

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

Holland Brook School  
Regular Meeting 6:00 p.m.  
February 21, 2023

## **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.

### **CALL TO ORDER BY BOARD PRESIDENT – OPEN PUBLIC MEETINGS ACT**

Mrs. Hample 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:** Mrs. Bettermann, Mrs. Fiore, Mrs. Mencer, Mr. Peach, Mrs. Podgorski, Mrs. Ryan, Mrs. Wolf, Dr. Cerciello, Mrs. Hample

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

**Absent:** None

### **I. FLAG SALUTE**

### **II. SUPERINTENDENT'S REPORT**

- Dr. Hart celebrated Aubrey Anatra (8th Grade Student) and her work in a new Civics Course at Readington Middle School including the project on Mill Round Bridge, which she has presented to the Town Council and County. Mr. Daly, Readington Middle School Teacher, shared lessons and thoughts of a new Civics Course being held at the middle school thanking Mrs. Mary Melfi, County Clerk, for assisting in scheduling multiple legislatures visit the school as part of the program. Mr. Daly talked about Project Citizen, with students pursuing individual projects. Such as school start times, abortion, local homelessness and assistance, among others. Mr. Charleston shared wonderful accolades on the work of the students and staff to make this Civics Class a tremendous success.
- Marci Cole, Transportation Supervisor, presented the 2023-2024 Transportation Department budget. Don Race, Facilities Manager, presented the 2023-2024 Facilities Department budget. Mr. Bohm, Business Administrator, presented the 2023-2024 Central Administration budget. Personnel and Benefits budget is deferred to executive session due to nature of topic matter.

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

- Mr. Charleston, RMS Principal and Mrs. Goodfellow called attention to the 2nd reading of therapy dog policy to allow for such a program to exist in the middle school and potentially beyond in the coming months and year. It is a great opportunity for everyone.

### **IV. CORRESPONDENCE**

- Email K.G. - Book
- Email A.D. - Book
- Email D.D. - Book
- Email H.R. - Book
- Email K.E. - Support Librarian
- Email K.F. - Book
- Email M.D. - Book
- Email M.S. - Book
- Email J.K. - Book

## V. BOARD ACTION

### A. APPROVAL OF ADMINISTRATIVE REPORTS

### B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02  
**Motion: Dr. Cerciello**                      **2<sup>nd</sup>: Mr. Peach**                      **Roll Call Vote: Carried 9 Yes**  
(Mrs. Wolf abstained 2.02 only)
- 2.01 Motion to approve the Meeting Minutes February 7, 2023.
- 2.02 Motion to approve the Executive Session Minutes February 7, 2023.

### C. FINANCE/FACILITIES

**Committee Report:** Dr. Cerciello provided minutes of the meeting held on February 14, 2023.

3. Motion to adopt 3.01 - 3.09  
**Motion: Dr. Cerciello**                      **2<sup>nd</sup>: Mr. Peach**                      **Roll Call Vote: Carried 9 Yes**
- 3.01 Motion to approve the **Bill List** for the period from **February 10, 2023 through February 22, 2023** for a total amount of **\$1,504,211.49**.  
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule February 21, 2023** for a total amount of **\$949.96**.  
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **January 2023** for a total amount of **\$2,166,942.67**  
(Attachment 3.03)
- 3.04 Motion to ratify and approve the following **Account Transfers for January 1, 2023 through January 31, 2023**.  
(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for January 1, 2023 through January 31, 2023**.  
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: January 31, 2023 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of January 31, 2023 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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Jason M. Bohm, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of January 31, 2023 and 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 January 31, 2023.  
(Attachment 3.06-3.06a)

3.07 Motion to approve the following Resolution:

**WHEREAS**, the Readington Township Board of Education is in receipt of the Annual Comprehensive Financial Report FY 2021-22 (ACFR) and the Auditor’s Management Report as prepared and submitted by Bedard, Kurowicki & Co., CPA and

**WHEREAS**, the Board of Education is required to accept the report and approve no corrective action plans recommendations from the auditing firm,

**NOW, THEREFORE, BE IT RESOLVED** that the Readington Township Board of Education accepts and files with the Department of Education the Annual Comprehensive Financial Report and Management Report on Administrative Compliance and Performance for the Fiscal Year Ended June 30, 2022. (Attachment 3.07)

3.08 Motion to approve the following resolution:

**WHEREAS**, the Readington Township Board of Education has contracted with Pritchard Industries, Inc., with offices located at 147 Columbia Turnpike, Florham Park, NJ 07932 for the period of July 1, 2019 through June 30, 2021 to provide custodial services for evening hours; and

**WHEREAS**, said contract provides that the parties, may, at their option agree to renew the contract for up to two additional one-year periods, in accordance with the provisions of N.J.S.A 18A-42, which requires that the terms and conditions of the extensions shall remain substantially the same in the original contract; and

**WHEREAS**, the Readington Township Board of Education renewed the contract for two additional one-year periods through June 30, 2022 and June 30, 2023, exhausting the ability to renew the existing contract beyond June 30, 2023, thereby requiring the Readington Township Board of Education to bid out such services as exceed the bid threshold per the State of New Jersey; and

**NOW, THEREFORE BE IT RESOLVED**, the Readington Township Board of Education authorizes the Business Administrator to solicit bids for evening custodial services for the 2023-2024 school year onward, with results subject to board approval at a future board meeting based on results of solicitation and acceptability of bids received.

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

Three Bridges School Boiler \$13,500.00

Ancillary fees/reimbursables \$1,500.00

**WHEREAS**, it was necessary to incur costs for professional architectural services during the current year in preparation for construction in the summer of 2023; 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.

**D. EDUCATION/TECHNOLOGY**

**Committee Report - None**

4. Motion to adopt 4.01 - 4.08

**Motion: Mrs. Mencer**  
(Mrs. Ryan voted No to 4.08 only)

**2<sup>nd</sup>: Dr. Cerciello**

**Roll Call Vote: Carried 9 Yes**

4.01 Motion to approve and accept the third round of Supply Chain Assistance funding for cafeteria program in amount of \$15,979.05 for 2022-2023 school year.

4.02 Motion to accept the Superintendent’s recommendation and approve the following student placement in the Readington Township School District as follows:

STUDENT NAME	UNIVERSITY/COLLEGE	SCHOOL/COOPERATING TEACHERS	EFFECTIVE DATE
Jennifer Monteiro	Raritan Valley Community College Observation	Readington Middle School/Allison Lovering & Shaina Mirsky	February 2023 - April 2023

4.03 Motion to approve the following Whitehouse School, Grade 2 field trip change:

ORIGINAL TRIP	TRIP CHANGE	LOCATION	COST TO PARENT
Morristown or RVCC Theatre	The State Theatre	New Brunswick, NJ	No Change

4.04 Motion to approve an additional field trip for the 2022-2023 school year:

GROUP/GRADE	TRIP	COST TO PARENT
RMS French Class/Grade 7	Holland Brook School	None

4.05 Motion to approve Integrated Speech Pathology, LLC, for professional development training on the District In-Service Day, March 17, 2023, at the contractual rate of \$200.00 per hour, not to exceed 5 hours.

4.06 Motion to approve Nation's First Center of Excellence for Tourette Syndrome, for professional development training on the District In-Service day, March 17, 2023, for 1 hour virtually at the rate of \$175.00 per hour.

4.07 Motion to authorize the Affirmative Action team to conduct a Needs Assessment and develop a Comprehensive Equity Plan, implement the plan over a three-year period of time, and submit an annual Statement of Assurance of its implementation and progress.

4.08 Motion to approve Montclair State University to conduct the New Jersey Middle School Risk and Protective Factor Survey on behalf of the New Jersey Department of Human Services to all 7th and 8th grade students with documented parental permission.

## E. PERSONNEL

**Committee Report** - Mrs. Podgorski provided minutes of the meeting held on February 20, 2023.

5. Motion to adopt 5.01 - 5.06

**Motion: Mr. Peach**

**2<sup>nd</sup>: Dr. Cerciello**

**Roll Call Vote: Carried 9 Yes**

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Elizabeth Duque	Bus Driver (Transportation) 80-06-D6/anx	\$31.25/hr. Step 11	02/15/2023 - 06/30/2023
	Cafeteria Aide (TBS) 40-03-D3/bao	\$15.00/hr. Step 1	02/15/2023 - 06/30/2023

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

NAME	POSITION
Patricia Stanberg	Substitute Secretary/Clerical



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/benefits budget, RTEA negotiations, HIB, and legal matter for approximately 45 minutes at which time the Board expects to return to Public Session where shall not 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.

Mrs. Hample left the meeting at 7:42 p.m.

**X. RETURN TO PUBLIC SESSION - 7:53 p.m.**

**Motion: Mr. Peach**

**2<sup>nd</sup>: Mrs. Mencer**

**Roll Call Vote: Carried 8 Yes**

**XI. ADJOURNMENT - 8:01 p.m.**

**Motion: Mrs. Wolf**

**2<sup>nd</sup>: Mr. Peach**

**Roll Call Vote: Carried 8 Yes**

**Respectfully submitted,**

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

**Carol Hample  
President, Board of Education**