

READINGTON TOWNSHIP BOARD OF EDUCATION
 Holland Brook School Board of Education Meeting Room
 Regular Meeting 6:00 p.m.
 February 4, 2020

MINUTES

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

Laura Simon called the meeting to order at 6:00 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.

ROLL CALL:

Ray Egbert		Carol Hample		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

Present: Carol Hample, Robyn Mikaelian, Carolyn Podgorski, Thomas Wallace, Anna Shinn, Laura Simon

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

Absent: Ray Egbert, Andrew Saunders, Eric Zwerling

Eric Zwerling arrived at 6:02 p.m.

Flag Salute

Superintendent’s Report

- The following departments presented their tentative budgets for the 2020-2021 school year:
 - Anthony Tumolo, Curriculum & Instruction Supervisor (SEL & Special Projects), Sarah Pauch, Supervisor of Math, Science and Technology, and Sherry Krial, Supervisor of Curriculum & Instruction, for the Curriculum, Instruction & Professional Development Department
 - Karen Tucker, Supervisor of Pupil Services, for the Pupil Services Department
 - Jim Belske, Coordinator of Information Technology, for the Technology Department, as well as the following capital projects/major upgrades:
 - upgrade of interactive whiteboards at Readington Middle School
 - refresh of grades 6 and 7 student Chromebooks
 - teacher laptops that are 6 years old, providing docking stations at Readington Middle School

- digital displays in the schools and cafeteria
 - updated sound system in the Readington Middle School cafeteria
 - network router and switch upgrades
 - battery backups and POTs lines
- Dr. Hart announced that Readington Middle School has been selected as a 2020 New Jersey Green Ribbon School, which now all four schools in the district have qualified for, an extremely rare and great accomplishment
- Dr. Hart reviewed the draft school calendar for the 2020-2021 school year, with approval anticipated to occur on February 25, 2020
- Dr. Hart reviewed the current board meeting schedule for 2020 calendar year, highlighting a change in the start time on April 7th to 6:00 p.m. for a strategic plan work session before a standard board meeting at 6:30 p.m., and separately a change of board meeting date from August 25th to August 17th to prevent conflict with Hunterdon Central orientation

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

- Eric Zwerling highlighted that 50th anniversary of Earth Day, and Dr. Hart announced tentative plans to celebrate such events potentially together

CORRESPONDENCE

- Email J.S. - School Calendar

ADMINISTRATIVE REPORTS

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 6 Yes
(Mr. Zwerling abstained 2.01–2.02)

2.01 Motion to approve the Meeting Minutes January 21, 2020.

2.02 Motion to approve the Meeting Minutes January 21, 2020.

FINANCE/FACILITIES

Committee Report: Carol Hample presented the minutes of the meeting held January 28, 2020.

Motion to adopt 3.01 - 3.09

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 7 Yes

- 3.01 Motion to approve the **Bill List** for the period from **January 23, 2020** through **February 5, 2020** for a total amount of **\$202,368.97**.
(Attachment 3.01)

- 3.02 Motion to approve **District Travel Schedule as of February 4, 2020** for a Total amount of **\$370.26**.
(Attachment 3.02)

- 3.03 Motion to ratify and approve **Payroll** for the month of **December 2019** for a total amount of **\$2,102,173.23**.
(Attachment 3.03)

- 3.04 Motion to ratify and approve the following **Account Transfers** for **December 1, 2019 through December 31, 2019**.
(Attachment 3.04 - 3.04a)

- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: December 31, 2019 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 2019 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. 6:23-2.11(c)4, we certify that as of December 31, 2019 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 December 31, 2019.
(Attachment 3.05 & 3.05a)

- 3.06 Motion to approve the following resolution regarding authorization and submission of projects and a new Long Range Facility Plan:

WHEREAS, the Readington Township Board of Education approved a contract for professional architectural services with SSP Architects for the development of plans and specifications for various facility projects; and

WHEREAS, these facility projects are required to be submitted to the State Department of Education; and

WHEREAS, these facility projects are anticipated to be funded through local sources since they are considered to be other capital projects; and

WHEREAS, it is necessary to approve a new district's long range facility plan;

NOW, THEREFORE BE IT RESOLVED that the Readington Township Board of Education approved the submission of the LRFP to the State of New Jersey Department of Education during its January 21, 2020 Board meeting; and

FURTHERMORE, included therein the following other capital projects not eligible for state funding and included in the 2020-2021 budget are as follows:

<u>School</u>	<u>Project</u>	<u>Project Number</u>
Holland Brook School	Roof	4350-030-20-1000

- 3.07 Motion to approve a Professional Services Contract with SSP Architects for the following projects and fees:

Roof \$36,500

Ancillary fees Not to exceed \$ 1,500

WHEREAS, it was necessary to incur costs for professional architectural services during the current year in preparation for construction in the summer of 2020; and

NOW THEREFORE BE IT RESOLVED, that the Readington Township Board of Education approves the withdrawal of the above amounts from capital reserve effective immediately.

- 3.08 Motion to approve the Business Administrator to solicit bids for Holland Brook School roof project commencing during the 2020-2021 school year.

- 3.09 Motion to approve the authorization of the Business Administrator to submit a Direct Install application and enter into a participation agreement with the New Jersey Clean Energy Program for Whitehouse School and Three Bridges School relating to energy upgrades during the 2020-2021 school year at a district cost not to exceed \$40,000.00 per school utilizing capital reserve funds, with the State of New Jersey funding the remaining 80% of the total cost under program guidelines.
(Attachment 3.09)

EDUCATION/TECHNOLOGY

Committee Report - None

Motion to adopt 4.01 - 4.04

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 7 Yes

- 4.01 Motion to approve Integrated Speech Pathology, LLC for the 2019-2020 school year to complete an Augmentative and Alternative Communication Evaluation plus 1 hour meeting at a rate of \$1,230.00.

- 4.02 Motion to approve Integrated Speech Pathology, LLC for the 2019-2020 school year for family/staff meetings, IEP meetings & training at a rate of \$130.00 per hour.

- 4.03 Motion to ratify and approve home instruction for student H-191 from January 13, 2020 through February 14, 2020.

- 4.04 Motion to ratify and approve home instruction for student H-192 from January 22, 2020 through February 21, 2020 for 10 hours per week. Services to be provided by Rutgers University Behavioral Health Care at a rate of \$65.00 per hour.

PERSONNEL

Committee Report - None

Motion to adopt 5.01 - 5.04

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 7 Yes

- 5.01 Motion to ratify and approve Cathy Patrick and Mary Padavano to provide home instruction to student H-191 from January 13, 2020 through February 14, 2020 for 5 hours per week collectively at their contractual rate.

- 5.02 Motion to accept the Superintendent's recommendation and approve stipends for the following teachers to facilitate courses for the Readington Township 2020 Spring Teacher Academy Program.

FACILITATOR'S NAME	SCHOOL	SESSION	STIPEND
Adhikari, Gargi	HBS	SMART Suite is SWEET! - Gr. 4-8	\$90
Adhikari, Gargi	HBS	SMART Suite is SWEET! - Gr. K-3	\$90
Bengels, Emily	WHS	Words Matter: Creating Inclusive Communities	\$90
Bengels, Emily	WHS	Basic Spanish - Part 1	\$135
Bengels, Emily	WHS	Basic Spanish - Part 2	\$135
Capone, Lindsay	RMS	Alternative Grading in Language Arts	\$90
Capone, Lindsay	RMS	Notice and Note Signposts	\$60
Connelly, Adam	RMS	Building the School to Home Connection Gr. 4-8	\$90
Connelly, Adam	RMS	Building the School to Home Connection Gr. Pre-K - 3	\$90
Connelly, Adam	RMS	Connection Circles	\$60
Daly, Will	RMS	The Impact of Fake News on American Democracy and the Classroom	\$90
Dauernheim, Kristi	TBS	Social Behaviors in the Classroom	\$90
Dauernheim, Kristi	TBS	Book Study: Secret Sauce	\$90
Maraventano, Nicole	Curriculum	Analyzing Literably Data - Gr. 4-8	\$90
Maraventano, Nicole	Curriculum	Analyzing Literably Data - Gr. 2-3	\$90
Maraventano, Nicole	Curriculum	Fluency in Reading - Gr. 4-8	\$90
Maraventano, Nicole	Curriculum	Fluency in Reading - Gr. 2-3	\$90
Myers, Allison	RMS	Navigating the New Epson Interactive Projector	\$90
O'Neil, Brian	RMS	The Power of Podcasting in the Classroom	\$90

Rehrig, Jodi	Curriculum	SMART Suite is SWEET! - Gr. 4-8	\$90
Rehrig, Jodi	Curriculum	SMART Suite is SWEET! - Gr. K-3	\$90
Rehrig, Jodi	Curriculum	Ready Classroom & Mastering Fluency with Struggling Learners	\$90
Roarty, Ann	RMS	Book Study: Kids Deserve It	\$90
Roarty, Ann	RMS	Book Study: Kids Deserve It	\$90
Singer, Stephanie	RMS	Lessons from Nashville: An Overview of AMLE Conference Sessions	\$90
Weintraub, Leslie	TBS	Book Study: The Gift of Failure Book Study	\$60

5.03 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:

NAME	POSITION
Kelly Hunt	Substitute Bus Driver

5.04 Motion to accept the Superintendent's recommendation and ratify the following position control change and designated transfer for the 2019-2020 school year:

NAME	CHANGE	POSITION NUMBER	TITLE/ LOCATION	SALARY	EFFECTIVE DATE
Beth Heiart - Hanrahan	Transfer From:	30-03-D3/bah	Aide/Special Ed (TBS)	\$20.36/hr Aide C Step 6	02/03/2020 - 06/30/2020
	To:	30-04-D3/aft	Aide/Special Ed (WHS)		

COMMUNICATION

Committee Report: None

Motion to adopt 6.01

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 7 Yes

6.01 Motion to approve the following attached policies and regulations for second reading:
(Attachment 6.01)

- Policy 0144 - Board Member Orientation and Training
- Policy 8600 - Student Transportation
- Regulation 8600 - Student Transportation

UNFINISHED BUSINESS

NEW BUSINESS FROM BOARD

- Robyn Mikaelian attended this month's Garden State Coalition of Schools meeting, which included a speaker for SEL for NJ, juvenile justice, job fair, and other programs for SEL.

OPEN TO THE PUBLIC

- Zelia Lopes Shreiber, School Behaviorist, and parent of an 8th grade student shared concerns about increased behavior needs of students in the district including but not limited to the BD program, the autism program, and other ongoing programs based on changing student needs within the district. She indicated the current structure is not ideal and requested more staff and support to help students succeed long-term. She further shared thoughts on how paraprofessionals could input data to monitor student's growth even if only an extra half hour in duration. Most importantly she requested to design future budgets to keep the students' needs at the heart of our decision making.

EXECUTIVE SESSION - 7:07 p.m.

Motion: Mrs. Shinn Second: Mr. Wallace 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 HIB, negotiations, and a legal matter for approximately 30 minutes at which time the Board expects to return to Public Session where no action will 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.

Mr. Wallace and Mrs. Mikaelian left the meeting.

RETURN TO PUBLIC SESSION - 8:41p.m.

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 4 yes

ADJOURNMENT

Motion to Adjourn at 8:42 p.m.

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 5 Yes

Respectfully submitted,

**Jason M. Bohm
Business Administrator/Board Secretary**

**Laura Simon
President, Board of Education**