

NORTH BRUNSWICK TOWNSHIP BOARD OF EDUCATION
 Regular Public Meeting, Wednesday, November 17, 2021
 Linwood Campus - 7:00 p.m.

1. **Call to Order**
2. **Pledge of Allegiance to the Flag**
3. **Roll Call**

| | | | | | |
|---------------------|--|-------------------|--|-------------------------|--|
| Mr. Brockman | | Mr. Brooks | | Mr. Duran Harris | |
| Ms. James | | Ms. Keefe | | Mr. Liguori | |
| Dr. Patel | | Ms. Toth | | Ms. Gonzalez | |

4. **Board President's Statement**

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the Open Public Meetings Law, the public notice of this meeting, which included the time, date, and location was distributed by 3:00 p.m. on Wednesday, May 26, 2021 in the following manner:

- a. Posted on the Bulletin Board reserved for announcements in the Board Office, 25 Linwood Place, North Brunswick, NJ 08902.
- b. Mailed to the Home News Tribune, Sentinel, and the Clerk of the Township of North Brunswick.
- c. Delivered to the nine (9) duly elected board members.

5. **Presentations:**

1. Judd Music Performance - led by Ms. Elizabeth Perryman, Judd School Music Teacher.
2. Return to School - Fall Assessment Overview by Mercy Chang, Director of Accountability and Special Programs.

6. **Meeting Minutes:**

A motion was made by _____ and seconded by _____ to approve the following Board minutes:

Conference/Regular Public Meeting - October 27, 2021
 Executive Meeting- October 27, 2021

The results of the motion were:

Aye:
 Nay:

7. **Communications:**

8. **Reports:**

Old Business

New Business

Administrative Report

Student Reports

Committee Reports

9. A motion was made by _____ and seconded by _____ to approve the Administrative, Student, and Committee Reports.

The results of the motion were:

Aye:

Nay:

10. **Review of Agenda for November 17, 2021**

11. **Public Session on Agenda Items Only:**

12. A motion was made by _____ and seconded by _____ to close the public portion of the meeting.

The results of the motion were:

Aye:

Nay:

13. **Consent Agenda:**

A motion was made by _____ and seconded by _____ to approve the following consent agenda items: **Personnel, Curriculum, Miscellaneous, Finance Items 1-3, Policy and Transportation.**

The results of the motion were:

Aye:

Nay:

| | | | | | |
|---------------------|--|-------------------|--|-------------------------|--|
| Mr. Brockman | | Mr. Brooks | | Mr. Duran Harris | |
| Ms. James | | Ms. Keefe | | Mr. Liguori | |
| Dr. Patel | | Ms. Toth | | Ms. Gonzalez | |

Personnel:

1. **Action relative to personnel, for the 2021-2022 school year, as recommended by the Acting Superintendent of Schools:**

- a. **amend the motion of September 29, 2021 approving a sixth-period teaching assignment for the following certified personnel through end of assignment (prorated):**

| Last Name, First Name | School | Subject | Stipend | Reason | FROM: Effective Date(s) | TO: Effective Date(s) |
|-----------------------|--------|-------------|---------|------------------------|---|---|
| Pazdro, Lea | NBTHS | CP Geometry | \$8,334 | Resignation: K. Murphy | August 30, 2021 through end of assignment | August 30, 2021 through November 26, 2021 |

- b. **rescind the motion from October 27, 2021 approving the appointment of the following non-certified personnel:**

| Last Name, First Name | Position | Location | Hourly Rate/Annual Salary | Step | Stipend(s) | Effective Date | Reason |
|-----------------------|---------------------------------|---------------|---------------------------|------|--|-------------------|---------------------------------|
| Whatley, Bria | Instructional Aide Preschool | District (LP) | \$14.71 | G | Custodial \$1,494 Classroom Support \$494 | November 18, 2021 | New Position (PEA Grant Funded) |

- c. **accept the resignation of the following personnel:**

| Last Name, First Name | Position | School | Effective Date |
|-----------------------|---------------------------|------------|-------------------|
| Kelly, Jennifer | School Counselor | John Adams | December 27, 2021 |
| Keuscher, Nicole | Accountant/Payroll | District | December 3, 2021 |
| McCoy, Selina | Bus Driver | District | November 30, 2021 |
| Urban, Fred | Assistant Wrestling Coach | NBTMS | October 29, 2021 |
| Williams, Tyanna | Bus Aide | District | December 2, 2021 |

- d. **approve the following leaves of absence, without pay, for the following personnel: (tentative dates)**

| Employee I.D. | Effective Date(s) | Reason |
|---------------|--|--------|
| #8302 | November 3, 2021 through December 17, 2021 | LOA |

| | | |
|-------|---|-------------------|
| #7892 | November 10, 2021 through February 9, 2022 | FMLA |
| #6188 | November 16, 2021 through February 15, 2022 | FMLA |
| #7873 | December 3, 2021 through December 31, 2021 | FMLA |
| #7628 | November 15, 2021 through December 31, 2021 | Intermittent FMLA |

- e. approve the appointment of the following personnel (prorated) pending certification, state-mandated approval and background check:

1. Non-Certified staff not to exceed 8 hours:

| Last Name, First Name | Position | Location | Hourly Rate/Annual Salary | Step | Stipend(s) | Effective Date | Reason |
|-----------------------|---|----------|---------------------------|------|--|---|-------------------------------|
| Bussanich, Gabriella | Instructional Aide | LP | \$15.14 | I | Custodial \$1,494 Classroom Support \$494 | December 1, 2021 or sooner to be determined by the Acting Superintendent | Resignation: M. Macko |
| Duncan, Paula | Bus Aide | District | \$13.17 | G | Bus \$288 | December 1, 2021 | Resignation: C. Frattalone |
| Kowdlay, Anupama | Instructional Aide | NBTHS | \$15.14 | I | \$2 Substitute Certificate stipend Custodial \$1,494 Classroom Support \$494 | December 1, 2021 | Resignation: N. Romano |
| McKendrick, Joanna | Clerk/Typist (12 Month School Calendar) | District | \$45,339 | O | N/A | December 17, 2021 or sooner to be determined by the Acting Superintendent | Restored Budget |
| Powers, Victoria | Instructional Aide | Parsons | \$15.14 | I | Custodial \$1,494 Classroom Support \$494 | December 1, 2021 or sooner to be determined by the Acting Superintendent | Resignation: K. Woodbury |
| Smith, Judith | Nurse/Clerk | NBTMS | \$45,106 | D | \$8,037 | January 17, 2021 or sooner to be determined by the Acting Superintendent | Reassignment: E. Shaffery III |

| | | | | | | | |
|-----------------|----------|----------|---------|---|-----------|------------------|----------------------------|
| Treadwell, Josh | Bus Aide | District | \$12.40 | E | Bus \$288 | December 1, 2021 | Resignation: S. Higgins |
|-----------------|----------|----------|---------|---|-----------|------------------|----------------------------|

- f. approve the appointment of the following long-term substitutes at the rate of \$290.20 per day without benefits, if assignment exceeds 60 school days benefits will be offered: (tentative dates)

| Last Name, First Name | Position | School | Effective Date(s) | Reason |
|-----------------------|--------------------|--------|---|--------|
| Lewis, Shannon | Elementary Teacher | LP | November 29, 2021 through April 14, 2022 | FMLA |

- g. approve the following substitutes, pending state-mandated approval and background check:

| Last Name, First Name | Substitute | Effective Date |
|-----------------------|--------------------|--|
| Begu, Basarta | Substitute Teacher | December 15, 2021 or sooner as determined by the Acting Superintendent |
| Mustacchi, Samuel | Substitute Teacher | December 15, 2021 or sooner as determined by the Acting Superintendent |
| Shaw, Sarah | Substitute Teacher | January 1, 2022 or sooner as determined by the Acting Superintendent |
| Zavolas, Alexandra | Substitute Teacher | December 15, 2021 or sooner as determined by the Acting Superintendent |

- h. approve the additional stipend for the following personnel (prorated):

| Last Name, First Name | Position | Location | Stipend | Effective Date: |
|-----------------------|----------------------|----------|----------------------|------------------|
| Carroll, David | Maintenance | District | Boiler License \$851 | November 1, 2021 |
| Sanders, Dwayne | Custodian - Evenings | Judd | Boiler License \$851 | July 1, 2021 |

- i. approve the appointment of the following volunteers:

| Last Name, First Name | Position | School | Effective Date |
|-----------------------|--------------------------------|------------------------|--|
| Buchanan, Kyle | Theater Revue - Music Director | NBTHS | November 30, 2021 or sooner to be determined by the Acting Superintendent |
| Deluca, Carole | Volunteer | Livingston Park | November 30, 2021 or sooner to be determined by the Acting Superintendent |
| Loester, Eileen | Volunteer | John Adams | November 30, 2021 or sooner to be determined by the Acting Superintendent |
| Machalany, Ashley | Girls Basketball - Winter | NBTMS | November 18, 2021 |

- j. approve the following grade-level leader effective for the 2021-2022 school year (prorated):

| Last Name, First Name | Position | Location | Stipend | Effective Date | Reason |
|-----------------------|---------------------------------|----------|---------|-------------------|--------------------------|
| Koehler, Kathryn | Special Subject Teachers (6) | Parsons | \$1,835 | November 30, 2021 | Resignation: M. Major |

- k. approve to convert the following absences to Worker's Compensation days:

| Employee I.D. | Days | Dates |
|---------------|------|---|
| #4299 | 2 | October 20, 2021 through October 21, 2021 |
| #8114 | 1 | October 28, 2021 |
| #4065 | 5 | October 28, 2021 through November 3, 2021 |

- l. approve a sixth-period teaching assignment for the following certified personnel through end of assignment (tentative dates) prorated):

| Last Name, First Name | School | Subject | Stipend | Reason | Effective Date(s) |
|-----------------------|--------|--------------------|----------|---------------------------|---|
| Breheny, Edward | NBTHS | Physical Education | \$13,796 | FMLA | October 18, 2021 through November 26, 2021 |
| Joseph, Lori | NBTHS | CP Geometry | \$9,334 | Resignation: K. Murphy | November 29, 2021 through end of assignment |

- m. approve the following contractual, reimbursable days (account # 11-000-291-290-77-10).

| Last Name, First Name | Position | Location | Attachment |
|-----------------------|------------------|------------|------------|
| Kelly, Jennifer | School Counselor | John Adams | 1 |

CURRICULUM and INSTRUCTION:

1. **Approve the following actions relative to Curriculum and Instruction items for the 2021-2022 school year:**

- a. approve home instruction for the following student:

| Student # | Placement | Effective Date |
|-----------|------------------|--|
| 2240591 | Home instruction | October 15, 2021 through December 23, 2021 |
| 2260864 | Home instruction | November 8, 2021 through November 18, 2021 |
| 2355470 | Home instruction | October 3, 2021 through November 30, 2021 |
| 2365589 | Home instruction | October 28, 2021 through December 23, 2021 |

| | | |
|----------|------------------|---|
| 2440849 | Home instruction | October 29, 2021 through November 30, 2021 |
| 2455670 | Home instruction | November 2, 2021 through December 2, 2021 |
| 2565753 | Home instruction | November 8, 2021 through November 19, 2021 |
| 25701120 | Home instruction | September 29, 2021 through October 11, 2021 |
| 2590591 | Home instruction | November 8, 2021 through November 19, 2021 |

- b. approve ESCNJ to provide additional Physical Therapy sessions to student #3495241, for the 2021-2022 school year not to exceed \$2,072.00
- c. approve BehaviorTherapy Associates to provide psychological services at a rate of \$1,820 per consultation/evaluation
- d. approve attendance for the following professional workshops:

| Last Name, First Name | Workshop Title | Registration | Dates | Travel Expenses |
|----------------------------|--|-----------------|--------------------------------|-----------------|
| Carroll, David | NJ GREEN EXPO, Atlantic City, NJ | \$310.00 | 12/7/2021 through 12/8/2021 | \$245.50 |
| Johnson, Fredrick | 2021 Annual Conference Learning Forward, Virtual | \$438.00 | 12/6/2021 and 12/7/2021 | |
| Knopf, Daniel | NJ GREEN EXPO, Atlantic City, NJ | \$310.00 | 12/7/2021 through 12/8/2021 | \$245.50 |
| Lanphear, Jeannine | Kean University Tech & Learning Leadership Summit, Union, NJ | \$0.00 | 11/12/2021 | \$20.00 |
| Mason, Isaiah C | 2022 NJMEA State Conference, Atlantic City, NJ | \$180.00 | 2/24/2022 through 2/26/2022 | \$402.50 |
| Rumbo, Amy | 2022 NJPSA/FEA/NJASCD Conference, Atlantic City, NJ | \$370.00 | 3/24/2022 through 3/25/2022 | \$205.00 |
| VanLangen, Patricia | NJPSA: Reducing Significant Disproportionality: Legal Requirements: Best Practices and the Connection to Diversity, Equity and Inclusion, Virtual | \$75.00 | 12/7/2021 | |
| Whalen, Diana | 2022 NJPSA/FEA/NJASCD Conference, Atlantic City, NJ | \$370.00 | 3/24/2022 through 3/25/2022 | \$60.00 |

- e. approve Apex Learning to provide unlimited enrollment subscription for Spanish, grades five and six, on digital curriculum and professional development for the 2021/2022 school year, not to exceed \$53,375.
- f. approve the contract with Qualtrics LLC, license renewal in the amount of \$19,000, effective December 31, 2021 through December 31, 2022.
- g. approve the 2022-2023 NJDOE Division of Early Childhood Services Annual Operational Plan and District Enrollment and Planning Workbook (PEA Grant/State Aid).
- h. approve the Memorandum of Understanding (MOU) between North Brunswick Township High School and Rutgers University Business Youth Program (RUBY) for the duration of the 2021-2022 school year. The program will be held virtually.**

MISCELLANEOUS:

- 1. Approve the following Miscellaneous items for the 2021-2022 school year:
 - a. approve the Harassment, Intimidation, and Bullying Report for the month of November 2021.
 - b. approve the School Safety and Security Plan Annual Review Statement of Assurance; pursuant to N.J.A.C.6A:-5-1, the plans, policies and procedures of the School Safety and Security Plan have met the minimum requirements and were reviewed and updated as appropriate.

FINANCE:

- 1. Approve the following bill list dated November 17, 2021:

| | |
|------------------|----------------|
| General Funds | \$3,214,928.02 |
| Supplementary | \$8,764,240.99 |
| Capital Projects | \$0.00 |

- 2. Approve the following financial reports:
 - a. Board Secretary's and Treasurer's Reports dated October 31, 2021 which are in agreement.
 - b. Budget Status Report dated October 31, 2021 which includes budget transfers and certifies that there has not been an over-expenditure of a budget line item.
 - c. Pursuant to N.J.A.C. 6A:23-2.10(c)3, that as of October 31, 2021 the members of the North Brunswick Township Board of Education, after reviewing the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, certify that to the best of their knowledge no line item or account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.10(a), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
 - d. Pursuant to N.J.A.C. 6A:23-2.10(c)4, that as of the members of the North Brunswick Township Board of Education, after review of the Board Secretary's and Treasurer's monthly reports, and upon consultation with the appropriate district officials, certify to the best of their knowledge that no major account or fund has been overextended in violation of N.J.A.C. 6A23-2.10(b).
- 3. Approve the following Finance Items for the 2021-2022 school year:

- a. approve the disposal of 110 student desks and chairs that are no longer in use due to the move to the Linwood School Grade 5 & Grade 6.
- b. approve the revision of proposal of the installation of an EPRO Geo-Vapor Barrier System at the NBTTHS Auxiliary Gymnasium with Edgeboro International Inc, from not to exceed \$19,000, to not to exceed \$23,950.
- c. **approve the contracted payment with Primepoint LLC for work associated with the 2021 Year End ACA Reporting Service in the amount of \$13,500.00.**
- d. **approve a proposal by Robert Griggs Plumbing & Heating, LLC to replace the boiler at Linwood School in the amount of \$53,850. Pricing per Hunterdon County Educational Services Commission contract #SER-20C.**

POLICY:

- 1. **Approve the following Policy item for the 2020-2021 school year:**

- a. approve the first reading of the following Policies and Regulations:

| Policy/Regulation # | Title |
|----------------------------|--|
| R 3221 | Evaluation of Teachers (M) |
| R 3222 | Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) |
| R 3223 | Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M) |
| R 3224 | Evaluation of Principals, Vice Principals and Assistant Principals (M) |
| P 2425 | Emergency Virtual or Remote Instruction Program (M) |
| P & R 5751 | Sexual Harassment of Students (M) |

- b. approve the second and final reading of the following Policies and Regulations:

| Policy/Regulation # | Title |
|----------------------------|--|
| P 3221 | Evaluation of Teachers (M) |
| P 3222 | Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) |
| P 3223 | Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M) |
| P 3224 | Evaluation of Principals, Vice Principals and Assistant Principals (M) |
| P 2467 | Surrogate Parents & Resource Family Parents (M) |
| P & R 7432 | Eye Protection |
| R 8420.10 | Fire & Fire Drills |

TRANSPORTATION:

1. Approve the following Transportation items for the 2021-2022 school year:

- a. approve the 2021 - 2022 To & From transportation route from Temporary to Permanent contracted through Somerset County Education Services Commission:

From: Account # 11-000-270-514-53-60 (originally approved 9/29/2021)

| Route # | Destination | Student ID | Effective Date | Total Cost |
|---------|---|-------------------------------|----------------|-------------|
| Q2087 | North Brunswick High School, Linwood School and Parsons Elementary School from Somerset | 2290350 2755981 3095008 | 9/30/2021 | \$65,929.50 |

Change To: Account # 11-000-270-514-53-60

| Route # | Destination | Student ID | Effective Date | Total Cost |
|---------|---|------------|----------------|-------------|
| 22215 | North Brunswick High School from Somerset | 2290350 | 11/15/2021 | \$26,661.60 |

- b. approve the 2021 - 2022, To & From transportation route from Temporary to Permanent contracted through Somerset County Education Services Commission:

From: Account # 11-000-270-514-52-60 (originally approved 9/29/2021)

| Route # | Destination | Student ID | Effective Date | Total Cost |
|---------|-----------------|------------|----------------|-------------|
| Q-2111 | Lakeview School | 2906005 | 10/4/2021 | \$63,197.40 |

Change To: Account # 11-000-270-514-53-60

| Route # | Destination | Student ID | Effective Date | Total Cost |
|---------|-----------------|------------|----------------|-------------|
| 22206 | Lakeview School | 2906005 | 11/15/2021 | \$58,974.30 |

14. PUBLIC SESSION on Any Matter:

A motion was made by _____ and seconded by _____ to close the public portion of the meeting.

The results of the motion were:

Aye:

Nay:

15. ADJOURNMENT:

A motion was made by _____ and seconded by _____ that the meeting be adjourned at _____ p.m.

The results of the motion were:

Aye:

Nay: