

REGULAR MEETING MINUTES

August 11, 2022

Executive Session – 6:30 p.m.

Public Meeting – 7:30 p.m.

I. CALL TO ORDER

On a motion by Mrs. Noto, seconded by Mr. Maider, and carried unanimously, the Board agreed to convene to public session at 6:53 p.m.

The meeting was called to order at 6:53 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, Kristen Fabriczi, Theresa Joyce, Robert Maider, Jompo Moloye-Olabisi, Carmela Noto and Keerti Purohit.

The following members were absent: Jonathan Sarles and Olga Phelps.

Also present were: Superintendent of Schools Dr. Karen Chase, Interim Board Secretary Debe Besold, and New Jersey School Boards Representative Gwen Thornton.

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Mr. Carpentier, seconded by Mr. Maider, and carried unanimously, the Board agreed to convene to Executive Session at 6:54 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mr. Carpentier, seconded by Mr. Maider, and carried unanimously, the Board agreed to adjourn Executive Session at 7:37 p.m.

On a motion by Mr. Carpentier, seconded by Mr. Maider, and carried unanimously, the Board agreed to reconvene to public session at 7:40 p.m.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Dr. Chase invited the School Principals to the Board meeting so they can share information about the work they have been doing to get ready for the upcoming school year.

Dr. Chase first shared a bit of information about the demographics and population within the district. She gave a "State of the School" presentation for the Board.

Dr. Chase then invited the following Principals to give information on the facilities, staffing, programs and initiatives in each of their schools:

- Danielle Shober, Principal of Whiton Elementary School
 - Chris Derflinger, Vice Principal of Whiton Elementary School
 - Kristen Kries, Principal of Stony Brook School
 - Beth Stanton, Vice Principal of Branchburg Central Middle School
- Dr. Chase gave an update on the opening of the district’s schools. She also thanked Enea Yard, Human Resources Manager, for tirelessly working to onboard the new staff.

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

Motion by Mrs. Noto, seconded by Mr. Carpentier that Items VIII.A. through VIII.C. be moved upon the recommendation of the Superintendent.

On call of the vote, Items VIII.A. and VIII.C. were unanimously approved by Roll Call, with Mr. Carpentier abstaining on both Items.

On call of the vote for Item VIII.B., the vote went as follows:

- Mr. Maider – Nay
- Mrs. Purohit – Nay
- Mrs. Moloeye-Olabisi – Nay
- Mrs. Joyce – Yay
- Mrs. Noto – Yay
- Mrs. Fabriczi – Yay
- Mr. Carpentier – Abstain

Mrs. Joyce spoke about the following:

- She is looking forward to welcoming the teachers back on September 1, 2022;
- There will be a school walk-through for Board members on August 24, 2022 at 9:30 a.m.; and
- All committee dates are set with the exception of the Education Committee.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of July 21, 2022.

B. Approval of Harassment, Intimidation, and Bullying Parental Appeal			
Building	Incident #	Date	Discussion
BCMS	SSDS# 065538	6/2/22	BE IT RESOLVED that the Board of Education has conducted a hearing on an appeal of a finding of Harassment, Intimidation and Bullying for parents of Student ID# 6159003369, and hereby confirms the Board’s decision of July 21, 2022, and denies the parent appeal.

C. 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 September 2022 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.

IX. POLICY

Motion by Mr. Carpentier, seconded by Mrs. Jompo Moloye-Olabisi 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 meeting report.

A. Policy and Regulations First Reading		
Policy/Regulation	Title	Discussion
P 0163	Quorum	Revised
P 2415	Every Student Succeeds Act (M)	Revised
P 3270	Professional Responsibilities	Revised
R 3270	Lesson Plans and Books	Revised
P 5513	Care of School Property (M)	Revised
R 5513	Care of School Property (M)	Revised

X. EDUCATION

Motion by Mr. Carpentier, seconded by Mrs. Moloye-Olabisi 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 meeting 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
Using Decodable Texts to Support Early Readers Virtual	Kelly Boyle 20-270-200-500-02-649	11/7/22- 11/9/22	\$700.00	N/A	N/A	N/A	\$700.00
LGBTQ Issues in Schools: Celebrating and Supporting Diversity Virtual	Margaret Ryan 20-270-200-500-02-649	9/9/22	\$150.00	N/A	N/A	N/A	\$150.00
Together in Art AENJ Conference Long Branch, NJ	Meghan Russo 20-270-200-500-02-649	10/13/22- 10/14/22	\$325.00	N/A	N/A	\$67.20	\$392.20
Human Resources Professionals: Focused Discussions on Critical Yearly Decisions Virtual	Enea Yard 11-000-230-580-01-303	8/16/22 10/17/22 1/11/23 3/15/23	\$700.00	N/A	N/A	N/A	\$700.00

B. Approval of Acceptance of Out of District Student for 2022-2023 School Year

Sending District	Student ID #	SY Tuition	SY Dates	Total Tuition
Hillsborough School District Hillsborough, NJ	8148312032	\$25,842	9/6/22-6/30/23	\$25,842

C. Approval of Vendors

Vendor	Account Number	Cost	Dates	Discussion
Therapy Source Staffing Solutions	11-000-219-320-03-181-340	\$1,368 (not to exceed)	8/1/22- 8/4/22	Speech Therapy Services for IEP Students \$85.50 per hour 4 hours per day for 4 days
Dr. Thomas Shea (subject to delivery of documents)	11-000-251-100-01-529	\$20,000 (not to exceed)	9/1/22- 6/30/23	Emergency Management Consultant

D. Approval of Vendor

Vendor	Account Number	Student ID #	Cost	Dates	Discussion
Garden State AAC Specialists, LLC Flemington, NJ	11-000-219-320-03-181-340	7314998953	\$1,150 (not to exceed)	7/1/22- 9/30/22	Augmentative and Alternative Communication Evaluation and Therapeutic Services. \$150 per hour – face to face with student \$300 – AAC reports \$50 – travel fee

E. Approval of 2022-2023 Out of District Programs

Program/Location	Account Number	Student ID #	ESY		SY		Total Cost
			Tuition	Dates	Tuition	Dates	
ECLC of New Jersey Chatham Township, NJ	11-000-100-566-03-109-000	7314998953	\$7,064.40	7/5/22- 8/1/22	\$63,579.60	9/6/22- 6/26/23	\$70,644.00
Montgomery Academy Basking Ridge, NJ	11-000-100-566-03-109-000	6384807243	N/A	N/A	\$85,932.00	9/6/22- 6/21/23	\$85,932.00
The Lewis School Princeton, NJ	11-000-100-566-03-109-000	3790598139	\$2,785.00	6/27/22- 7/15/22	N/A	N/A	\$2,785.00

F. Approval of Student Teacher/Fieldwork

Name	College/University	Certification	Location	Dates	Discussion
Donavyn Meyh	Centenary University	Elementary School Teacher in Grades K – 6 & TOSD	WES	9/1/22-12/9/22	Cooperating Teacher: Benjamin Jones (2 nd Grade)

XI. HUMAN RESOURCES

Motion by Mr. Carpentier, seconded by Mrs. Fabriczi 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.

Mrs. Joyce said the Human Resources Committee met on August 3, 2022, and discussed the following:

- Staff turnover;
- Exit interview process; and
- Vacancies being filled.

A. Approval of 2022-2023 School Improvement Panels

It is recommended that the Board approve the following School Improvement Panels to ensure, oversee and support the implementation of the District's evaluation, professional development and mentoring policies.

Whitton Elementary School	Stony Brook Elementary School	Central Middle School
Allison Brembt	Jennifer Anderson	Matthew Barbosa
Chris Derflinger	Kathryn Bontomase	Kristen Cardona
Joann Everson	Toni Burke	Wendy Michels
Victoria Gerry	Michael Clark	Danielle Puglisi
Emily Lloyd	Jennifer Felix	Beth Stanton
Amanda Roper	Stephanie Formus	Suzanne Updegrove
Danielle Shober	Janet Hoffman	
	Kristen Kries	
	Erica Landesberg	
	Paul Mehnert	
	Tina Neely	
	Carrie Santoro	
	Matthew Zimmerman	

B. Approval of Revision of Summer Hours						
Name	Account	Position	Location	From	Rate*	Dates
Rose Pellegrino	11-000-240-105-01-336-020	Summer Office Aide Hours	BCMS	\$27.82 per hour (not to exceed 40 hours)	\$30.74 per hour (not to exceed 40 hours)	7/1/22-8/31/22

C. Approval of Leave				
Employee #	Account Number	Type of Leave	Dates	Discussion
5426	11-000-270-160-01-462	Paid Sick Leave	10/3/22-11/23/22	Estimated date of return is 11/28/22

D. Approval of Resignations				
Name	Account Number	Position	Location	Effective Date
Kristen Allen	11-213-100-101-01-057-020	Special Education Teacher	BCMS	9/23/22 or sooner
Paul Cutaneo	11-213-100-101-01-057-020	Special Education Teacher	BCMS	9/23/22 or sooner
Kelly Evans	11-401-100-101-01-078-020	Cross Country Coach Cheerleading Girls Lacrosse	BCMS	8/11/22
Angela Williams	20-487-100-100-00-000	Instructional Kindergarten Aide	WES	8/25/22

E. Approval of Transfers				
Name	From	To	Dates	Discussion
Sarah Cacchio	Lunchroom Aide 61-910-310-110-01-001 \$6,930	Instructional Kindergarten Aide – WES 11-110-100-106-01-001-090 Step 1, \$13,939.06	9/1/22-6/30/23	Replacing Angela Williams
Debra Gesualdo	Speech-Language Pathologist - WES 11-000-216-101-01-063-090	Speech-Language Pathologist-BCMS 11-000-216-101-01-063-020	9/1/22-6/30/23	Due to an internal leave of absence
Stephen Simborski	Instructional Aide – SBS 11-213-100-106-01-057-060	Instructional Aide – BCMS 11-000-217-106-01-000-020	9/1/22-6/30/23	Need at BCMS

F. Approval of Personnel								
Name	Account Number	Position	Location	Step	Level	Salary/Rate*	Dates	Discussion
Jennifer Baccarini (subject to delivery of documents)	11-000-218-104-01-141-060	Maternity Leave Guidance Counselor	SBS	1	BA	\$59,449	9/1/22-12/23/22	Maternity leave replacement for Employee #5707
Wallace Crowley (subject to delivery of documents)	11-000-270-160-01-462	Bus Driver	Transportation	2	NA	\$31.09 per hour (Full-Time)	9/1/22-6/30/23	Replacing Olga Sanchez- Gruszka
Carmen Malanga (subject to delivery of documents)	61-910-310-110-01-001	Lunchroom Aide	WES	NA	NA	\$6,930	9/1/22-6/30/23	Replacing Sarah Cacchio
Kathleen Monteforte (subject to delivery of documents)	11-130-100-101-01-021-020	Language Arts Teacher	BCMS	8	150	\$66,565	9/1/22-6/30/23	Replacing Lisa Leibowitz
Giulia Piccolo-Stewart (subject to delivery of documents)	11-000-218-104-01-141-090	Maternity Leave Guidance Counselor	WES	1	150	\$61,599	9/1/22-6/30/23	Maternity leave replacement for Employee #5744
Ivana Wang (subject to delivery of documents)	11-000-216-101-01-063-090	Maternity Leave Speech Language Pathologist	WES	1	182	\$63,749	9/1/22-6/30/23	Maternity Leave Replacement for Employee #5747
Traci Weston-Mum (subject to delivery of documents)	11-214-100-101-01-058	Pre-School Disabled Teacher	WES	12	150	\$69,645	10/10/22 (or sooner) -6/30/23	Replacing Arianna Bellafiore

*Salary is subject to change pending the 2022-2025 B.T.E.A. Agreement

G. Approval of Non-Athletic Stipends			
Name	Account	Position	Stipend*
Cassandra DeVita	11-401-100-101-01-078-020	Assistant Drama Coach	\$2,204
Cassandra DeVita	11-401-100-101-01-078-020	Vocal Concert Prep	\$1,655
Cassandra DeVita	11-401-100-101-01-078-020	Boys & Girls Ensemble	\$2,758
Breanne Szatkowski	11-401-100-101-01-078-020	6 th Grade Team Leader	\$2,259

*Rate is subject to change pending the 2022-2025 B.T.E.A. Agreement

H. Approval of Athletic Stipends			
Name	Account	Position	Stipend*
Brian Bodnar	11-402-100-101-01-093-020	Boys Soccer Coach Team B	\$2,703
Kelly Evans	11-402-100-101-01-093-020	Athletic Director	\$8,274 (prorated)

*Rate is subject to change pending the 2022-2025 B.T.E.A. Agreement

I. Approval of Extra Duty Pay				
Name	Account Number	Position	Rate*	Discussion
Kelly Boyle Dawn Eelman John Gottshalk Lauren Knoke Erica Landesberg Janice Monetti Danielle Puzzo Maggie Ryan Regina Santangelo Carrie Santoro Erica Viel Deborah Volpe	11-000-223-104-02-210-999	Teacher	\$41 per hour (not to exceed 2 hours each)	New Hire Orientation
Kristen Cardona Danielle Puglisi	11-000-223-104-02-210-999	Teacher	\$41 per hour (not to exceed 4 hours each)	New Hire Orientation
Amy McLaughlin	11-000-223-104-02-210-999	Teacher	\$41 per hour (not to exceed 1 hour)	New Hire Orientation

*Rate is subject to change pending the 2022-2025 B.T.E.A. Agreement

8/11/2022

J. Approval of Mentoring				
Mentee	Mentor	Fee	Dates	Discussion
Allison Brembt	Amanda Roper	\$550 (prorated)	9/1/22-6/30/23	Fee to be paid by mentee via payroll deduction
Jaime Cifuentes	Catherine Rello	\$550	9/1/22-6/30/23	
Amanda Disbrow	Abbie Sutherland	\$550 (prorated)	9/1/22-6/30/23	
Melissa Govender	Chelsea Smith	\$550	9/1/22-6/30/23	
Lauren Hasse	Carrie Santoro	\$550	9/1/22-6/30/23	
Carly Moor	Zach Miracle	\$550	9/1/22-6/30/23	
Monique Owczarek	Kathleen Gaston	\$550 (prorated)	9/1/22-6/30/23	

K. Approval of Revision of ESY Hours						
Name	Account Number	Position	Location	From	To	Dates
Nina Manager	20-484-100-320-02-000	Teacher	WES	96 hours	126 hours	6/27/22-8/31/22
Denise Shaughnessy	11-213-100-106-03-078-600	IEP Meetings	WES	\$41 per hour Amount not to exceed \$2,000 total for all staff completing IEP meetings for ESY	\$45 per hour Amount not to exceed \$2,000 total for all staff completing IEP meetings for ESY	6/27/22-8/31/22

*Rate is subject to change pending the 2022-2025 B.T.E.A. Agreement

L. Approval of Substitutes			
Name	Position	Rate	Dates
Olivia Campanelli (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$110/\$100 per day	9/1/22-6/30/23
Caryn Feder (subject to delivery of documents)			
Danielle Kida (subject to delivery of documents)			
Marlena Majors (subject to delivery of documents)			
Deborah Nicholas (subject to delivery of documents)			
Alana Reick (subject to delivery of documents)			
Alana Reick (subject to delivery of documents)			

M. Approval of Revision of Personnel					
Name	Account	Location	From	To	Discussion
Theodore Sattur	11-213-100-101-01-057-020	BCMS	1/182 \$61,599	1/212 \$65,899	Presentation of additional transcripts

XII. BUSINESS

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

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

Mr. Carpentier said the Business Committee met on August 9, 2022, and discussed the following:

- They were briefed on Dr. Chase's meeting with Midland School;
- Discussed the projected health benefits change by the State of New Jersey that could possibly increase the cost of health benefits in 2023;
- Buildings and Grounds updates;
- Possible referendum projects;
- Security update, and
- Update on the Branchburg Central Middle School roofing project.

A. Bill List

It is recommended that the Board approve the List of Bills for the period July 1, 2022 through July 25, 2022, totaling \$1,198,084.17, and for the period July 26, 2022 through August 11, 2022, totaling \$506,485.26, and ratify the Payroll for the period July 1, 2022 through July 15, 2022, totaling \$173,952.91, and for the period of July 16, 2022 through July 31, 2022, totaling \$232,324.11.

B. Approval to Pay Bills

In accordance with N.J.S.A. 18A:19-4.1, the Board of Education approves Beverly Vlietstra, Interim School Business Administrator, to issue payment of bills for August 11, 2022 through September 8, 2022 prior to the next regularly scheduled meeting of September 8, 2022, and with the approval and consent of the Superintendent of Schools, and then present said bills to the Board at the September 8, 2022 meeting for ratification.

C. Approval of the 2022-2023 Memorandum of Understanding with The Jointure

It is recommended that the Board approve the Memorandum of Understanding with The Jointure to provide before and after care services at Branchburg Central Middle School, Whiton Elementary School and Stony Brook School effective September 1, 2022 through June 30, 2023.

D. 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 2022-2023 school year at a cost of \$5,250 for licensing and maintenance, to be paid for through Account #11-000-230-890-01-294, and sufficient funds are available in the 2022-2023 budget.

XIII. PUBLIC COMMENT

There was no public comment.

XIV. BOARD LIAISON REPORTS

Mrs. Fabriczi said, the next Somerville Board of Education meeting is scheduled for August 6, 2022.

Mr. Maider said, the PTO wanted to advise the Community that during the week of August 24, 2022, there will be an email sent out about PTO membership if anyone is interested in signing up.

Mrs. Joyce said, there will be a question on the ballot this year about funding the purchase of land in the Township of Branchburg.

Mrs. Fabriczi said, the first district Special Education Parents Advisory Group (SEPAG) will be held on August 24, 2022 at 12:00 p.m. to discuss goals for the year, dates for future subgroup meetings and the Townhall series.

Mrs. Fabriczi said, there will be a parent session with Dr. Lee Ann Jung, from Lead Inclusion, on September 2, 2022 from 11:00 a.m. to 12:00 p.m. The session will be held at Branchburg Central Middle School if any parent is interested in attending.

XV. EXECUTIVE SESSION

There was no second Executive Session.

XVI. ADJOURNMENT

On a motion by Mr. Carpentier, seconded by Mrs. Fabriczi, and carried unanimously, the Board agreed to adjourn at 8:37 p.m.

Respectfully Submitted,



Debe Besold
Interim Board Secretary