

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
**Holland Brook School Board of Education Meeting Room**  
**Regular Meeting - 6:30 p.m.**  
**December 9, 2008**

**MINUTES**

**1. Call to Order - Open Public Meetings Act - Roll Call - Pledge of Allegiance**

The meeting was called to order by President Deborah Labbadia at 6:33 p.m., who announced that the meeting was being held in compliance with the Open Public Meetings Act and was open to the media and public and that formal action may be taken. Notices were duly posted and the meeting was advertised in the Hunterdon County Democrat.

**The following Board Members were present:**

|                                    |                  |
|------------------------------------|------------------|
| Mark Berry                         | Marlene Orlandi  |
| Denise Kenney                      | Joanne Sekella   |
| Dave Livingston<br>arrived at 7:36 | Annette Marsh    |
| Joan Neumann                       | Deborah Labbadia |

**The following Board Member was absent:** Rick Finn

**Also present:**

Dr. Jordan Schiff, Superintendent  
Dr. Tami Crader, Assistant Superintendent  
Steffi-Jo DeCasas, Business Administrator/Bd. Secretary  
Stephen Fogarty, Esq.

**2. Adjournment to Executive Session at 6:34 p.m.**

Resolve to adjourn to Executive Session in accordance the Sunshine Law, Ch. 321, P.L. 1975, to discuss the Superintendent's contract for approximately 60 minutes at which time the Board expects to return to Public Session. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

**Motion:** Sekella      **Second:** Neumann      **Roll Call:** 6 yes

**3. Call Back to Order**

Mrs. Labbadia called the meeting back to order at 7:30 p.m.

**4. Presentations**

*Building Blocks Students*

TBS Teachers Rachel Gass and Noelle Henderson

WHS Teachers Elizabeth Huck and Elyse Meer

**5. Open to the Public (Limited to Action Items on the Agenda)**

Mrs. Soriano requested that the Board approve the Cheerleading Competition motions.

**6. Meeting Minutes for Approval**

- Motion to approve the Minutes of the Regular Meeting of November 25, 2008.
  
- Motion to approve the Minutes of the Executive Session of November 25, 2008.

**Motion:** Marsh

**Second:** Kenney

**Roll Call:** Carried

7 yes; 0 no;

1 Abstention, Sekella

**7. Superintendent's Report**

Dr. Schiff reported that the Sewer Tie-In Project is on target with both time lines and budget. He also noted that the Board committees will be reporting out on the District's action plans.

**8. Correspondence**

E-Mail dated December 7, 2008 from parent about instituting a No Nit Policy for Lice.

**EDUCATION/TECHNOLOGY**

A December 5th Special Committee Meeting was held to discuss a proposal to allow students to participate in UCA National Cheerleading Championships.

Mrs. Sekella commented that the championships offer the students an opportunity for competition.

Mr. Berry was concerned with how many chaperones will accompany students on the trip and loss of instructional time. He also felt that a "C" is not a high enough standard for participation. Administration noted that two staff members will attend for 1½ days and the other chaperones will be parents. It was also noted that the educational benefits would include collaboration, problem solving, and goal setting abilities.

Mrs. Neumann stated her concern about developing a policy that would address how these issues are handled in the future.

Mrs. Kenney questioned the appropriateness of this activity for Middle School and was concerned about student safety, expense, and pressure for students to attend.

**B-8 and B-9**

B-8 Motion to approve the Readington Middle School **Cheerleading Team A** for participation in the **UCA National Cheerleading Championships** in Orlando, Florida, pending successful 100% fundraising for all team members and two staff members.

B-9 Motion to approve the Readington Middle School **Cheerleading Team** to **fundraise** (all specific fundraising activities will be approved by the Superintendent/Designee) to cover the entire cost of the national competition in Florida.

**B-8 and B-9**

**Motion:** Kenney                      **Second:** Sekella **Roll Call:** Carried  
6 yes; 2 no [Berry  
and Kenney]

**B-1 through B-7**

B-1 Motion to approve for second reading  
**Regulation 2431.1: Emergency Procedures  
For Athletic Practices and Competitions (M)**

B-2 Motion to accept the following grants submitted by  
the **Readington Educational Foundation**, totaling

\$9,500.00.

| Grant Name                                   | Grant Category         | School            | Grade Impacted   | Amount Approved |
|--|------------------------|-------------------|------------------|-----------------|
| Audience Response System                     | Technology & Learning  | Three Bridges     | K-3rd            | \$ 2,000.00     |
| lPhoto, lMovie, for Student Books and Movies | Technology & Learning  | Whitehouse        | 1st              | \$ 501.94       |
| Traversing Mat Systems                       | Health & Fitness       | Holland Brook     | 4th - 5th        | \$ 2,500.00     |
| iPods For Improving Reading Fluency          | Technology & Learning  | Holland Brook     | 4th - 5th        | \$ 2,171.73     |
| Environmental Science Live                   | Scholastic Enhancement | Readington Middle | 6th, 7th and 8th | \$ 2,300.00     |

- B-3 Motion to approve a Student Council **"Coin Wars"** fundraiser, from December 8-12, 2008, proceeds to benefit the Parents of Autistic Children (NJASC state charity).
- B-4 Motion to approve a Student Council **"Shamrock"** fundraiser, from March 10-17, 2009, proceeds to benefit the **Parents of Autistic Children** (NJASC state charity).
- B-5 Motion to approve Holland Brook School **Giving Tree/Food Drive** fundraiser, from December 8-23, 2008, proceeds to benefit the **Starfish Foundation** and **Flemington Food Pantry**.
- B-6 Motion to approve **home instruction** for **Student H-90** for up to 10 hours a week from December 1, 2008 to March 9, 2009.
- B-7 Motion to apply for a **waiver** in submitting the **Preschool Expansion Five Year Plan** until the **2010 - 2011 school year**.

**B-1 through B-7**

**Motion:** Kenney                      **Second:** Sekella **Roll Call:** Carried  
8 yes; 0 no

**9. Discussion Items**

- Audit Report
- Strategic Action Plan Update
- Technology - Mrs. Kenney
- Personnel - Mrs. Neumann

## 10. Committee Reports/Motions

### FINANCE/FACILITIES

A Committee Meeting was held on December 4, 2008.

#### A-1 through A-6

- A-1 Motion to approve the bill list for the period from November 20, 2008 to December 2, 2008.
- A-2 Motion to approve the district travel schedule #20081209.
- A-3 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: **October 31, 2008**. Pursuant to N.J.A.C. 6A:23-2.11(c)3, the Business Administrator/ Board Secretary certifies that as of **October 31, 2008**, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:17-9 and 18A:22-8.1.

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**Steffi-Jo DeCasas, Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of **October 31, 2008**, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and further that we approve the Board Secretary and Treasurer's Reports subject to audit for the period ending **October 31, 2008**.

- A-4 Motion to approve account transfers for the period **October 8, 2008** through **December 1, 2008**.
- A-5 Motion to approve the following Resolution:

WHEREAS, the Readington Township Board of Education is in receipt of the **Comprehensive Annual Financial**

**Report FY2008** (CAFR) and the Annual Audit as prepared and submitted by William Colantano, CPA and

WHEREAS, the audit contained the following audit recommendation:

1. Receipts for Student Activity Funds should be deposited in a timely manner.
2. The District should maintain accurate supporting documentation for the information reported on the District's DRTRS.

NOW THEREFORE BE IT RESOLVED that the Annual Corrective Action Plan as developed by the Business Administrator/Board Secretary and approved by the Superintendent of Schools be filed with the Department of Education.

A-6 Motion to approve **payment application #1** to **Dulaine Contracting** (our sewer tie-in contractor) in the amount of **\$73,328.58**.

**A-1 through A-6**

**Motion:** Livingston **Second:** Berry

**Roll Call:** Carried  
8 yes; 0 no

**PERSONNEL/COMMUNICATIONS**

**C-1 through C-14**

C-1 Motion to accept the Superintendent's recommendation and approve a paid and/or unpaid **Medical Leave** for **Deborah Hill**, Bus Driver, from January 5, 2009 to on or about February 18, 2009.

C-2 Motion to accept the Superintendent's recommendation and approve the following as **Substitute Teachers/Aides**, paid at the substitute rate, in the Readington Township School District pending satisfactory completion of employment requirements.

|                       |               |              |
|-----------------------|---------------|--------------|
| Jacquelyn Santa Lucia | Lauren Millen | Laura Eville |
|-----------------------|---------------|--------------|

C-3 Motion to accept the Superintendent's recommendation and approve the following teachers to provide home instruction to **Student H-90** from December 1, 2008

to March 9, 2009, at a rate of **\$30.00/hr.** for up to 10 hours a week at a cost not to exceed **\$3,600.00.**

|               |              |             |
|---------------|--------------|-------------|
| Kelly Parks   | Ryan Newcamp | John Casey  |
| Colleen Ogden | Doug Ayers   | Kevin Meyer |

- C-4 Motion to accept the Superintendent's recommendation and approve **Ryan Newcamp** as an **After School Sports Support Advisor** (replacing colleen Ogden) for the 2008-2009 school year at Readington Middle School, at a stipend of **\$18.77/hr.**, not to exceed **\$3,100.00** (collectively), effective December 1, 2008.
- C-5 Motion to accept the Superintendent's recommendation and approve **Gargi Adhikari** as a Substitute (Long-Term) at Three Bridges School for Marisa Dotro (Special Education Teacher on Medical Leave), at a per diem rate of **\$217.88**, effective January 5, 2009 to on or about May 11, 2009.
- C-6 Motion to accept the Superintendent's recommendation and approve an **extension** of the October 14, 2008 motion for **Laurie Livesey** as a Substitute (Long-Term) for Gargi Adhikari (Special Education Aide at Readington Middle School covering a Medical Leave at Three Bridges School), at a rate of **\$14.69/hr., Step 1NC, 6.5 hours per day**, effective December 1, 2008 to on or about May 11, 2009.
- C-7 Motion to accept the Superintendent's recommendation and approve the transfer of custodian, **Jan Derevjanik** to Holland Brook School as **Head Custodian** (due to Wayne Beam Medical Leave of Absence from September 24, 2008 to December 17, 2008, followed by Disability Retirement on December 18, 2008) retro-active and add a stipend of **\$4,274.25** pro-rated, for the position change.
- C-8 Motion to accept the Superintendent's recommendation and approve **Mary Ann Connelly** as a **School Nurse** at Whitehouse School at a salary of **\$243.60 per diem**, for 18 days, for a total of **\$4,384.80**, effective September 8, 2008 to November 14, 2008.
- C-9 Motion to accept the Superintendent's recommendation and approve **Deborah Steube, RN** to accompany **S-031** on Matheny Medical and Education Center school

field trips for up to 6 hours per month, at a salary of **\$40.00/hr.**, not to exceed **\$1,680.00** effective December 5, 2008 to June 15, 2009.

C-10 Motion to accept the Superintendent's recommendation and approve **Diane Lynch, RN**, as a **Substitute Nurse** to accompany **S-031** on Matheny Medical and Educational Center school field trips for up to 6 hours per month at a salary of **\$40.00/hr.**, not to exceed **\$1,680.00** effective December 5, 2008 to June 15, 2009.

C-11 Motion to accept the Superintendent's recommendation and **amend Motion C-1** from the November 25, 2008 Agenda approving **Lauren Mahoney** as **mentor** for **Jennifer Burns** (Special Education Teacher at Holland Brook School) to read "**at 2/3 of the \$1,000.00 Alternate Route mentor rate of \$666.67.**"

C-12 Motion to accept the Superintendent's recommendation and approve **Geraldine Slattery** (replacing Jennifer Smith who is on maternity leave) as **Team Leader** for the Readington Middle School at a stipend of **\$4,500.00** for the 2008-2009 school year.

C-13 Motion to accept the **resignation** of **Rhonda Kotb**, (Fifth Grade Teacher at Holland Brook School), effective January 4, 2009.

C-14 Motion to accept the Superintendent's recommendation and approve **Kathryn O'Connor** for the position of **5th Grade Teacher** at Holland Brook School, effective January 5, 2009 to June 30, 2009, at a per diem rate of \$217.88 (leave replacement for Deborah Gibbons).

**C-1 through C-14**

**Motion:** Neumann                      **Second:** Sekella                      **Roll Call:** Carried  
8 yes; 0 no

**11. Unfinished Business**

**12. New Business**

*State Education Committee*  
Bill Moving November Elections

No Vote on Budget

**13. Open to Public (any item on or off the Agenda)**

Mr. Painter asked if the cheerleaders could compete privately? They could but they would not represent the school district and there would be issues regarding costs and insurance.

**14. Open Session (Board Comment Period)**

**15. Adjournment**

The meeting was adjourned at 9:46 p.m.

**Move:** Berry

**Second:** Orlandi