

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 6:30 p.m.  
April 25, 2017

**AGENDA**

**Call to Order by Board President- – Open Public Meetings Act – Roll Call**

This meeting is being held in compliance with the Open Public Meetings Act (NJSA 10:4-6-21) and is open to the media and public. Notices were duly posted, and the meeting was advertised in the Hunterdon County Democrat. Formal action may be taken.

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

**Flag Salute**

**EXECUTIVE SESSION**

**Motion:**

**Second:**

**Vote:**

Motion to adopt the following Resolution:

Resolved to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss personnel matters for approximately 60 minutes at which time the Board expects to return to Public Session with no action to be taken. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, if is not presently known when such circumstances will exist.

**RETURN TO PUBLIC SESSION**

**SUPERINTENDENT'S REPORT**

- Spotlight: Whitehouse School
- 2017-18 Budget Presentation and Public Hearing

## **OPEN TO THE PUBLIC (LIMITED TO ACTION ITEMS ON THE AGENDA)**

For members of the Readington Township School District Community who may be joining a Meeting for the first time or would like to provide comments tonight, we're sharing the Board Policy pertaining to public comments. Thank you in advance for sharing your thoughts as per the District's Policy.

### **0167 PUBLIC PARTICIPATION IN BOARD MEETINGS**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every regularly scheduled meeting of the Board. Public participation shall be governed by the following rules:

1. All statements shall be directed to the presiding officer. No participant may address or question Board members individually unless directed by the presiding officer.
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate; Web participants will type the information in as a preface to their comments.
3. If the Board of Education is webcasting the public meeting, the "chat" feature will be on during the public comment sessions only.
4. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard and time permits.
5. In order to provide sufficient opportunity for the public to be heard, a time limit of three minutes for each participant may be observed. Webcast participants making comments via chat may only enter one 256 character comment, excluding the announcement of his/her name and place of residence, unless the presiding officer asks for clarification or further information. The President may, at his/her discretion, limit discussion on any topic.

The portion of the meeting during which the public is invited shall be limited to sixty minutes.

## **CORRESPONDENCE**

- K.L. email

## **ADMINISTRATIVE REPORTS**

Motion to adopt 1.01

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

1.01 Enrollment and Drill Reports

**MINUTES**

Motion to adopt 2.01- 2.03

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

2.01 Motion to approve the Meeting Minutes March 16, 2017.

2.02 Motion to approve the Meeting Minutes March 28, 2017.

2.03 Motion to approve the Executive Meeting Minutes March 28, 2017.

**FINANCE/FACILITIES**

**Committee Report**

Motion to adopt 3.01 – 3.11

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

- 3.01 Motion to approve the **Bill List** for the period from **March 30, 2017** through **April 26, 2017** for a total amount of **\$3,498,351.81**. (Attachment 3.01)
  
- 3.02 Motion to approve **District Travel Schedule April 25, 2017** for a total amount of **\$7,936.86**. (Attachment 3.02)
  
- 3.03 Motion to approve the following **Account Transfers** for **March 1, 2017** through **March 31, 2017**. (Attachment 3.03-3.03a)
  
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: March 31, 2017 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of March 31, 2017 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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**Thomas Venanzi, Interim Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of March 31, 2017 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 March 31, 2017. (Attachment 3.04 & 3.04a)

- 3.05 Motion to approve a second addendum to the contract with The Uncommon Thread to provide Board Certified Behavior Analysts 1 full day per week from March 2017 through June 2017 and one functional behavior assessment for a total adjustment of \$11,400. (Attachment 3.05)

- 3.06 The following bids were received on April 18, 2017 for toilet renovations at Three Bridges School and Whitehouse School:

<b>Bidder</b>	<b>Three Bridges School</b>	<b>Whitehouse School</b>	<b>Overall</b>
Aero Plumbing & Heating Co., Inc.	\$171,648	\$418,252	\$589,900
DeSapio Construction, Inc.	\$264,800	\$552,800	\$817,600
SLS Construction LLC	\$214,760	\$512,267	\$727,027
TCI Construction & Management Co., Inc.	\$240,000	\$514,000	\$754,000
V&K construction Inc.	\$260,000	\$493,000	\$753,000

Motion to approve the awarding of a contract to Aero Plumbing & Heating Co., Inc. for \$589,900 for its lowest responsible bid for the bathroom renovations at Three Bridges and Whitehouse Schools. (Attachment 3.06)

- 3.07 Motion to approve a Shared Services Agreement with Tewksbury School District for Readington Township School District to provide Technology Support Services to the Tewksbury School District for the 2017-18 school year in the amount of \$127,625 for standard services and in addition a cost of \$55 per hour for any billable services beyond the standard services agreement. (Attachment 3.07)

- 3.08 Motion to approve the following resolution adopting the 2017-18 Budget:  
 BE IT RESOLVED that the budget be approved for the 2017-18 School Year and that the Superintendent and the SBA/Board Secretary be authorized to implement the following final budget and present the A4F request of school taxes to the Township of Readington. (Attachment 3.08)

	<b><u>GENERAL FUND</u></b>	<b><u>SPECIAL REVENUES</u></b>	<b><u>DEBT SERVICE</u></b>	<b><u>TOTAL 2017-18</u></b>
Total Expenditures	32,431,653	425,009	3,917,381	36,774,043
Less: Anticipated Revenues	4,986,663	425,009	1,805,154	7,216,826
Taxes to be Raised	27,444,990	-0-	2,112,227	29,557,217

- 3.09 Motion to approve the YMCA School Age Child Care Programs for the 2017-18 school year. (Attachment 3.09)
  
- 3.10 Motion to approve the Shared Services Agreement in the amount of \$94,896 for Transportation services with Branchburg Township School District serving as host district for the period July 1, 2017 through June 30, 2018. (Attachment 3.10)
  
- 3.11 Motion to approve the following professional service provider through August 31, 2017:

<u>Name</u>	<u>Service</u>	<u>Fee</u>
Hunterdon Medical Center (Attachment 3.11)	Audiological	\$100 per hour

**EDUCATION/TECHNOLOGY**

**Committee Report**

Motion to adopt 4.01 - 4.09

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

- 4.01 Motion to approve Rutgers Center for Literacy Development to provide staff professional development training on the In-Service Day scheduled for May 26, 2017 at a rate of \$1200 (paid via NCLB funds 2017-2018). (Attachment 4.01)

4.02 Motion to adopt the following curriculum: (Attachments 4.02 - 4.02c)

<b>Curriculum</b>
Innovation & Design Grades 4 & 5
Innovation & Design Grade 6
Innovation & Design Grade 7
Innovation & Design Grade 8

4.03 Motion to approve former Readington student, now high school student at Hunterdon County Polytech to observe at Readington Middle School under the supervision of the principal and seventh grade social studies teacher, Thursdays and Fridays in May 2017.

4.04 Motion to approve the following field trips:

Grade	Field Trip	Date
7th grade	Various Hiking Trails in Flemington	May 30 & May 31, 2017
7th grade	State Theater in New Brunswick - Poetry Performance	May 17, 2017

4.05 Motion to approve the following 2017-2018 fundraisers:

<b>Fundraiser</b>	<b>School</b>	<b>Date</b>	<b>Recipient of Funds</b>
Fall Car Wash	RMS	Saturday, September 16, 2017	Readington Athletic Booster Club
Fun Pasta Products	RMS	November 20 – December 15, 2017	Readington Athletic Booster Club

4.06 Motion to approve the following 2016-2017 fundraiser:

<b>Fundraiser</b>	<b>School</b>	<b>Date</b>	<b>Recipient of Funds</b>
8 <sup>th</sup> Grade Charity Kickball Tournament	RMS	Wednesday, May 24, 2017 (rain date May 25, 2017)	St. Jude Children's Research Hospital

4.07 Motion to approve the Bilingual/ESL Three -Year Program Plan for School Years 2017-2020. (Attachment 4.07)

4.08 Motion to approve a Home Instruction extension for student H-165 from April 2, 2017 through June 1, 2017.

4.09 Motion to approve bed-side instruction for student H-167 effective April 17, 2017 through June 17, 2017. Services provided by Education, Inc. at a rate of \$47.00 per hour.

**PERSONNEL**  
**Committee Report**

Motion to adopt 5.01 - 5.06

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	



- 5.01 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teacher/Aide/Nurse/Bus Driver** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements.

Nicole Randall	Substitute Teacher/Aide
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- 5.02 Motion to accept the Superintendent's recommendation and approve employee #5811 to take an additional year of Child Care Leave for 2017-18.

- 5.03 Motion to accept the Superintendent's recommendation and approve the following appointments:

Name	Position	Step	Effective Dates
Jennifer Percario (replacing Jutta Glauber)	PT Instructional Aide (TBS) 30-03-D3/avh	\$16.27/hr. NC, Step 1	04/18/2017 - 06/30/2017
Jenna Nagel (new position)	Preschool Aide (TBS) 30-03-D3/azq	\$18.27/hr. C, Step 1	04/18/2017 - 06/30/2017
Mallory Barber (new position)	PT Instructional Aide (HBS) 30-02-D3/azu	\$16.52/hr. NC, Step 2	04/18/2017 - 06/30/2017
Darlene Bernhard (replacing Alexes Andrian)	Instructional Aide (WHS) 30-04-D3/avj	\$19.88/hr C, Step 7	04/24/2017 - 6/30/2017

(Attachment 5.03 & 5.03a)

- 5.04 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Alexes Andrian	Special Education Aide (WHS)	April 7, 2017

	30-04-D3/avj	
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5.05 Motion to acknowledge the following retirement with appreciation for her years of service, effective June 30, 2017:

NAME	POSITION
Cynthia Dennis	Grade 2 Teacher (WHS) 20-04-D2/adg

5.06 Motion to approve the following teachers (Sharon Rickman, Meagan Menza & Emily Bengels) to provide home instruction for student H-165 at a rate of \$30.00 per hour, 10 hours per/week from April 2, 2017 through June 1, 2017.

## **COMMUNICATIONS**

### **Committee Report**

Motion to adopt 6.01

**Motion:**

**Second:**

**Roll Call Vote:**

#### **ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

6.01 Motion to accept the Superintendent's recommendation to approve for first reading the following bylaws, policies and regulations:

- Bylaw 0000.01 Introduction
- Bylaw 0000.02 Introduction
- Regulation 0000.03 Introduction
- Policy 2320 Independent Study Programs (ABOLISHED)
- Policy 2415.06 Unsafe School Choice Option
- Policy 2460 Special Education
- Regulation 2460 Special Education
- Regulation 2460.8 Special Education – Free and Appropriate Public Education

- Regulation 2460.9 Special Education – Transition from Early Intervention Programs to Preschool Programs
- Regulation 2460.15 Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
- Regulation 2460.16 Special Education – Instructional Material to Blind or Print-Disabled Students
- Policy 2467 Surrogate Parents and Foster Parents

**UNFINISHED BUSINESS**

**NEW BUSINESS FROM BOARD**

**OPEN TO THE PUBLIC**

**EXECUTIVE SESSION**

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

Motion to adopt the following Resolution:

Resolved to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss a personnel matter for approximately 20 minutes at which time the Board expects to return to Public Session with possible action to be taken. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, if is not presently known when such circumstances will exist.

**RETURN TO PUBLIC SESSION**

**ADJOURNMENT**

**Motion to Adjourn at \_\_\_\_\_**

**Motion:**

**Second:**

**Vote:**