rate	Dates	Discussion
Jennilyn Nelson Margaret Ryan	11-000-218-104-01-141-020	Guidance Counselor	BCMS	\$41 per hour (not to exceed 17.5 hours each)	7/1/21- 8/31/21	Guidance scheduling work.
Alexandra Gallo	11-000-218-104-01-141-060	Guidance Counselor	SBS	\$41 per hour (not to exceed 30 hours)	7/1/21- 8/31/21	Guidance scheduling work.
Janet Hoffman Denise Shaughnessy Ling Zhang	11-000-213-104-01-123-060 11-000-213-104-01-123-090 11-000-213-104-01-123-020	Nurse	BCMS	\$66.75 \$45.91 \$45.96 (not to exceed 4 hours each)	7/6/21	Nurses for vaccine clinic.

T. Approval of Bus Driver Training Hours					
Name	Account Number	Position	Rate	Dates	Discussion
Antonio Cornacchia	11-000-270-160-01-462	Bus Driver	\$32.23 per hour (not to exceed 60 hours)	7/1/21-6/30/21	Summer driving training

U. Approval of ESY Bus Drivers					
Name	Account	Position	Step	Rate	Dates
Diane Barna	11-000-270-161-01-470	ESY Bus Driver	12	\$33.03	7/6/21-8/19/21
Frederick Boosman			2	\$31.09	
Joyce Engesser			12	\$33.03	
Carolyn Girvan			3	\$31.28	
Cheryl Goldsmith			3	\$31.28	
Lucyna Nauertz			12	\$33.03	
Susan Reid			12	\$33.03	
Olga Sanchez-Gruszka			6	\$31.85	

V. Approval of ESY Bus Aides				
Name	Account Number	Position	Rate	Dates
Catherine Leeds Faith Moeller	11-000-217-106-01-000-020	ESY Bus Aides	\$13.50	7/6/21-8/19/21

W. Approval of Summer Internships				
Name	Account Number	Position	Stipend	Dates
Anna Dieterly	11-000-219-104-01-159-999	Intern to the Director of Student Services	\$1,250	7/6/21-8/19/21
Danielle Puglisi	11-000-221-102-01-207-999	Intern to the Director of Curriculum	\$2,500	7/6/21-8/19/21

X. Approval of Additional Staff for CST Meetings, Evaluations and Counseling for ESY				
Name	Account Number	Position	Rate	Dates
Tara Bisson	11-000-219-104-03-087-340	LCSW	\$44.82 per hour (not to exceed 20 hours)	7/6/21-8/19/21
Anna Dieterly		LDTC	\$44.93 per hour (not to exceed 20 hours)	
Bethann Harrington		LCSW	\$52.20 per hour (not to exceed 20 hours)	

Y. Approval of Revision of Reappointment of 2021-2022 Bus Driver Contracts			
Name	From	To	Discussion
Frederick Boosman	Step: 2 Rate: \$31.09	Step: 1 Rate: \$30.90	Administrative error
Cheryl Goldsmith	Step: 3 Rate: \$31.28	Step: 2 Rate: \$31.09	

XII. BUSINESS

Motion by Ms. Curcio, seconded by Mrs. Phelps that Items XII.A. through XII.Y. be moved upon the recommendation of the Superintendent.

On call of the vote, Items XII.A. through XII.Y. were approved by Roll Call, with Mrs. Fabriczi and Mrs. Purohit abstaining on Item XII.G.

Mr. Carpentier said the Business Committee met on June 10, 2021 and discussed the following:

- Stony Brook School HVAC work issues may cause a delay with the project;
- Stony Brook School windows project should be completed by July;
- Issues with the pumps at the transportation garage;
- Window balances at Whiton Elementary School;
- Gym floor at Whiton Elementary School;
- Welcomed the new Transportation Supervisor, Elena McFarland; and
- Thanked Marci Cole and Emma Priester for their help in transportation.

A. Bill List

It is recommended that the Board approve the List of Bills for the period May 21, 2021 through June 17, 2021, totaling \$1,012,308.15, and ratify the Payroll for the period May 15, 2021 through May 27, 2021, totaling \$939,121.21, and for the period of June 1, 2021 through June 4, 2021, totaling \$1,013,583.51.

B. Secretary's Report

The Report of the Secretary for May 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 May 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 2020-2021 fiscal year.

C. Treasurer's Report

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

E. Monthly Transfer Report

It is recommended that the Board approve the May 2021 Monthly Transfer Report.

F. Approval to Pay Bills

In accordance with N.J.S.A. 18A:19-4.1, the Board of Education approves Kelly Morris, School Business Administrator to issue payment of bills for June 17, 2021 through July 15, 2021 prior to the next regularly scheduled meeting of July 15, 2021 and with the approval and consent of the Superintendent of Schools, and then present said bills to the Board at the July 15, 2021 meeting for ratification.

G. Approval of PL 2015, Chapter 47 Resolution

It is recommended that the Board, upon recommendation of the Superintendent, approve the following Resolution:

Pursuant to PL 2015, Chapter 47 the Branchburg Township Board of Education intends to renew, award, or permit to expire the attached list of contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part 200.

Vendor's Name	Vendor's Name	Vendor's Name
Bayada Nursing Services	Hughes-Plumber Associates	Pitney Bowes
Barnes & Noble	Hunterdon County Co-op Commission	Readington Twp. BOE (Uniform Shared Services)
Benecard Services	Hunterdon County Educational Services	Really Good Stuff
Booksource	Hunterdon Family Medicine of Branchburg	Pioneer Valley Books
Brainpop.Com, LLC	Industrial Appraisal	Republic Services, Inc.
Breaker Group	Integrity Consultants Group	Responsive Classrooms
CC Productions	IXL Learning	Savin - Atlantic Tomorrow
The Center School	Jacquelyn C. Matthews, Educational Consulting	Scholastic
Clarkin & Vignuolo, P.C.	Kistler O'Brien	School Dude
Comcast	Lakeshore Learning	School Messenger
Courier News	LAN Associates	School Specialty
David Rubin, P.C.	Machado Law Group	Somerset County Educational Services
Delta Dental	Make Music, Inc.	Somerville Board of Education
Discovery Education	Maschio's Food Services	Staples Business Advantage
EAI Education	McGraw Hill	Strauss Esmay
Eastern States Environmental Assoc.	Midland School	Surfscor
The Eden School	Morris County Coop Bidding Services	Systems 3000
Edgenuity	Morris Union Jointure Commission	Teachers Curriculum Institute
Follett School Solutions	MRESC Co-op	Temco Building Maintenance
Educational Data Service	MRESC Electric Aggregation	Tilcon New York Inc.
Educational Services Commission of NJ	NASCO	Tynker
Advocate	New Jersey School Boards Association	Union County Educational Services Commission
E-Rate Partners	New Jersey Schools Insurance Group	Verina Consulting Group
Fortinet	New Roads School	Verizon
Frontline	Nisivoccia LLP	Vernier Books
Genesis	Northwest Evaluation Association	Warren County Special Services
Go-Guardian	PaySchools	Wilentz, Goldman & Spitzer (Bond Counsel)
Granicus	Pearson	Xtel Communications
Heinemann Books	Penn-Serv	Youth Consultation Services
Horizon Blue Cross/Blue Shield	Phoenix Advisors	

H. Approval of Contract for Board Attorney

It is recommended that the Board approve a contract with the firm of David B. Rubin, Esq., of David B. Rubin, P.C. and The Busch Law Group, LLC to provide legal services to the District for the 2021-2022 school year for a flat monthly fee of \$2,300 for services outlined in the contract, plus an hourly rate of \$175 for activities related to civil or administration litigation, to be paid from account #11-000-230-331-01-276, and sufficient funds are available in the 2020-2021 budget.

I. Approval of Contract for School Physicians

It is recommended that the Board approve a contract with the Hunterdon Family Medicine at Bridgewater in the amount of \$5,500 for the 2021-2022 school year with funding to be paid through account #11-000-213-330-01-129, and sufficient funds are available in the 2021-2022 budget.

J. Approval of Annual Petty Cash Allocations

It is recommended that the following Petty Cash dollar amounts be allocated to each location as follows:

Location	Amount
Board Office	\$50
Branchburg Central Middle School	\$250
Instructional Services	\$100
Stony Brook School	\$150
Transportation	\$300
Whiton Elementary School	\$150

K. Approval of School Security Grant Funds

It is recommended that the Branchburg Township Board of Education hereby accept School Security Grant funds in the amount of \$75,961.

L. Approval to Enter into an Agreement with Educational Data Services, Inc. to Purchase School Supplies

It is recommended that the Board enter into an agreement with Educational Data Services, Inc., to purchase school supplies for the 2021-2022 school year at a cost of \$5,150 for licensing and maintenance, to be paid for through Account #11-000-230-890-01-294, and sufficient funds are available in the 2021-2022 budget.

M. Capital Reserve

BE IT RESOLVED to approve a capital reserve deposit in the amount of up to \$4,000,000 to fund capital projects included in the District’s Long Range Facilities Plan in accordance with N.J.A.C. 6A:23A-14.3.

N. Tuition Reserve

BE IT RESOLVED to approve a tuition reserve deposit in the amount of up to \$900,000 to fund anticipated tuition adjustments in the 2021-2022 school year in accordance with N.J.A.C. 6A:23A-14.4.

O. Maintenance Reserve

BE IT RESOLVED to approve a maintenance reserve deposit in the amount of up to \$500,000 to fund required maintenance of the school district’s facilities in accordance with N.J.A.C. 6A:23A-14.3.

P. Emergency Reserve

BE IT RESOLVED to approve an emergency reserve deposit in the amount of up to \$500,000 to fund unforeseen emergency expenditures in the 2021-2022 school year in accordance with N.J.A.C. 6A:23A-14.4.

Q. Approval of Transportation Jointure with Delaware Valley Regional High School

It is recommended that the Board approve the Joint Transportation Agreement between the Branchburg Township Board of Education and Delaware Valley Regional High School for the following 2020-2021 routes.

Service	Cost to Branchburg
Provide a school bus for various field and athletic trips	Flat rate of \$324 per bus for hours 0-4, then \$72 per hour (for bus and driver) for hours 5+ to be billed in quarter hour increments plus tolls and parking where applicable

R. Approval of New Jersey School Boards Association Insurance Group for Liability Insurance and Other Coverages

It is recommended that the Board approve New Jersey School Boards Association Insurance Group to provide liability insurance and other coverages as follows as recommended by Hughes-Plumer & Associates effective July 1, 2021 through June 30, 2022, which is in compliance with N.J.S.A. 18A:18B-1:

Coverage	2021-2022
Property (including EDP and Boiler & Machinery)	\$ 82,757
Automobile Liability	\$ 34,853
Automobile Physical Damage	\$ 9,793
General Liability	\$ 16,925
School Board Errors & Omissions	\$ 53,772
Workers Compensation	\$ 150,919
Salary Continuance	\$ 7,852
Student Accident	\$ 7,250
Bond	\$ 1,470
Crime	\$ 1,264
Volunteer Accident	\$ 498
TOTAL	\$ 367,353

S. Approval to Join New Jersey School Boards Association Insurance Group Indemnity Trust Agreement

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Branchburg Township Board of Education, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2021, and ending July 1, 2024 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A.18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;

10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney’s fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;

11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

T. Approval of Submission of Fiscal Year 2022 I.D.E.A. Grant Application

It is recommended that the Board approve the submission of the Fiscal Year 2022 Individuals with Disabilities Education Act (I.D.E.A.) Grant Application to the New Jersey Department of Education in the following amounts and to accept funds when it has been reviewed and approved.

Basic	\$ 363,491
Preschool	\$ 20,539
Total	\$ 384,030

U. Acceptance of Fiscal Year 2022 ARP-ESSER Funds

It is recommended that the Board approve the submission of the Fiscal Year 2022 ARP-ESSER Application in the amount of \$493,412 to the New Jersey Department of Education and to accept funds when it has been reviewed and approved.

V. Approval of Submission of the 2022 Safe Return to School Plan

It is recommended that the Board approve the submission of the 2022 Safe Return to School Plan to the New Jersey Department of Education.

W. Acceptance of Fiscal Year 2022 ESSER II Funds

It is recommended that the Board approve the acceptance of the following Fiscal Year 2022 ESSER II Funds from the New Jersey Department of Education.

CRRSA ESSER II	\$ 219,600
Learning Acceleration	\$ 25,000
Mental Health Grants	\$ 45,000

X. Approval of Submission of Fiscal Year 2022 ESEA Grant Application

It is recommended that the Board approve the submission of the Fiscal Year 2022 ESEA Grant Application to the New Jersey Department of Education in the following amounts and to accept funds when it has been reviewed and approved.

Title II-A	\$24,896
Title III	\$2,802
Title IV Part A	\$10,000
Total	\$37,698

Y. Approval for Capital Reserve Withdrawal

WHEREAS, the Branchburg Board of Education desires to withdraw from the 2020-2021 Capital Reserve funds previously approved in the 2020-2021 Budget as follows:

BOE Side Parking Lot Pavement	\$ 113,856
SBS HVAC Upgrade	\$2,862,000
SBS Window Replacement	\$ 765,500
WES LED Interior Lighting	\$ 26,714
WES Gym Floor Replacement	\$ 94,417
Total	\$3,862,487

XIII. PUBLIC COMMENT

Tara Murphy, 3339 Lukes Pond Road, spoke about the Special Education Parents Advisory Group (SEPAG) election, and informed the Board they would like to elect its own leadership, and run its own meetings.

Randi Lee Childers, Branchburg Township Education Association President, wished all the retirees well.

XIV. BOARD LIAISON REPORTS

Mrs. Fabriczi attended the Somerville Board of Education meeting where the following was discussed:

- Board member, Dr. Melissa Sadin, resigned;
- Retirees were acknowledged;
- Student Board member report included the senior student handprints and senior balloons;
- Prom was a success;
- Peer Leadership held an in-person welcome ceremony for the upcoming peer leaders;
- Six Flags senior class trip which was sponsored by the PTO;
- Adopt a senior;
- Senior awards was live-streamed;
- Athletic awards;
- There will be an ice cream social on the field;
- Student Discipline Code of Conduct;
- Tomorrow’s Teacher Program; and
- Comments from parents raising the topic of the vote of no confidence done by SEA toward the Somerville Superintendent. There was also support of the Superintendent.

Ms. Gensel thanked the PTO for helping with all the field days, and said they are a very important part of the community.

Mr. Sarles spoke about the following:

- The students at Somerset County Educational Services will be graduating next week; and
- Barry Walker was named the new President at the reorganization meeting.

Ms. Gensel thanked the Branchburg Education Foundation for sponsoring Author’s Day at Whiton Elementary School.

XV. BOARD FORUM

There were no Board Forum comments.

XVI. EXECUTIVE SESSION

On a motion by Ms. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene to Executive Session at 9:16 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Ms. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn Executive Session at 10:17 p.m.

XVII. ADJOURNMENT

On a motion by Mrs. Curcio, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn at 10:17 p.m.

Respectfully Submitted,



Kelly Morris
School Business Administrator/Board Secretary