

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 6:00 p.m.
February 5, 2019

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.

Present: Jared Beatrice, Carol Hample, Robyn Mikaelian, Andrew Saunders, Anna Shinn, Laura Simon

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

Absent: Ray Egbert, Tom Wallace, Eric Zwerling

Ray Egbert arrived at 6:01 p.m.

Eric Zwerling arrived at 6:04 p.m.

Tom Wallace arrived at 7:06 p.m.

Flag Salute

Superintendent's Report

- Dr. Hart announced that Betsey Freeman and students will be investigating vertical gardening with this \$2,000 grant from Sustainable Jersey/NJEA.
- Dr. Hart discussed the draft 2019-2020 school calendar which builds in 3 snow days (contingencies marked in blue), the staff development days per contract which he worked with committees/union/administration to develop modifications will be reviewed in committee and future board agendas.
- Budget Presentations
 - Dr. Stacey Brown, Supervisor of Humanities, Sarah Pauch, Supervisor of Math, Technology & Science, and Sherry Krial, Supervisor of Curriculum and Instruction, presented and answered questions from the board regarding Curriculum, Instruction & Professional Development.
 - Karen Tucker, Supervisor of Pupil Services, presented and answered questions from the board regarding Pupil Services.
 - Jim Belske, IT Coordinator, presented and answered questions from the board regarding Technology.

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

- None

CORRESPONDENCE

- Email S.M.
- Email W.D.

ADMINISTRATIVE REPORTS

Motion to adopt 1.01

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 8 Yes

(Mrs. Mikaelian abstained)

1.01 Motion to accept the HIB reports and affirm the Superintendent's decision on the following cases:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
4	RMS	11/27/2018	Yes
5	HBS	12/17/2018	Yes

MINUTES

Mrs. Hample suggested change to minutes to read “obtain” to replace appropriate section in Unfinished Business with typo. The change was accepted by board.

Motion to adopt 2.01 - 2.02

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 7 Yes

(Mr. Saunders & Mr. Zwerling abstained 2.01-2.02; Mrs. Mikaelian abstained 2.02)

2.01 Motion to approve the Meeting Minutes January 15, 2019.

2.02 Motion to approve the Executive Session Meeting Minutes January 15, 2019.

FINANCE/FACILITIES

Committee Report: Ray Egbert provided a report from two meetings held on January 25, 2019 and on January 31, 2019.

Motion to adopt 3.01- 3.10

Motion: Mrs. Shinn Second: Mr. Egbert Roll Call Vote: Carried 9 Yes

3.01 Motion to approve the **Bill List** for the period from **January 17, 2018** through **February 6, 2019** for a total amount of **\$229,880.55**.
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule February 5, 2019** for a total amount of **\$1,630.73**.
(Attachment 3.02)

3.03 Motion to approve **Payroll** for the month of **December 2018** for a total amount of **\$2,080,886.44**.
(Attachment 3.03)

3.04 Motion to approve the following **Account Transfers** for **December 1, 2018 through December 31, 2018**.
(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, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 2018 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, 2018 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, 2018.
(Attachment 3.05 & 3.05a)

3.06 Motion to approve the Integrated Preschool Program tuition rate of \$385.00 per child, per month with a Transportation option for an additional amount of \$100.00 round trip per month/per family or \$50.00 one way per month/per family, for the 2019-2020 school year.

3.07 Motion to adopt the following resolution:

WHEREAS, the Readington Township Board of Education (hereinafter referred to as the "Board") advertised for RFPs for Internet and WAN service under the E-Rate program (hereinafter referred to as the "Services"); and

WHEREAS, on January 8, 2019, the Board received three (3) RFPs for the Services, as reflected on the attachment; and

WHEREAS, the highest score based on the rubric for services was submitted by Century Link in accordance with the following chart:

VENDOR	RFP SCORE
Century Link	4.2
Comcast	3.35
Cytranet	1.4

WHEREAS, the Board is desirous of awarding the contract to Century Link;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the RFP for the Internet and WAN service under the E-Rate program in the amount of \$36,036 representing the total contract sum for at all locations for 3 years with either two - one year renewals or one - two year renewal options.

BE IT FURTHER RESOLVED that the Board Secretary is hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.
(Attachment 3.07)

3.08 Motion to approve the following resolution regarding authorization and submission of projects and amendments to the 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 to be included in the 2019-20 budget; and

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

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

WHEREAS, it is necessary to approve an amendment to the district's long range facility plan;

NOW, THEREFORE BE IT RESOLVED that the Readington Township Board of Education approves the submission of the following other capital projects not eligible for state funding and as an amendment to the district's long range facility plan:

<u>School</u>	<u>Project</u>	<u>Project Number</u>
Three Bridges School	Condensate Tank	4350-060-19-1000
District Wide	IT Equipment Upgrades	4350-030-19-1000 4350-050-19-1000 4350-060-19-1000 4350-070-19-1000

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

Vestibules	\$83,250
Ancillary fees	Not to exceed \$10,000

WHEREAS, it was necessary to incur costs for professional architectural services during the current year in preparation for construction in the summer of 2019; 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.

- 3.10 Motion to approve the Business Administrator to solicit bids for district wide Vestibules project commencing during the 2019-2020 school year.

EDUCATION/TECHNOLOGY

Committee Report: None

Motion to adopt 4.01- 4.08

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 9 Yes

- 4.01 Motion to accept a \$2,000 grant from the 2018 Sustainable Jersey grants funded by 2018 NJEA-funded cycle. The grant will be utilized by Readington Middle School for vertical gardens.

- 4.02 Motion to apply for and accept a grant in the amount of \$300 from New Jersey Makers Day to be used for the Readington Middle School Library.
- 4.03 Motion to ratify and extend home instruction services for student H-184 from January 1, 2019 through January 11, 2019. Services provided by Professional Education Services, Inc. at a rate of \$30.00 per hour.
- 4.04 Motion to approve and ratify home instruction for student H-188 effective January 21, 2019 through February 28, 2019.
- 4.05 Motion to accept the Superintendent's recommendation and approve the following College Student Placements in the Readington Township School District as follows:

STUDENT	SCHOOL/PROGRAM	COOPERATING TEACHER/SCHOOL	EFFECTIVE DATES
Liza Cruz	Raritan Valley-Centenary Partnership/Observation	Linda Riess/HBS	10 – 12 hours over the Spring Semester 2019
Devon Emerick	Raritan Valley-Centenary Partnership/Observation	Colleen DiGregorio/HBS	10 – 12 hours over the Spring Semester 2019
Bethany Mantineo	Raritan Valley-Centenary Partnership/Observation	Colleen Ogden/HBS	10 – 12 hours over the Spring Semester 2019
Haley Bradley	Kean University/Junior Practicum	Gargi Adhikari and Lauren Mahoney/HBS	February – May 2019, 2 days @ week

- 4.06 Motion to amend motion 4.07 from the January 15, 2019 BOE Agenda for Psychiatric Evaluations provided by Hunterdon Behavioral Health in the amount of \$1,260.00.
- 4.07 Motion to accept a donation in the amount of \$650 from the HSA for purposes of hosting Screenagers film, and authorize the Business Administrator to execute the licensing agreement.

4.08 Motion to approve the following students for the Preschool Integrated Program at Three Bridges School for the 2018-2019 school year:

Student ID #:

964432	882032
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PERSONNEL

Committee Report: Jared Beatrice provided a report from meeting held on January 28, 2019.

Motion to adopt 5.01 - 5.05

Motion: Mr. Egbert Second: Mr. Wallace Roll Call Vote: Carried 9 Yes

5.01 Motion to approve the following Three Bridges School club advisor for the 2018-2019 school year, stipend per their contractual rate.

ADVISORS	CLUB
Dana Pierro	Art Club

5.02 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
Olivia Vliet	Substitute Teacher/Aide
Patricia Nisivoccia	Substitute Teacher/Aide

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Christine Hatfield	Teacher/4th Grade Leave Replacement Teacher (HBS) (20-02-D2/aca) (Non-Tenured track)	Substitute rate for the first 20 consecutive days, BA, Step 1 per diem rate thereafter	2/06/2019 - 3/20/2019

5.04 Motion to accept the Superintendent's recommendation and approve stipends for the following teachers facilitating courses for the Readington Township 2019 Spring Teacher Academy Program:

FACILITATOR	SCHOOL	SESSION	STIPEND
Bengels, Emily	WHS	Treasure Hunt Workshop	\$135
Bengels, Emily	WHS	Learning from the Rescuers	\$135
Burlew, AnnMarie	TBS	Place Value	\$90
Capone, Lindsay	RMS	SEL/Character Education in the classroom: Tips and Tricks - Grades 4-8	\$90
Capone, Lindsay	RMS	SEL/Character Education in the classroom: Tips and Tricks - Grades K-3	\$90
Capone, Lindsay	RMS	Google Classroom Basics - Grades 4- 8	\$90
Capone, Lindsay	RMS	Google Classroom Basics - Grades K-3	\$90
Greenberg, Lauren	RMS	Google Extensions	\$90
Greenberg, Lauren	RMS	Google Extensions	\$90
Heller, Jen	TBS	Strategies to Help Students Manage Stress, Anxiety and Anger in the Classroom	\$90

Higdon, Jen	TBS	Thinking Outside the "Block" - Tips and Tools for Guided Reading & Maximizing Reading Time for All Students	\$90
MacDade-Cecala, Kate	RMS	Intro to Google Maps, Google Earth & Geospatial Tools	\$90
MacDade-Cecala, Kate	RMS	Advanced Google Maps, Google Earth & Geospatial Tools	\$90
Morgan, Kate	RMS	Using Comprehensible Input in the World Language Classroom	\$135
Nagel, Jenna	TBS	Place Value	\$90
Ogden, Colleen	HBS	Book Study: Blended Learning	\$90
Ogden, Colleen	HBS	Book Study: Blended Learning	\$90
Patterson, Kelly	HBS	Rethinking Homework	\$135
Rehrig, Jodi	HBS	Rethinking Homework	\$135
Shashkewych, Vera	TBS	Orchestrating Mathematical Discourse	\$135
Squire, Carrie	TBS	Strategies to Help Students Manage Stress, Anxiety and Anger in the Classroom	\$90
Tundidor, Jillian	RMS	Google Apps Refresher - Grades 4-8	\$135
Tundidor, Jillian	RMS	Google Apps Refresher - Grades K-3	\$135
Yunos, Paul	RMS	Yoga for Beginners - Grades 4-8	\$90
Yunos, Paul	RMS	Yoga for Beginners - Grades Pre K - 3	\$90

5.05 Motion to approve and ratify Yolanda Lima to provide home instruction for student H-188 for 5 hours per week at her contractual rate effective January 21, 2019 through February 28, 2019.

COMMUNICATION

Committee Report: Robyn Mikaelian provided a committee report from January 24, 2019.

Motion to adopt 6.01

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 9 Yes

6.01 Motion to approve the following policies and regulation for first reading:

- Policy 2610 - Educational Program Evaluation
- Policy 5337 - Service Animals
- Policy 7440 - School District Security
- Regulation 7440 - School District Security
- Policy 8561 - Procurement Procedures for School Nutrition Programs
- Policy 8860 - Memorials

UNFINISHED BUSINESS

- None

NEW BUSINESS FROM BOARD

- None

OPEN TO THE PUBLIC

- None

EXECUTIVE SESSION 7:27 p.m.

Motion: Mrs. Shinn Second: Mr. Egbert Roll Call Vote: Carried 9 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 a student matter (HIB) and legal matters relating to employee 5885 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, if is not presently known when such circumstances will exist.

RETURN TO PUBLIC SESSION 7:54 p.m.

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 9 Yes

ADJOURNMENT

Motion to Adjourn at 7:55 p.m.

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 9 Yes

Respectfully submitted,

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