

Branchburg Township School District

REGULAR MEETING MINUTES

October 6, 2022

Executive Session – 6:30 p.m.

Public Meeting – 7:30 p.m.

I. CALL TO ORDER

On a motion by Mr. Carpentier, seconded by Mrs. Noto, and carried unanimously, the Board agreed to convene to public session at 7:12 p.m.

The meeting was called to order at 7:12 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, Carmela Noto, Olga Phelps, and Jonathan Sarles (arrived 7:14 pm.).

The following members were absent: Robert Mairder, Jompo Moloye-Olabisi and Keerti Purohit.

Also present were: Superintendent of Schools Dr. Karen Chase and Interim Board Secretary Debe Besold.

II. The Secretary called the roll.

III. CALL TO EXECUTIVE SESSION

On a motion by Mr. Carpentier, seconded by Mrs. Noto, and carried unanimously, the Board agreed to convene to Executive Session at 7:13 p.m. to discuss Personnel, Student Matters, Contracts and Legal Issues.

On a motion by Mr. Carpentier, seconded by Mrs. Noto, and carried unanimously, the Board agreed to adjourn Executive Session at 7:30 p.m.

On a motion by Mr. Carpentier, seconded by Mrs. Noto, and carried unanimously, the Board agreed to reconvene to public session at 7:35 p.m.

IV. The assembly saluted the flag.

V. Statement of Adequate Notice

VI. SUPERINTENDENT'S REPORT

Dr. Chase recognized the following Student Artists for the 2022-2023 School Year:

- Grace Bianchini (Teacher: Meghan Russo)
- Charlotte Brogan (Teacher: Samantha Rueger)
- Stella Colis (Teacher: Meghan Russo)
- Akshara Dodda (Teacher: Meghan Russo)
- Thomas Flood (Teacher: Meghan Russo)

Evelyn Gallagher (Teacher: Chris Boehm)
 Eleni Kizoulis (Teacher: Samantha Rueger)
 Charlotte LaRoche (Teacher: Meghan Russo)
 Ally Manger (Teacher: Samantha Rueger)
 Emma Muniz (Teacher: Samantha Rueger)
 Addison Sheeley (Teacher: Meghan Russo)
 Ryan Urban (Teacher: Chris Boehm)
 Jane Williams (Teacher: Chris Boehm)

VII. PUBLIC COMMENT

There was no public comment.

VIII. GOVERNANCE

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

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

There was no Governance Committee meeting report.

A. Approval of Minutes

It is recommended that the Board approve the Minutes of the Executive Session and Regular Meeting of September 22, 2022.

B. Approval of 2021-2022 Anti-Bullying Self Assessment Grades

It is recommended that the Board approve the District’s Anti-Bullying Self-Assessment Grades as follows:

School	Grade (Points)	Possible Points
Whiton Elementary School	75	78
Stony Brook School	73	78
Branchburg Central Middle School	75	78

IX. POLICY

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

Mrs. Noto said the Policy Committee met, and discussed the items listed on the agenda.

A. Policy and Regulations First Reading		
Policy/Regulation	Title	Discussion
P 1511	Board of Education Website Accessibility (M)	Revision
P 5517	School District Issued Student Identification Card (M)	Revision
P 5722	Student Journalism	New

X. EDUCATION

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

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

Mrs. Phelps said the Education Committee met, and discussed the revisions to the Curriculum which is listed on the agenda for approval as Item X.G.

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
Tackling the Motivation Crisis: Practical Strategies for Teachers Virtual	Sean Latino 11-000-219-580-03-001-999	12/19/22	\$102.16	N/A	N/A	N/A	\$102.16
Tackling the Motivation Crisis: Practical Strategies for Teachers Virtual	Anthony Maiorano 11-000-219-580-03-001-999	12/19/22	\$102.16	N/A	N/A	N/A	\$102.16
Gradual Release of Responsibility Virtual	Heather Lilly 11-000-219-580-03-001-999	11/3/22 11/16/22	\$222.96	N/A	N/A	N/A	\$222.96
Gradual Release of Responsibility Virtual	Tina Neely 11-000-219-580-03-144-999	11/3/22 11/16/22	\$182.96	N/A	N/A	N/A	\$182.96

Conferences/Workshops (continued)	Employee/ Account Number	Date(s)	Registration Fee	Hotel	Meals / Exp.	Tolls/Parking/ Mileage	Total
NJ International Dyslexia Assoc. Annual Fall Conference Virtual	Ludmilla Battista 20-270-200-500-02-649	10/14/22- 10/15/22	\$175.00	N/A	N/A	N/A	\$175.00
Child Study Team Training Services #1 - #3 New Providence, NJ	Tara Bisson 11-000-219-580-03-001-999	10/27/22 11/1/22 11/14/22	\$300.00	N/A	N/A	N/A	\$300.00
Book Clubs in Middle School & High School: Honing Kids Skills New York, NY	Kristen Cardona 20-270-200-500-02-649	12/12/22- 12/14/22	\$700.00	N/A	N/A	\$250.00	\$950.00
The Writing Lessons I Learned from Hamilton Piscataway, NJ	Kristen Cardona N/A	4/20/23	N/A	N/A	N/A	N/A	N/A
Child Study Team Training Series Difficulties and Disputes New Providence, NJ	Bethann Harrington 11-000-219-580-03-001-999	11/14/22	\$115.00	N/A	N/A	N/A	\$115.00
NJASL Fall Conference Atlantic City, NJ	Katherine Mileto 20-270-200-500-02-649	12/4/22- 12/6/22	\$357.00	\$277.54	N/A	\$116.28	\$750.82
Special Education Toolkit Monroe Township, NJ	Tina Neely 11-000-219-580-03-144-999	11/18/22	N/A	N/A	N/A	\$8.84	\$8.84
2022 Shape NJ Lake Conference Johnsonburg, NJ	Nicole Orzel 20-270-200-500-02-649	10/18/22	\$85.00	N/A	N/A	N/A	\$85.00
Early Structuring Number Instruction Virtual	Catherine Rello 20-270-200-500-02-649	10/12/22	\$40.00	N/A	N/A	N/A	\$40.00
AMT J Teaching Matters Conference Plainsboro Township, NJ	Alex Tylin 20-270-200-500-02-649	10/20/22	\$209.00	N/A	N/A	N/A	\$209.00
Controversial Issues in Pediatric Audiology Virtual	Randi Lee Venturini 11-000-219-580-03-001-999	3/23/23- 3/24/23	\$180.00	N/A	N/A	N/A	\$180.00

B. Approval of Field Trips

Trip	Coordinator	Grade	Purpose
The Franklin Institute Philadelphia, PA	Carrie Santoro	5th	Trip is aligned to support the science curriculum of matter and its interactions.
Adventure Aquarium Camden, NJ	Meghan VanHorn	3rd	Trip was selected to complement the 3rd grade informational and research units in both reading and writing.

C. Approval of Tuition Payments to the Somerset County Vocational School for Full Time Students

Location	Account Number	Number of Students	SY Tuition	Dates	Total
Somerset County Vocational & Technical School Academy of Health and Medical Sciences Bridgewater, NJ	11-000-100-563-03-000-000	12	\$1,425 (per student)	9/1/22- 6/30/23	\$17,100
Somerset County Vocational & Technical School Alternative School (TOPS) Program Bridgewater, NJ	11-000-100-564-03-000-000	1	\$27,000 (per student)	9/1/22- 6/30/23	\$27,000

C. Approval of Tuition Payments to the Somerset County Vocational School for Full Time Students (continued)					
Location	Account Number	Number of Students	SY Tuition	Dates	Total
Somerset County Vocational & Technical School Bridgewater, NJ	11-000-100-564-03-000-000	1	\$1,425 (per student)	9/1/22- 6/30/23	\$1,425
Somerset County Vocational & Technical School Bridgewater, NJ	11-000-100-563-03-000-000	7	\$1,425 (per student)	9/1/22- 6/30/23	\$9,975

D. Approval of Tuition Payments to the Somerset County Vocational School for Shared Time Students					
Location	Account Number	Number of Students	SY Tuition	Dates	Total
Somerset County Vocational & Technical School Bridgewater, NJ	11-000-100-563-03-000-000	42	\$712.50 (per student)	9/1/22- 6/30/23	\$29,925.00
Somerset County Vocational & Technical School Bridgewater, NJ	11-000-100-564-03-000-000	8	\$712.50 (per student)	9/1/22- 6/30/23	\$5,700.00

E. Approval of 2022-2023 Out of District Programs					
Program/Location	Account	Student ID #	SY Dates	SY Tuition	Discussion
Phillipsburg High School Phillipsburg, NJ	11-000-100-561-01-102-000	3802394462	9/12/22- 1/25/23	\$15,618 (prorated)	McKinney-Vento
Phillipsburg Elementary School Phillipsburg, NJ	11-000-100-561-01-102-000	7836606156	9/12/22- 1/25/23	\$14,731 (prorated)	McKinney-Vento

F. Approval of Service Projects					
School	Group	Event Coordinator	Dates	Purpose	
WES	3rd Grade	Jennifer Racine	2/6/23-2/10/23	Collecting cans of soup for the Somerset County Food Bank to provide hunger relief within our community.	
SBS	School-Wide	Abbie Sutherlin	10/7/22-10/14/22	Collecting cereal boxes so Stony Brook can Knock Down Hunger. All cereal collected will be donated to a local community food bank.	

G. Approval of Revisions to Curriculum

It is recommended that the Board approve the following revised curriculum documents:

- Grades 1-2 Mathematics
- Grades 6-8 Mathematics (including Foundations of Pre-Algebra 6, Pre-Algebra 6, Pre-Algebra 7, Algebra 7, Algebra Connections, Algebra 8 and Geometry)
- Grades K-8 English Language Arts
- Grades K-3 Foundations
- Grade 4 Word Study
- Grades K-8 Science
- Grades K-8 Social Studies
- Grades K-8 Physical Education
- Grades K-8 Health
- Grades K-5 Media Center
- Grades K-8 Technology
- Grade 7 Focus on the Future
- Grade 8 Financial Literacy

H. Approval of Doctoral Research Study

It is recommended that the Board approve Beth Stanton, Doctoral candidate at Rider University, to conduct a study on parent, teacher, and student perceptions of a transition program designed to support students during their first year of middle school. Research on academic mindset suggests that instruction in this area combined with learning strategies can be a positive addition to a sixth grade transition program. Results of this study will be used in making recommendation for further support of a sixth grade transition program.

I. Approval of Student Teacher					
Name	College/University	Certification	Location	Dates	Cooperating Teacher
Albina Alijaj	Centenary University	Preschool through Grade 3 Teacher of Students with Disabilities	WES	1/3/23-4/28/23	Jodi Harwood

XI. HUMAN RESOURCES

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

Mrs. Joyce spoke about the recruitment and retention of substitutes.

Dr. Chase said she appreciated the efforts by Enea Yard, Human Resources and Employee Relations Manager, for securing more substitutes through the hiring event she held at the Board Office, as well as the Branchburg Country Fair.

A. Approval of Personnel							
Name	Account Number	Position	Step	Level	Salary*	Dates	Discussion
Frank Richardson	11-230-100-101-01-072-020	Leave Replacement Instructional Support Teacher (no tenure accrual)	I	BA	\$59,449 (prorated)	9/28/22-12/22/22	Leave Replacement for Employee #4606

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

B. Approval of Revision of ESY Staff for Child Study Team Meetings and Evaluations						
Name	Account Number	Position	Location	From Rate	To Rate*	Dates
Anthony Maiorano	20-491-200-100-00-00	Social Worker	WES	\$39.63 per hour (not to exceed 156 hours)	\$44.48 per hour (not to exceed 156 hours)	6/27/22-8/31/22

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

C. Approval of Resignation				
Name	Account Number	Position	Location	Effective Date
Christina Chandler	11-000-217-106-01-000-090	Instructional Aide	WES	10/6/22

D. Approval of RBT Stipend				
Name	Account	Positon	Stipend *	Discussion
Kim Gislao	11-000-217-106-01-000-090	Instructional Aide	\$1,000	Registered Behavior Technician Training \

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

E. Approval of Extra Duty Pay						
Name	Account Number	Position	Location	Rate*	Dates	Discussion
Margaret Ryan	11-000-218-104-01-141-020	Guidance Counselor	BCMS	\$41 per hour (not to exceed 4 hours)	10/7/22-6/30/23	Preparation and presentation time for suicide prevention training

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

F. Approval of Revision of Personnel					
Name	Account Number	From	To	Dates	Discussion
Elaine Ahedo	11-000-240-105-01-336-090	\$23,908.57	\$24,040.66	9/1/22-6/30/23	Salary adjustment to reflect 182 working days rather than 181
Kristen Burgess	11-000-213-104-01-123-090 20-487-100-100-00-000	\$46,458.68	\$46,715.36	9/1/22-6/30/23	Salary adjustment to reflect 182 working days rather than 181
Gail Gallico	61-910-310-110-01-001	\$6,930.00	\$6,968.50	9/1/22-6/30/23	Salary adjustment to reflect 181 working days rather than 180
Yan Sheng Lu	61-910-310-110-01-001	\$5,468.40	\$5,498.78	9/1/22-6/30/23	Salary adjustment to reflect 181 working days rather than 180
Carmen Malanga	61-910-310-110-01-001	\$6,930.00	\$6,968.50	9/1/22-6/30/23	Salary adjustment to reflect 181 working days rather than 180
Rose Pellegrino	11-000-240-105-01-336-090	\$36,163.81	\$36,363.66	9/1/22-6/30/23	Salary adjustment to reflect 182 working days rather than 181
Roseann Podlaski	61-910-310-110-01-001	\$5,468.40	\$5,498.78	9/1/22-6/30/23	Salary adjustment to reflect 181 working days rather than 180
Lynnae Trematerra	61-910-310-110-01-001	\$6,930.00	\$6,968.50	9/1/22-6/30/23	Salary adjustment to reflect 181 working days rather than 180

G. Approval of Substitutes			
Name	Position	Rate	Dates
Albina Alijias (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$110/100 per day	9/1/22-6/30/23
Deborah Cummins (subject to delivery of documents)			
Catina Davis (subject to delivery of documents)			
Meghan Douglas (subject to delivery of documents)			
Jason Gardner (subject to delivery of documents)			

Sydell Fischer (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$110/100 per day	9/1/22-6/30/23
Shubhi Jain (subject to delivery of documents)			
Lisbeth Karzoun (subject to delivery of documents)			
Fatima Khan (subject to delivery of documents)			
Jacqueline Mascenik (subject to delivery of documents)			

XII. BUSINESS

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

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

There was no Business Committee meeting report.

A. Bill List

It is recommended that the Board approve the List of Bills for the period September 23, 2022 through October 6, 2022, totaling \$1,877,481.92, and ratify the Payroll for the period September 16, 2022 through September 30, 2022, totaling \$960,296.73.

B. Approval of Purchase and Installation of Chain Link Fence

It is recommended that the Board approve the purchase of a chain link fence through the Educational Services Commission of New Jersey, 20/21-37 Fencing Purchase, Installation and Repair, with Fox Fence Enterprises, Inc. for the purchase and installation of fencing at Stony Brook School in the amount of \$15,124, to be paid by purchase order through Account #12-000-261-730-05-609, and sufficient funds are available in the 2022-2023 budget.

C. Approval of Shared Services Agreement

BE IT RESOLVED, that, pursuant to the Uniform Shared Services and Consolidation Act, the Board of Education hereby approves and authorizes the execution of a Shared Services Agreement with the Montgomery Board of Education authorizing Branchburg to provide the services of a Teacher of the Deaf for their respective school districts for the period September 1, 2022 to June 30, 2023 at a cost of \$18,383.27 with terms and conditions set forth therein.

XIII. PUBLIC COMMENT

There was no public comment.

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. Carpentier, seconded by Mrs. Noto, and carried unanimously, the Board agreed to adjourn at 7:55 p.m.

Respectfully Submitted,



Debe Besold
Interim Board Secretary