

**Branchburg Township School District  
REGULAR ACTION MEETING**

**September 21, 2023**

**Board of Education Conference Room**

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

**Public Meeting – 7:30 p.m.**

---

**MISSION STATEMENT**

*The mission of the Branchburg Township School District and Community  
is to inspire our children to learn, think, grow, and excel in life.*

**VISION STATEMENT**

*“Excellence in Education”*

---

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. EXECUTIVE SESSION**

**WHEREAS** the “Open Public Meetings Act.” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting during which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions, and

**WHEREAS** the matters about to be presented for discussion clearly meet the “circumstances” test of such Act:

**BE IT RESOLVED** that the Board of Education of Branchburg now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Legal Issues.

And, be it further,

**RESOLVED** that the discussion in Executive Session be disclosed when the Board’s consideration of the subject matter has been closed, or when such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

**IV. PLEDGE OF ALLEGIANCE**

**V. STATEMENT OF ADEQUATE NOTICE AND WELCOME**

Welcome to a meeting of the Board of Education of Branchburg. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act: (Chapter 231 Laws of 1975), and that advance notice required therein has been provided. This is a meeting of the Board of Education of Branchburg at which formal action may be taken. The public will have an opportunity to be heard as shown on the Agenda.

**VI. SUPERINTENDENT’S REPORT**

- Well-Being Update

**VII. PUBLIC COMMENT – Agenda Items Only**

The Board of Education recognizes the value of public comment on educational issues and school matters of community interest. In support of this position, the law establishes a period of public comment at every board meeting. Individuals wishing to speak must state their name and place of residence. Comments are limited to three minutes per person for a total of 30 minutes. An individual may speak a second time after all others who wish to speak on the topic have been heard.

Please understand that our public forums are not structured as question and answer sessions, but offered as opportunities to share your thoughts with the Board. All statements shall be directed to the presiding officer and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner with due respect for the dignity and privacy rights of others whose legal rights may be affected.

Please note: While it is not the Board’s intention to stifle comment on matters of legitimate concern to the school community, the public should be aware that if their statements violate the rights of others under the law governing defamation or invasion of privacy, they may face personal liability to the injured party. If speakers are uncertain of the legal ramifications of their comments, the Board urges them to seek guidance beforehand from their own legal advisor.

**VIII. GOVERNANCE**

- **Report – Vince Carpentier**

**(ACTION) It is recommended that Items VIII.A. through VIII.C. be moved upon the recommendation of the Superintendent.**

**A. Approval of Minutes**

It is recommended that the Board approve the Minutes of the Regular Meeting of September 7, 2023.

**B. Approval of 2023-2024 Personnel Appointment**

It is recommended that the following appointment be approved:

Position	2023-2024
Title IX Coordinator	Beth Stanton

**C. Approval of QSAC Self Assessment 2022-2023**

It is recommended that the Board approve the submission of the QSAC Self Assessment for the 2022-2023 school year.

**(ROLL CALL – ITEMS VIII.A. through VIII.C.)**

**IX. POLICY AND REGULATIONS**

- **Report – David Dugan**

**(ACTION) It is recommended that Item IX.A. be moved upon the recommendation of the Superintendent.**

**A. Approval of Policy and Regulations First and Second Reading**

It is recommended that the Board suspend Bylaw 0131 and adopt these Policies and Regulations with one reading based on recently approved sick leave legislation that is effective immediately and recent New Jersey Department of Education guidance provided to school districts that is effective September 1, 2023.

Policy/Regulation	Title	Discussion
P 1642.01	Sick Leave (M)	New
R 1642.01	Sick Leave (M)	New
P 2419	School Threat Assessment Teams (M)	Revised
R 2419	School Threat Assessment Teams (M)	New

**(ROLL CALL – ITEM IX.A.)**

**X. EDUCATION**

- **Report – Bob Maider**

**(ACTION) It is recommended that Items X.A. through X.E. be moved upon the recommendation of the Superintendent.**

**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
Somerset County VoTech Open House Bridgewater, NJ	Bradley Harris N/A	10/5/23	N/A	N/A	N/A	N/A	N/A
Somerset County VoTech Open House Bridgewater, NJ	Jennilyn Nelson N/A	10/5/23	N/A	N/A	N/A	N/A	N/A
NJALC Fall Symposium 2023 Bridgewater, N	Jacqueline Klenke 20-270-200-500-02-649	10/20/23	\$205.00	N/A	N/A	N/A	\$205.00
NJALC Fall Symposium 2023 Bridgewater, N	Heather Lilly 20-270-200-500-02-649	10/20/23	\$205.00	N/A	N/A	N/A	\$205.00
NJALC Fall Symposium 2023 Bridgewater, N	Ann Marie Pollinger 20-270-200-500-02-649	10/20/23	\$165.00	N/A	N/A	N/A	\$165.00
AI and ChatGPT for all Educators New Providence, NJ	Jennifer Anderson 20-270-200-500-02-649	10/20/23	\$115.00	N/A	N/A	3.76	\$118.76
AI and ChatGPT for all Educators New Providence, NJ	Karen Chase 20-270-200-500-02-649	10/20/23	\$115.00	N/A	N/A	N/A	\$115.00
IDA Annual Conference Virtual	Ludmila Battista 20-488-200-500-02-00	10/23/23	\$425.00	N/A	N/A	N/A	\$425.00
IDA Annual Conference Virtual	Alane Cook 20-488-200-500-02-00	10/23/23	\$425.00	N/A	N/A	N/A	\$425.00
IDA Annual Conference Virtual	Joann Everson 20-488-200-500-02-00	10/23/23	\$559.00	N/A	N/A	N/A	\$559.00
IDA Annual Conference Virtual	Colleen Nejme 20-488-200-500-02-00	10/23/23	\$425.00	N/A	N/A	N/A	\$425.00
Incr. Students Mastery of Math Virtual	Coleen Barnett 20-488-200-500-02-00	10/30/23	\$279.00	N/A	N/A	N/A	\$279.00
NJ Council for the Social Studies Piscataway, NJ	Richard Desantis 20-488-200-500-02-00	10/23/23	\$90.00	N/A	N/A	N/A	\$90.00
NJASBO Workshop Introduction to Payroll Virtual	Sally Dolan 11-000-251-580-01-585	9/22/23 - 6/30/24	\$225.00	N/A	N/A	N/A	\$225.00

NJASBO Workshop School Security Whippany, NJ	Sally Dolan 11-000-251-580-01-585	9/21/23	\$125.00	N/A	N/A	N/A	\$125.00
NJASBO Workshop Policy Review and Updates Whippany, NJ	Sally Dolan 11-000-251-580-01-585	10/17/23	\$125.00	N/A	N/A	N/A	\$125.00
First Aid/CPR/AED Instructor Training Princeton, NJ	Kelly Evans 20-270-200-500-02-649	10/5/23	\$350.00	N/A	N/A	\$23.50	\$373.50
Equity in Action: Developing Mathematical Thinking Lincroft, NJ	Michele Jordan 20-488-200-500-02-00	10/20/23	\$215.00	N/A	N/A	\$28.50	\$243.50
Using Decodable Texts Virtual	Allison LeMieux 20-488-200-500-02-00	10/17/23	\$150.00	N/A	N/A	N/A	\$150.00
Harness the Power of Read Aloud Virtual	Allison LeMieux 20-488-200-500-02-00	12/12/23	\$150.00	N/A	N/A	N/A	\$150.00
Elementary Conflict Resolution New Brunswick, NJ	Giulia LoPiccolo-Stewart 20-488-200-500-02-00	10/30/23	N/A	N/A	N/A	N/A	N/A
NJ School Counselor Conference Edison, NJ	Jennilyn Nelson 20-270-200-500-02-649	10/13/23	\$149.00	N/A	N/A	\$12.22	\$161.22
Yes, You Can Turn Your Students Around as Writers Virtual	Kristen Perrine 20-488-200-500-02-00	10/6/23	\$150.00	N/A	N/A	N/A	\$150.00
Math Intervention K-12 Piscataway, NJ	Danielle Puzzo 20-488-200-500-02-00	11/30/23	\$95.00	N/A	N/A	N/A	\$95.00
Cultivating Math Minds Piscataway, NJ	Danielle Puzzo 20-488-200-500-02-00	11/1/23 11/15/23	\$190.00	N/A	N/A	N/A	\$190.00
Make Reader's Notebooks a Transformational Tool Virtual	Isabella Russo 20-488-200-500-02-00	10/3/23	\$150.00	N/A	N/A	N/A	\$150.00
School Safety Seminar Branchburg, NJ	Beth Stanton N/A	10/13/23	N/A	N/A	N/A	N/A	N/A

<b>B Approval of Service Agreements</b>				
<b>Vendor</b>	<b>Account Number</b>	<b>Rate</b>	<b>Dates</b>	<b>Discussion</b>
Sherry Blair Institute Montclair, NJ	20-488-200-500-02-00	\$200	10/10/23	Student Well-Being
Preferred Special Services, LLC Flemington, NJ	11-000-216-320-03-456-800	\$46 per .5 hours \$250 per evaluation (not to exceed \$45,000)	8/15/23- 6/30/24	Physical Therapy Services

**C. Approval of 2023-2024 School Field Trips**

- [Attachment 1](#)

D. Approval of Service Projects				
School	Group	Event Coordinator	Dates	Purpose
WES	3rd Grade	Lauren Bockus	2/5/24-2/9/24	For the SOUPer Bowl service project, students will collect cans of soup for the Somerset County Food Bank to provide hunger relief within our community
WES	1st Grade	Callie Jankowski	10/2/23-10/31/23	For the SOCKTOBER service project, students will be collecting socks for the homeless to be distributed by SHIP in Somerville. Socktober is a program that was started by Kid President to provide the homeless with socks during the cold months.

**E. Approval of Revisions to Curriculum**

In accordance with Policy 2220, it is recommended that the Board approve the curriculum for Branchburg Central Middle School (Grades 6-8), Stony Brook School (Grades 4-5), Whiton Elementary School (Grades pre-K-3), in the following nine core curriculum content areas, as defined by the State of New Jersey Department of Education: Visual and Performing Arts, Comprehensive Health and Physical Education, English Language Arts, Mathematics, Science, Social Studies, World Language, Computer Science and Design Thinking, and Career Readiness.

**(ROLL CALL - ITEMS X.A. through X.E.)**

**XI. HUMAN RESOURCES**

- **Report – Charlie Tuma**

**(ACTION) It is recommended that Items XI.A. through XI.I. be moved upon the recommendation of the Superintendent.**

A. Approval of 2023-2024 Substitutes			
Name	Position	Rate	Dates
Suzanne Amin	Substitute Nurse	\$225 per day	9/22/23-6/30/24
Michael Blaustein	Substitute Bus Driver	\$25 per hour	9/1/23-6/30/24
Stephen Coy	Substitute Bus Driver	\$25 per hour	9/1/23-6/30/24
Howard Lax (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/22/23-6/30/24
Kriste Naples Deangelo (subject to delivery of documents)	Substitute Teacher/Substitute Instructional Aide	\$125/\$115 per day	9/22/23-6/30/24
Danielle Stahl	Substitute Bus Driver	\$25 per hour	9/20/23-6/30/24

B. Approval of Revision of Summer Curriculum Hours					
Name	Account Number	Position	From	To	Dates
Andrea Curcic John Gottshalk	11-000-221-104-0 2-213	Summer GATE Curriculum Writing	\$41 per hour (not to exceed \$738 total) Up to 18 hours total	\$41 per hour (not to exceed \$738 total) Up to 18 hours each	6/20/23-8/31/23

C. Approval of Revision of ESY IEP Meetings					
Name	Account Number	Position	From	To	Dates
Coleen Barnett Kristen Cardona Dawn Eelman Lauren Hall Jodi Harwood Michele Jordan Joseph Larramendia Nina Manger Traci Murn Colleen Nejme Jennifer Racine Megan Vanhorn Erica Viel-Desimone	11-213-100-101-03-078-600	IEP Meetings	Amount not to exceed \$2,000	Amount not to exceed \$2,300	7/5/23-8/31/23

D. Approval of Revision of Personnel								
Name	Account Number	Position	Location	Step/Level	Salary/Rate	From	To	Discussion
Cindy Duran	11-000-217-106-01-000-090	Instructional Aide	WES	6/NA	\$22,145.76 (prorated)	9/11/23- 6/30/24	9/14/23- 6/30/24	Replacing Joyce Flood

E. Approval of Revision of Maternity Leave		
Employee #	From	To:
5676	Paid Maternity/Disability Leave of Absence: 6/5/23-7/19/23 Accumulated Vacation/Vacation: 7/20/23-8/23/23 Personal Days: 8/24/23, 8/28/23 NJ Family Leave Act/FMLA: 8/29/23-10/6/23 Intermittent FMLA: 10/9/23-6/3/24	Paid Maternity/Disability Leave of Absence: 6/5/23-7/19/23 Accumulated Vacation/Vacation: 7/20/23-8/23/23 Personal Days: 8/24/23, 8/28/23 NJ Family Leave Act/FMLA: 8/29/23-9/28/23 Intermittent FMLA: 10/2/23-6/3/24

F. Approval of 2023–2024 Non-Athletic Stipend				
Name	Account Number	Position	Stipend	Dates
Liana Nemiroff	11-401-100-101-01-078-020	Peer Leader	\$882	9/22/23-6/30/24

G. Approval of Extra Duty Pay				
Name	Account	Position	Rate	Dates
Cindy Duran	11-000-217-106-01-000-090	Instructional Aide	\$18.72 per hour (not to exceed 8.5 hours)	9/5/23-9/6/23
Anthony Maiorano	11-000-223-104-02-210-999	Social Worker	\$41.00 per hour (not to exceed 1 hour)	9/6/23

H. Approval of 2023-2024 Transfer			
Name	From	To	Dates
Katherine Mileto	School Library Media Specialist - WES 11-213-100-106-01-057-060	School Library Media Specialist - BCMS 11-000-217-106-01-000-020	11/14/23 (or sooner) -6/30/24

I. Approval of Resignation				
Name	Account Number	Position	Location	Effective Date
Jennifer Palermo	11-120-100-101-01-012-090 11-110-100-101-01-001-090	Music Teacher	WES	11/17/23

**(ROLL CALL – ITEMS XI.A. through XI.I.)**

**XII. BUSINESS**

- **Report** – Terri Joyce

**(ACTION) It is recommended that Items XII.A. through XII.H. be moved upon the recommendation of the Superintendent.**

**A. Bill List**

It is recommended that the Board approve the List of Bills for the period September 8, 2023 through September 21, 2023, totaling \$1,514,675.71, and ratify the Payroll for the period September 1, 2023 through September 15, 2023, totaling \$1,028,537.54.

**B. Approval of Phase 3 Rear Roof Replacement Project at Branchburg Central Middle School**

It is recommended that the Board approve a Phase 3 Rear Roof Replacement proposal submitted by Weatherproofing Technologies, Inc., for a roof replacement project at Branchburg Central Middle School in the amount of \$1,637,572.12 (includes material and labor), with 25 year warranty plus contingency of \$75,000.00, for a total cost of \$1,712,572.12, to be paid by purchase order through Account #12-000-400-450-04-612, and sufficient funds are available in the 2023-2024 budget. This proposal is for a turnkey operation as specified and bid by the Educational Services Commission of New Jersey (ESCNJ) co-op program under Contract #: Roofing and Envelope Services Bid #ESCNJ/AEPA21D.

**C. Approval of Revision of Transportation Jointure with Bridgewater/Raritan Board of Education**

It is recommended that the Board approve the Joint Transportation Agreement between the Branchburg Township Board of Education and the Bridgewater/Raritan Board of Education for the following 2023-2024 routes.



Host	Service	Cost to Bridgewater/Raritan
Branchburg Township Board of Education	Athletic Trips September 1, 2023 – June 30, 2024	\$90.00 per hour per bus (54 Passenger School Bus)
	Athletic Trips September 1, 2023 – June 30, 2024	\$90.00 per hour per bus (24 Passenger School Bus)
	Academic Trips September 1, 2023 – June 30, 2024	\$90.00 per hour per bus (54 Passenger School Bus) \$75.00 per hour per bus Aide
	Academic Trips September 1, 2023 – June 30, 2024	\$90.00 per hour per bus (24 Passenger School Bus) \$75.00 per hour per bus Aide

**D. Approval of Revision of Transportation Jointure with Somerville Board of Education**

It is recommended that the Board approve the Joint Transportation Agreement between the Branchburg Township Board of Education and the Somerville Board of Education for the following 2023-2024 routes.

Host	Service	Cost to Somerville
Branchburg Township Board of Education	Athletic Trips September 1, 2023 – June 30, 2024	\$90.00 per hour per bus (54 Passenger School Bus)
	Athletic Trips September 1, 2023 – June 30, 2024	\$90.00 per hour per bus (24 Passenger School Bus)
	Academic Trips September 1, 2023 – June 30, 2024	\$90.00 per hour per bus (54 Passenger School Bus) \$75.00 per hour per bus Aide
	Academic Trips September 1, 2023 – June 30, 2024	\$90.00 per hour per bus (24 Passenger School Bus) \$75.00 per hour per bus Aide

**E. 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 2023-2024 route.

Host	Service	Cost to Branchburg
Delaware Valley Regional High School	Calais School September 1, 2023 – June 30, 2024	One Student \$11,500.00

**F. Approval of Resolution Authorizing the Disposal of Educational Materials**

It is recommended that the Board approve the following resolution authorizing the disposal of Student Services Department Educational Materials through GovDeals.

**WHEREAS**, the School District is the owner of certain Student Services Department Educational Materials which is no longer needed for public use; and

**WHEREAS**, the Board of Education is desirous of selling said Reading Program Kit in “as is” condition.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Education of Branchburg Township in the County of Somerset, as follows:

- (1) The sale of the Student Services Department Educational Materials to be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the Board of Education.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) Student Services Department Educational Materials to be sold is as follows:
 

Edmark Reading Program Kit
- (5) Student Services Department Educational Materials identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said equipment.
- (6) The School District reserves the right to accept or reject any bid submitted.

**G. 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, 2023 to June 30, 2024 at a cost of \$24,219.90 with terms and conditions set forth therein.

**H. Approval of Monthly Transfer Report - Request for Approval of Transfers**

It is recommended that the Board approve the Monthly Transfer Report - Request for Approval of Transfers for the month of June 2023.

**(ROLL CALL - ITEMS XII.A. through XII.H.)**

**XIII. PUBLIC COMMENT**

**XIV. BOARD LIAISON REPORTS**

<b>Group</b>	<b>Representative</b>
Somerville Liaison/Board Member	Kristen Fabriczi
Parent Teachers Organization	Bindu Shah
Somerset County Educational Services Commission	Vince Carpentier
N.J.S.B.A./S.C.S.B.A Representative	David Dugan
Branchburg Township Liaison	Terri Joyce
Emergency Management Planning Committee	Karen Chase
Branchburg Education Foundation	Puja Desai
Branchburg SEPAG - Special Education Parents Advisory Group	Terri Joyce

**XV. EXECUTIVE SESSION**

**XVI. ADJOURNMENT**