

*Branchburg Township School District*

**REGULAR MEETING MINUTES**

September 9, 2021

**Executive Session - 6:30 p.m.**

**Public Meeting – 7:30 p.m.**

**I. CALL TO ORDER**

On a motion by Mr. Horowitz, seconded by Ms. Curcio, and carried unanimously, the Board agreed to convene to public session at 7:08 p.m.

The meeting was called to order at 7:08 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, Noah Horowitz, Theresa Joyce, Robert Marder, Olga Phelps and Jonathan Sarles.

The following members were absent: Kristen Fabriczi and Keerti Purohit.

Also present were: Superintendent of Schools Rebecca Gensel and Business Administrator/Board Secretary Kelly Morris.

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

**III. CALL TO EXECUTIVE SESSION**

On a motion by Mr. Horowitz, seconded by Ms. Curcio, and carried unanimously, the Board agreed to convene to Executive Session at 7:09 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mr. Horowitz, seconded by Ms. Curcio, and carried unanimously, the Board agreed to adjourn Executive Session at 7:16 p.m.

On a motion by Mr. Horowitz, seconded by Ms. Curcio, and carried unanimously, the Board agreed to reconvene to public session at 7:29 p.m. with 2 members of the public present.

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

**V.** Statement of Adequate Notice

**VI. SUPERINTENDENT'S REPORT**

Ms. Gensel did a presentation on the "Opening of Schools Update" for school year 2021/2022.

**VII. PUBLIC COMMENT**

There was no public comment.

**VIII. GOVERNANCE**

Motion by Mr. Horowitz, seconded by Ms. Curcio that Items VIII.A. through VIII.B. be moved upon the recommendation of the Superintendent.

On call of the vote, Items VIII.A. through VIII.B. were approved by Roll Call, with Mr. Carpentier and Mrs. Phelps abstaining on Item VIII.A.

Mrs. Joyce reminded the Board members to complete their mandated training, if they are required to do so this year.

Mrs. Joyce reminded the Board members to register for the 2021 Virtual New Jersey School Boards Association workshop.

**A. Approval of Minutes**

It is recommended that the Board approve the Minutes of the Regular Meeting of August 19, 2021.

**B. Approval of Revised 2021-2022 School District Calendar**

It is recommended that the Board approve the revised 2021-2022 School District Calendar.

**IX. POLICY**

Motion by Mr. Horowitz, seconded by Ms. Curcio that Items IX.A. through IX.B. be moved upon the recommendation of the Superintendent.

On call of the vote, Items IX.A. through IX.B. were approved by Roll Call.

Mr. Horowitz spoke about the policy listed on the agenda, and also, the policies to be abolished.

<b>A. Policy and Regulations First Reading</b>		
Policy/Regulation	Title	Discussion
P 1648.11	The Road Forward COVID-19 – Health and Safety (M)	New

<b>B. Policy and Regulations to be Abolished</b>		
Policy/Regulation	Title	Discussion
P 1648	Restart and Recovery Plan (M)	Abolished
P 1648.02	Remote Learning Options for Families (M)	Abolished
P 1648.03	Restart and Recovery Plan – Full Time Remote Instruction (M)	Abolished

## X. EDUCATION

Motion by Mr. Horowitz, seconded by Ms. Curcio that Items X.A. through X.F. be moved upon the recommendation of the Superintendent.

On call of the vote, Items X.A. through X.F. 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
Learner First Instructional Coaching Summit Virtual	Marie Cinque 11-000-223-580-02-144-999	9/21/21- 9/22/21	\$300.00	N/A	N/A	N/A	\$300.00
Learner First Instructional Coaching Summit Virtual	Lauren Knoke 11-000-223-580-02-144-999	9/21/21- 9/22/21	\$300.00	N/A	N/A	N/A	\$300.00
Learner First Instructional Coaching Summit Virtual	Danielle Puzzo 11-000-223-580-02-144-999	9/21/21- 9/22/21	\$300.00	N/A	N/A	N/A	\$300.00
New Jersey Science Convention Princeton, NJ	Jaclyn Furnari 11-000-223-580-02-144-999	10/19/21- 10/20/21	\$300.00	N/A	N/A	\$37.94	\$337.94
New Jersey Science Convention Princeton, NJ	Deborah Glickich 11-000-223-580-02-144-999	10/19/21- 10/20/21	\$300.00	N/A	N/A	\$11.20	\$311.20
NJASBO Business Officials Workshop School Law Economic & Legal Ramifications Morris Plains, NJ	Patricia Rodgers 11-000-251-580-01-585	1/8/22 1/15/22 1/22/22 1/29/22	\$280.00	N/A	N/A	N/A	\$280.00
NJASBO Business Officials Workshop Insurance/Risk Management Morris Plains, NJ	Patricia Rodgers 11-000-251-580-01-585	2/5/22 2/12/22 2/26/22 3/5/22	\$280.00	N/A	N/A	N/A	\$280.00

Conferences/Workshops (continued)	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals /Exp.	Tolls/Parking /Mileage	Total
New Jersey School Boards Association Workshop 2021 Virtual	District Admin Team and Board Members 11-000-230-585-01-300	10/26/21- 10/28/21	\$900.00	N/A	N/A	N/A	\$900.00
Diversity, Equity & Inclusion Workshop The Connection Between Race, Power and Privilege Virtual	Kelly Morris 11-000-251-580-01-585	10/7/21	\$250.00	N/A	N/A	N/A	\$250.00
Diversity, Equity & Inclusion Workshop Building a Diverse, Equitable & Inclusive Organization Virtual	Kelly Morris 11-000-251-580-01-585	10/21/21	\$250.00	N/A	N/A	N/A	\$250.00
NJASBO Pensions Workshop Whippany, NJ	Kelly Morris 11-000-251-580-01-585	10/19/21	\$100.00	N/A	N/A	\$14.00	\$114.00

B. Approval of 2021-2022 Out of District Programs									
Program/Location	Account Number	Student ID #	ESY			SY			Total Cost
			Tuition	Extra Services	Dates	Tuition	Extra Services	Dates	
Green Brook Academy Bound Brook, NJ	11-000-100- 566-03-109-000	7042428089	N/A	N/A	N/A	\$77,490.00	N/A	9/8/21- 6/23/22	\$77,490.00
Educational Services Commission of NJ Future Foundations Academy Piscataway, NJ	11-000-100- 562-03-105-000	9751134352	\$5,336.00	\$708.00	6/28/21- 8/6/21	N/A	N/A	N/A	\$6,044.00
The Lewis School Princeton, NJ	11-000-100- 566-03-109-000	3790598139	N/A	N/A	N/A	\$34,750.00	\$12,423.00	7/5/21- 5/26/22	\$47,173.00
ECLC of New Jersey Chatham Township, NJ	11-000-100- 566-03-109-000	7314998953	\$6,308.20	N/A	7/6/21- 8/2/21	\$56,773.80	N/A	9/3/21- 6/24/22	\$63,082.00

C. Approval of Acceptance of Out of District Student 2021-2022 Teacher of the Deaf Services				
Sending District	Student ID #	Fee	Dates	Discussion
Dunellen School District Dunellen, NJ	4523289009	\$5,108.34	9/3/21-6/30/22	42 weeks of services for student attending Somerville High School

D. Approval of Outside Presenter for Professional Development 2021-2022 School Year			
Name	Account #	Cost (not to exceed)	Discussion
Kristine Mraz	11-000-223-320-02-225-999	\$2,400	Professional Development Workshop: Purposeful Play

E. Approval of Field Trip			
Trip	Coordinator	Grade	Purpose
YMCA Camp Bernie Port Murray, NJ	Suzanne Updegrove	8 GATE	Trip offers team building and leadership training in support of the GATE 8 class theme of Leadership.

F. Approval of Field Experience					
Name	College/University	Certification	Location	Dates	Discussion
Daniello Fois (subject to delivery of documents)	Fairleigh Dickinson University	Teacher of English	BCMS	10/4/21-11/19/21	Cooperating Teacher: Justin Rogoff, 10 days total
Rosanna Vitiello	Drexel University	Preschool through Grade 3	WES	9/21/21-10/5/21	Cooperating Teacher: Colleen Repoli, 30 hours total

## XI. HUMAN RESOURCES

Motion by Mr. Horowitz, seconded by Ms. Curcio that Items XI.A. through XI.M., be moved upon the recommendation of the Superintendent.

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

There was no Human Resources Committee report.

<b>A. Approval of Title IV Clubs</b>					
Name	Account	Location	Club	Dates	Rate
Cory Hanna	20-280-100-101-02-659	WES	Sports Club	2/28/22-5/16/22	\$41 per hour (not to exceed 20 hours)
Jodi Harwood	20-280-100-101-02-659	WES	Card & Board Game Bonanza Club	10/1/21-12/20/21	\$41 per hour (not to exceed 10 hours)
Elizabeth Janiec	20-280-100-101-02-659	WES	STEM Environmental Packaging Design Club	10/7/21-12/16/21	\$41 per hour (not to exceed 10 hours)
Elizabeth Janiec	20-280-100-101-02-659	WES	Reader's Theatre Troupe Club	9/30/21-12/9/21	\$41 per hour (not to exceed 10 hours)
Allison LeMieux	20-280-100-101-02-659	WES	Helping Hands: Community Service Club	9/13/21-11/15/21	\$41 per hour (not to exceed 10 hours)
Kate Mileto	20-280-100-101-02-659	WES	Ukulele Club	10/5/21-12/10/21	\$41 per hour (not to exceed 20 hours)
Jennifer Palermo	20-280-100-101-02-659	WES	Sign Language Club	9/29/21-12/8/21	\$41 per hour (not to exceed 10 hours)

<b>B. Approval of Athletic Stipend</b>				
Name	Account	Location	Position	Stipend
Scott Rourke	11-401-100-101-01-078-020	BCMS	Wrestling Coach	\$3,474

<b>C. Approval of Mentoring</b>				
Mentee	Mentor	Fee	Dates	Discussion
Brooke Giuliano	Carrie Santoro	\$550 (prorated)	9/1/21-12/23/21	Fee to be paid by mentee via payroll deduction
Madison Hill	Stephanie Formus	\$550	9/1/21-6/30/22	
Katie O'Shea	Eileen Szajdecki	\$550	9/1/21-6/30/22	

<b>D. Approval of Resignation</b>				
Name	Account Number	Position	Location	Effective Date
Diana Cirianni	11-000-217-106-01-000-090	Instructional Aide	WES	8/31/21

<b>E. Approval of Nurses for Contact Tracing Beyond Contracted Hours</b>					
Name	Account	Location	Position	Rate of Pay	Dates
Janet Hoffman	11-000-213-104-01-123-060	SBS	Nurse	\$66.75 per hour as needed	9/1/21-6/30/22
Denise Shaughnessy		WES		\$45.91 per hour as needed	
Ling Zhang		BCMS		\$45.96 per hour as needed	

<b>F. Approval of Home Instruction Teachers</b>						
Name	Name	Name	Account Numbers	Hourly Rate	Dates	Discussion
Kristen Allen	Erica Landesberg	Carrie Santoro	11-150-100-101-03-066 (020, 060, 090)	\$45	9/03/21- 6/30/22	As needed
Kristen Cardona	Nina Manger	Candace Sharrow				
Paul Cutaneo	Zachariah Miracle	Abbie Sutherlin				
Emily Hansen	Susan Mariani	Megan VanHorn				
Jodi Harwood	Colleen NejmeH	Randi Lee Venturini				
Devra Hobbs	Sonia Pereira	Erica Viel				
Lorien Holderbaum	Amanda Perez	Deb Volpe				
Jack Jones	Danielle Puglisi	Emily Williams				
Michelle Jordan	Danielle Puzzo	Lori Zelnick				
Leigh Keely	Emma Ryan					

<b>G. Approval of Extracurricular School Activity Aides</b>				
Name	Account Numbers	Hourly Rate	Dates	Discussion
Lindsay Atwell Jaime Cifuentes Anne Cohen Robin Dibetta Rachelle Emmons Joyce Flood Kim Gislao Diana Gurumendy Monita Haduch Leslie Jones Nicole Kotrba Karen Minette Christine Pedersen Faith Pedersen Karen Perlman Michele Rina Heather Rogalski Stephen Simborski Christine Peterson Tara Prunty	11-000-217-106-01-000 (020, 060, 090)	At their hourly rate	9/3/21-6/30/22	As needed
Ludmila Battista Benjamin Jones Colleen Nejme Carrie Santoro Candace Sharrow Megan VanHorn Emily Williams	11-000-217-106-01-000 (020, 060, 090)	\$19.27 per hour	9/3/21-6/30/22	As needed

<b>H. Approval of Revision of Staff for Summer Child Study Team Meetings, Evaluations, BCBA, and Counseling</b>					
Name	Account	Location	Position	From	To
Antonia DaSilva	11-000-219-104-03-087-340	WES	Social Worker	7/6/21-8/19/21	7/6/21-8/31/21
Douglas Haan			Psychologist		
Heather Lilly			LDTC		
Maritcelly Mendez			Occupational Therapist		
Amy McLaughlin			Psychologist		
Michelle Nash			Psychologist		
Lauren Ross			BCBA		
Margaret Ryan			Guidance Counselor		
Jillian Sawicki			Psychologist		

<b>I. Approval of Revision of Staff for Summer IEP Meetings</b>					
Name	Account Number	Position	Location	From	To
Kristen Allen Arianna Bellafiore Lauren Bockus Kristen Cardona Dawn Eelman Stephanie Formus John Gottshalk Jodi Harwood Nina Mlenak Danielle Puglisi Margaret Ryan Randi Lee Venturini Emily Williams	11-213-100-101-03-087-600	IEP Meetings	WES	7/6/21-8/19/21 \$1,200 total	7/6/21-8/31/21 \$2,000 total

<b>J. Approval of Revision of Staff for Summer CST Meetings and Evaluations</b>					
Name	Account	Location	Position	From	To
Tara Bisson Bethann Harrington	11-000-219-104-03-087-340	WES	LCSW	7/6/21-8/19/21	7/6/21-8/31/21

<b>K. Approval of Personnel</b>							
Name	Account Number	Position	Step	Salary/Rate	Location	Dates	Discussion
Keith LaBadie	11-230-100-106-01-777-020 (subject to delivery of documents)	Instructional Intervention Aide	1	\$19,094.60	BCMS	9/10/21-6/30/22	Replacing Elizabeth Altonji
Anthony Watkoskey	61-910-310-110-01-001 (subject to delivery of documents)	Lunchroom Aide	N/A	\$6,435 (prorated)	WES	9/10/21-6/30/22	Replacing Margaret Graziosi

<b>L. Approval of Leave</b>				
Employee #	Account Number	Type of Leave	Dates	Discussion
4396	11-120-100-101-01-012-060	Paid Sick Leave	9/1/21-10/27/21	Estimated date of return is 10/28/21

<b>M. Approval of Substitutes</b>			
Name	Position	Rate	Dates
Joseph Packer	Substitute Teacher/Substitute Instructional Aide (subject to delivery of documents)	\$110/\$90 per diem	9/1/21-6/30/22
Ava Vanglahn	Substitute Teacher/Substitute Instructional Aide (subject to delivery of documents)	\$110/\$90 per diem	9/1/21-6/30/22

## **XII. BUSINESS**

Motion by Mr. Horowitz, seconded by Ms. Curcio that Items XII.A. through XII.F. be moved upon the recommendation of the Superintendent.

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

Mrs. Morris said Stony Brook School opened on September 8, 2021 as planned, and commended Mr. Mobley, the maintenance staff, custodial staff and Atalian staff for all their hard work in having the school ready to open on the first day.

### **A. Bill List**

It is recommended that the Board approve the List of Bills for the period August 20, 2021 through September 9, 2021, totaling \$1,591,396.13, and ratify the Payroll for the period August 1, 2021 through August 15, 2021, totaling \$223,169.83, and for the period of August 15, 2021 through August 31, 2021, totaling \$209,207.36.

### **B. Secretary's Report**

The Report of the Secretary for July 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 July 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 2021-2022 fiscal year.

### **C. Treasurer's Report**

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

**E. Monthly Transfer Report**

It is recommended that the Board approve the July 2021 Monthly Transfer Reports.

**F. Approval of Submission of American Rescue Plan Grant**

It is recommended that the Board approve the submission of the American Rescue Plan, Individuals with Disabilities Grant to the New Jersey Department of Education, and to accept the grant award in the following amounts for the grant period:

Basic	\$ 56,999
Preschool	\$ 4,866
Total	\$61,865

**XIII. PUBLIC COMMENT**

Jessica Gallico, 20 Watchung Trail spoke about the following:

- Congratulated Ms. Gensel on her retirement; and said she did an amazing job over the years she has been here;
- Congratulated the teachers for doing an outstanding job over the past two years;
- Asked if the Interim Superintendent will be addressing the community;
- Mask breaks;
- Asked if staff needs to quarantine, do they have to use their sick time; and
- Diversity training workshop listed on the agenda.

RandiLee Childers, Branchburg Township Education Association President, commended the staff at Stony Brook School for getting the school ready for the first day.

**XIV. BOARD LIAISON REPORTS**

Mr. Horowitz said the PTO is collecting donations for the families impacted by the recent storm. He also said the PTO welcomed the students and staff of the first day of school.

**XV. BOARD FORUM**

There were no reports.

**XVI. EXECUTIVE SESSION**

There was no second Executive Session.



**XVII. ADJOURNMENT**

On a motion by Mr. Horowitz, seconded by Ms. Curcio, and carried unanimously, the Board agreed to adjourn at 8:03 p.m.

Respectfully Submitted,



Kelly Morris

School Business Administrator/Board Secretary