

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 7:00 p.m.
March 12, 2024

MINUTES

Mission Statement: We empower members of our community to lead purposeful lives with integrity, to cultivate a spirit of discovery, and to embrace connections in our diverse, global society.

I. CALL TO ORDER BY BOARD PRESIDENT – OPEN PUBLIC MEETINGS ACT

Dr. Cerciello called the meeting to order at 7:00 p.m. and announced that the meeting was being held in compliance with the Open Public Meetings Act (N.J.S.A. 10:4-6-21) and was open to the media and public. Notices were duly posted, and the meeting was advertised in the Hunterdon County Democrat and Courier News. Formal action was taken.

Present: Mrs. DePinto, Mrs. Fiore, Mr. Peach, Mrs. Podgorski, Mrs. Ryan, Mrs. Wolf, Dr. Cerciello

Also Present: Dr. Jonathan Hart, Superintendent, Jason M. Bohm, Business Administrator/Board Secretary

Absent: Mrs. Mencer

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Dr. Hart and Mr. Bohm presented the 2024-2025 budget. The vote this evening is to send the tentative budget to the County Office for evaluation. A public vote by the board shall occur at the April 30th board meeting to finalize the budget and tax levy.
- Dr. Hart presented NJSLA testing results for reading and mathematics in comparison to districts that are similar in nature: between 10-20% low-income, district factor group "1" based on census data in 2000, Hunterdon County and the State of New Jersey. Results for Readington Township School District are strong in comparison to these groups based on available data.

IV. OPEN TO THE PUBLIC (LIMITED TO ACTION ITEMS ON THE AGENDA)

- Many community members shared their thoughts and options regarding the board member vacancy.

V. CORRESPONDENCE

- Email B.F. - Recommendation
- Email B.S. - Board Vacancy
- Email E.N. - Recommendation
- Email T.B. - Recommendation
- Email R.B. - Recommendation
- Email S.M. - Board Member Selection
- Email L.H. - Support
- Email K.M. - Letter of Support
- Email C.C. - Support Letter
- Email L.E. - BOE Appointee
- Email E.M. - Letter of Support
- Email H.P. - Board Appointment
- Email L.P. - Support
- Email S.F. - Recommendation
- Email D.P. - Letter of Support
- Email C.H. - Vacant BOE Seat
- Email B.M. - Seat on the Board
- Email M.O. - BOE Vacancy Position
- Email M.Z. - Open Board Seat
- Email R.H. - BOE Vacancy

VI. ELECTION OF BOARD MEMBER

- Nomination and election of new Board Member

Nomination by Mrs. Fiore for Mrs. Jodi Bettermann By: Mrs. Podgorski Roll Call Vote: 3 Yes; 4 No

Nomination by Mr. Peach for Mr. Paulo Lopes By: Mrs. Ryan Roll Call Vote: 4 Yes; 3 No

Board members and administration discussed the board vacancy and candidates. The Board thanked all the candidates for their interest. Mr. Bohm indicated the board attorney advised, per policy #0413, 5 votes are needed to pass. Subsequent to the board meeting Schenk, Price, Smith & King, LLC, board attorney, reviewed the policy, and in light of case Amerman, et al. v. Board of Education of the Ramapo Indian Hills Regional High School District, Bergen County, Agency Docket No. 365-12/22 (2023), said 4 votes were sufficient per statute. Therefore, Mr. Lopes has been appointed based on 4 yes votes. Mr. Paulo Lopes will be sworn in as Board of Education Member April 16, 2024.

VII. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.02
Motion: Mrs. Fiore 2nd: Mrs. Podgorski Roll Call Vote: Carried 7 Yes

1.01 Motion to approve Enrollment and Drill Reports February 2024.
(Attachment 1.01)

1.02 Motion to accept the HIB reports and affirm the Superintendent’s decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
3	Readington Middle School	01/12/2024	No
4	Three Bridges School	01/30/2024	No

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02
Motion: Mrs. Fiore 2nd: Mrs. Podgorski Roll Call Vote: Carried 7 Yes
(Mr. Peach voted no to 2.02)

2.01 Motion to approve the Meeting Minutes February 20, 2024.

2.02 Motion to approve the Executive Session Meeting Minutes February 20, 2024.

C. FINANCE/FACILITIES

Committee Report: Mrs. Ryan provided minutes of the meeting held on March 8, 2024.

3. Motion to adopt 3.01 - 3.19
Motion: Mrs. Fiore 2nd: Mrs. Podgorski Roll Call Vote: Carried 7 Yes
(Mrs. DePinto voted no to check # 063752 in resolution 3.01)

3.01 Motion to approve the **Bill List** for the period from **February 15, 2024 through March 13, 2024** for a total amount of **\$3,753,097.52**.
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule March 20, 2024** for a total amount of **\$279.00**.
(Attachment 3.02)

3.03 Motion to ratify and approve **Payroll and Agency** for the month of **February 2024** for a total amount of **\$2,388,406.70**.
(Attachment 3.03)

- 3.04 Motion to ratify and approve the following **Account Transfers for February 1, 2024 through February 29, 2024.**
(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for February 1, 2024 through February 29, 2024.**
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS February 29, 2024 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of February 29, 2024 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.

Jason M. Bohm, Board Secretary

Pursuant to N.J.A.C. 6A:23A-16.10(c)3 and 4, we certify that as of February 29, 2024 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. 6A23A-16.10(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 February 29, 2024.
(Attachment 3.06-3.06a)

3.07 **Tentative Budget Adoption 2024-2025**

BE IT RESOLVED that the tentative budget be approved for the 2024-2025 school year and that the Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline of March 20, 2024 as follows:

General Fund Current Expense	\$37,520,167.00
General Fund Capital Outlay	\$ 3,383,875.00
Transfer of Funds to Charter Schools	\$ 18,113.00
Special Revenue Fund	\$ 4,037,835.00
<u>Debt Service Fund</u>	<u>\$ 2,062,888.00</u>
Total Tentative Budget	\$47,022,878.00

(Attachment 3.07-3.07a)

3.08 **Amount to be Raised for Taxes**

BE IT RESOLVED that the Board of Education acknowledge that the following amounts be raised in local taxes to support these funds included in the tentative budget:

General Fund	\$33,219,691.00
<u>Debt Service Fund</u>	<u>\$ 2,055,742.00</u>
Total Local Taxes Required	\$35,275,433.00

(Attachment 3.08)

3.09 **Advertise Tentative Budget for Public Hearing**

BE IT RESOLVED that the Board of Education authorize the advertisement of the tentative budget in the Hunterdon Democrat in accordance with the form as provided by the State Department of Education and according to law and establish that the public hearing be held in the Holland Brook School, 52 Readington Road, Whitehouse, NJ on April 30, 2024 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2024-2025 school year.

3.10 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (the “Board”) has established a capital reserve account pursuant to N.J.S.A. 18A:21-2 and N.J.S.A.18A:7G-31 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the capital reserve account to implement a capital project in the Readington Township School District’s (“District”) Long Range Facility Plan (“LRFP”) as required pursuant to N.J.S.A. 18A:7G-4(a) and N.J.A.C. 6A:26-2; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14.1, the Board may, by resolution, transfer funds from the capital reserve account to the line items in the capital outlay major account/fund to fund the total costs, less any excess costs, of a school facilities project; and

WHEREAS, Readington Middle School Main Office renovations, Readington Middle School Roof and HVAC Replacement, District-Wide Solar Expansion, District-Wide Switches and Access Points Upgrades, and Readington Middle School LED Lighting are a school facilities planned for in the 2024-2025 budget; and

WHEREAS, the Board directs the Business Administrator and architect of record to submit all projects listed above to the State of New Jersey for amendment and inclusion in the District’s LRFP; and

WHEREAS, the Board intends to transfer \$3,100,000.00 from its capital reserve account to its capital outlay/major account to fund the total costs of the Projects;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of capital reserve to fund these Projects.
2. The Board hereby approves the total transfer of \$3,100,000.00 from the capital reserve account to the capital outlay/major account/fund to fund the total costs, less any excess costs, of the Projects.

3.11 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (the “Board”) has established a maintenance reserve account pursuant to N.J.S.A. 18A:23A-14 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the maintenance reserve account to implement required maintenance and security activities for a school facility in the Readington Township School District as required pursuant to N.J.S.A. 18A:23A-14(d); and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14(d), the Board may, by resolution, transfer funds from the maintenance reserve account to the line items in the maintenance appropriations to fund the total costs of required maintenance and security activities and/or projects; and

WHEREAS, the Board has a desire to complete maintenance and security activities and/or projects; and

WHEREAS, the Board intends to transfer \$357,736.00 from its maintenance reserve account to its maintenance appropriations account to fund the total costs of the maintenance activities and/or projects;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of maintenance reserve to fund these activities and/or projects.

2. The Board hereby approves the total transfer of \$357,736.00 from the maintenance reserve account to the maintenance appropriations to fund the total costs of these activities and/or projects.

3.12 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (the “Board”) has established an emergency reserve account pursuant to N.J.S.A. 18A:23A-14 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the emergency reserve account to implement required security and emergency activities for a school facility in the Readington Township School District as required pursuant to N.J.S.A. 18A:23A-14(d); and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14(d), the Board may, by resolution, transfer funds from the emergency reserve account to the line items in the emergency appropriations to fund the total costs of required security and emergency activities and/or projects; and

WHEREAS, the Board has a desire to complete security and emergency activities and/or projects including that for security and safety in nature; and

WHEREAS, the Board intends to transfer \$57,264.00 from its emergency reserve account to its emergency appropriations account to fund the total costs of the security and emergency activities and/or projects;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of emergency reserve to fund these activities and/or projects.
2. The Board hereby approves the total transfer of \$57,264.00 from the emergency reserve account.

3.13 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education qualified for health benefit adjustments, enrollment adjustments, or utilized less than 2% of allowable tax levy in prior budget cycles; and

WHEREAS, the Readington Township Board of Education currently has an accumulated balance of \$253,460.00 in banked cap from the 2022-2023 school year and \$3,820.00 from the 2023-2024 school year; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education includes in the tentative budget the adjustment for banked cap in the amount of \$31,951.00, and in accordance with N.J.A.C. 6A:23A-10.3(b), the district has fully exhausted all eligible statutory spending authority. The adjustment will be used in the 2024-2025 school year for safety and security reasons among other eligible state-allowable purposes. The Board of Education will complete this by June 30, 2025 and acknowledges that it cannot be deferred or incrementally completed over a longer period of time.

3.14 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education qualified for a health benefit adjustment due to the significant health benefit cost increase of the State Health Benefit Plan run by the State of New Jersey; and

WHEREAS, based on budgeted health costs increases, the Readington Township Board of Education qualified for an amount of \$225,329.00 for potential use on the 2025-2026 budget and plans to keep \$225,329.00 as banked cap; and

NOW, THEREFORE, BE IT RESOLVED that the use of the health benefit adjustment in the budget is intended to be used for increased costs of health benefit premiums.

3.15 **Approval of Resolution – School District Accountability – A-5**

Three Bridges School	Parent Academy 3-D Print Sale	TBS Student Activity Account
Readington Middle School	Spring Dance/Activity Night & Bake Sale	RMS Student Council & Hugs for Brady
Readington Middle School	Showcase of Music Flower Sale	FPAC
Readington Middle School	Showcase of Music Snack & Water Sale	FPAC
Readington Middle School	African Library Project Book & Shipping Cost Donations	African Library Project

4.02 Motion to amend the November 14 motion 4.01 for the Empty Bowls Fundraiser recipient from Flemington Food Pantry to Clinton Food Pantry.

4.03 Motion to approve the following field trips for the 2023-2024 school year:

GROUP/GRADE	TRIP	LOCATION	COST TO PARENT
TBS/3	Hopewell Valley Tennis & Swim Club	Pennington, NJ	- 0 -
TBS/2	Misty Acres Farm	Readington, NJ	- 0 -
WHS/3-Drama Club & Story Club Students	Drama Club Presentation	HBS	- 0 -
Life Skills/4-8	Readington Fire Dept/EMS	Readington, NJ	- 0 -
Life Skills/6-8	Sorella's	Whitehouse Station, NJ	- \$10 -
Life Skills/4-8	Liberty Science Center	Jersey City, NJ	- 0 -

4.04 Motion to accept the Superintendent's recommendation and approve the following student placements in the Readington Township School District as follows:

STUDENT NAME	UNIVERSITY/COLLEGE PLACEMENT REQUEST	SCHOOL/COOPERATING TEACHER	EFFECTIVE DATES
Jada Bost	Raritan Valley Community College/Observation	Holland Brook School/Weiss	03/13/2024 - 06/30/2024
Mackenzie Fuchs	Raritan Valley Community College/Observation	Readington Middle School/Tundidor	03/13/2024 - 06/30/2024
Kaitlynn Kurtzo	Grand Canyon University/Observation & Student Teaching	Three Bridges School/Robb, Jones, Gras, Campuzano	09/01/2024 - 06/30/2025

4.05 Motion to ratify and approve Silvergate Prep for student H-202116, to provide home instruction starting February 12, 2024, for 10 hours per week at \$50.00 per hour, not to exceed 60 days.

4.06 Motion to ratify and approve home instruction for student, H-202117, to receive home instruction from Learn Well for 10 hours a week, at the rate of \$55.00 per hour, until April 30, 2024.

E. PERSONNEL

Committee Report: Mrs. Wolf provided minutes of the meeting held on March 6, 2024.

5. Motion to adopt 5.01 - 5.13

Motion: Mrs. Wolf

2nd: Mrs. Podgorski

Roll Call Vote: Carried 7 Yes

5.01 Motion to accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Andrea DeCampos	LTS Teacher/Kindergarten (TBS) 20-01-D2/ahu	\$63,680.00 MA Step 1 (prorated)	03/25/2024 - 06/30/2024
Alexandra Magliaro	Aide/Special Education (TBS) 30-03-D3/awk	\$19.32/hr. Aide NC Step 3	03/25/2024 - 06/30/2024

5.02 Motion to ratify and accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Nicole Lepinski	LTS Clerical Aide (RMS) 50-01-D4/amw	Sub rate for the first 20 days, \$18.29/hr. Step 11 thereafter	On or about 03/12/2024 - 06/30/2024

5.03 Motion to approve Alexandra Magliaro, as bus aide for student #5046008432 from March 25, 2024 - June 30, 2024, at the contractual rate, not to exceed 12 hours per week.

5.04 Motion to extend Kristi Dauernheim, as bus aide for student S-049, until June 30, 2024, at the contractual rate, not to exceed 10 hours per week.

5.05 Motion to approve the following resignation:

NAME	POSITION	EFFECTIVE DATE
Edward Dubroski	Teacher/PE/Health (TBS) 20-03/D2/agn	04/19/2024
Alexis Ulloa	Aide/Special Education (TBS) 30-03-D3/awk	03/28/2024

5.06 Motion to accept the Superintendent's recommendation and approve the following retirements with appreciation for their years of service:

NAME	POSITION	EFFECTIVE DATE
Linda Rad	Bus Driver (Transp) 80-06-D6/ani	June 30, 2024
Ruby DeStefano	Bus Driver (Transp) 80-06-D6/aod	June 30, 2024
Sharon Nilsen	Teacher/Intervention (TBS) 20-03-D3/afw	June 30, 2024

5.07 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teachers/Aides/Nurses/Bus Drivers paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

- Policy 2423 - Bilingual Education
- Policy 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries

VIII. UNFINISHED BUSINESS

- Dr. Hart highlighted board tours that occurred on March 11 at Readington Middle School, Whitehouse School and private preschool providers. The next board tour shall be held on March 21 at Holland Brook School and Three Bridges School. Board members thanked Dr. Hart and administration for hosting.
- Dr. Hart provided an update on the Board Self Evaluation process utilizing the New Jersey School Boards Association survey template with Ms. Wilson analyzing the results for a board retreat in summer of 2024.

IX. NEW BUSINESS FROM BOARD

- None

X. OPEN TO THE PUBLIC

- A community member provided his thoughts on filling a vacant board seat.
- A parent thanked the board for their dedication and service as well as the members of the community for running for the vacancy.

XI. EXECUTIVE SESSION - 8:55 p.m.

Motion: Mrs. Fiore

2nd: Mrs. Wolf

Roll Call Vote: Carried 7 Yes

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 Board member vacancy and RTAA negotiations for approximately 30 minutes at which time the Board expects to return to Public Session where no action shall be taken. 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.

XII. RETURN TO PUBLIC SESSION - 10:21 p.m.

Motion: Mrs. Fiore

2nd: Mrs. Podgorski

Roll Call Vote: Carried 7 Yes

XIII. ADJOURNMENT - 10:21 p.m.

Motion: Mrs. Fiore

2nd: Mrs. Podgorski

Roll Call Vote: Carried 7 Yes

Respectfully submitted,

Mr. Jason M. Bohm
Business Administrator/Board Secretary

Dr. Camille Cerciello
President, Board of Education