

REGULAR MEETING MINUTES

March 3, 2022

Executive Session – 6:30 p.m.

Public Meeting – 7:30 p.m.

I. CALL TO ORDER

On a motion by Mr. Maider, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene to public session at 7:10 p.m.

The meeting was called to order at 7:10 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: Kristen Fabriczi, Theresa Joyce, Keerti Purohit, Robert Maider and Jonathan Sarles.

The following members were absent: Vincent Carpentier, Cathy Curcio, Carmela Noto and Olga Phelps.

Also present were: Interim Superintendent of Schools Dr. Elizabeth Nastus and Interim Business Administrator/Board Secretary Thomas M. Venanzi.

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Mr. Maider, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to convene to Executive Session at 7:10 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mr. Maider, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn Executive Session at 7:21 p.m.

On a motion by Mr. Maider, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to reconvene to public session at 7:30 p.m. with 3 members of the public present.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Dr. Nastus recognized the following Student Artists for the 2021-2022 school year who spoke briefly about their artwork:

- Vanessa Castro
- Annalise Gurumendy
- Tyler Kim

Dr. Nastus thanked the following district Art Teachers:

- Chris Boehm (Whiton Elementary School)
- Samantha Rueger (Stony Brook School)
- Meghan Russo (Branchburg Central Middle School)

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

Motion by Mr. Maider, seconded by Mrs. Fabriczi that Item VIII.A. be moved upon the recommendation of the Superintendent.

On call of the vote, Item VIII.A. was unanimously approved by Roll Call, with Mrs. Purohit abstaining on Item VIII.A.

There was no Governance Committee report.

Mrs. Joyce said the scheduled April 14, 2022 Board meeting will be cancelled.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of February 17, 2022.

IX. POLICY

Motion by Mr. Maider, 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 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 |

X. EDUCATION

Motion by Mr. Maider, seconded by Mrs. Fabriczi that Items X.A. through X.E. be moved upon the recommendation of the Superintendent.

On call of the vote, Items X.A. through X.E. 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 |
|---|---|--------------------|---------------------|----------|----------------|---------------------------|------------|
| 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 |

XI. HUMAN RESOURCES

Motion by Mr. Maider, seconded by Mrs. Fabriczi that Items XI.A. through XI.G., be moved upon the recommendation of the Superintendent.

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

There was no Human Resources Committee report.

| 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 Updegrave | \$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 |

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| F. Approval of Professional Development Presenters (continued) | | | | |
|---|-----------------------|----------|--|---|
| Name | Account Number | Position | Rate | Discussion |
| 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 |

XII. BUSINESS

Motion by Mr. Maider, seconded by Mrs. Fabriczi that Items XII.A. through XII.D. be moved upon the recommendation of the Superintendent.

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

Mrs. Joyce said the Business Committee met on March 28, 2022, and discussed the following:

- There was a presentation given by the Architect on the new parking lot area by the Transportation building;
- Discussed ordering HVAC units;
- Reviewed the Long Range Facilities Plan;
- Discussed the budget (State Aid numbers will be announced March 10, 2022);
- Reviewed Somerville tuition;
- Discussed the increases in Property/Casualty and Health insurance;
- There will be a presentation of the preliminary budget at the March 17, 2022 Board of Education meeting; and
- The next Business Committee meeting is scheduled for March 28, 2022.

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.

XIII. PUBLIC COMMENT

RandiLee Childers, Branchburg Township Education Association President, thanked the PTO for putting together the wellness tables for the staff, and said it was very much appreciated.

XIV. BOARD LIAISON REPORTS

There were no Board Liaison reports.

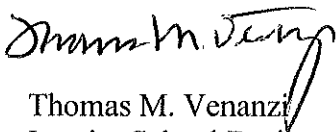
XV. EXECUTIVE SESSION

There was no second Executive Session.

XVI. ADJOURNMENT

On a motion by Mr. Maider, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn at 7:50 p.m.

Respectfully Submitted,



Thomas M. Venanzi
Interim School Business Administrator/Board Secretary

3/3/2022