

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 6:00
July 22, 2014

Minutes

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

President Livingston called the meeting to order at 6:08 and announced at the meeting was being held in compliance with the Open Public Meetings Act and is open to the media and public. Notices were duly posted, and the meeting was advertised in the Hunterdon County Democrat. Formal action was be taken.

Present: Barbara Dobozynski (arrived at 7:26), Wayne Doran, Ray Egbert, William Goodwin, Vincent Panico, Cheryl Filler, David Livingston

Absent: Eric Zwerling

Also Present: Steffi-Jo DeCasas, School Business Administrator/Board Secretary

EXECUTIVE SESSION

Motion: Mr. Livingston **Second:** Mrs. Simon **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 Negotiations Update, Superintendent's Evaluation, and litigation matters for approximately 90 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 FROM EXECUTIVE SESSION

David Livingston called the meeting back to order in public session at 6:59.

SUPERINTENDENT'S REPORT – Dr. Sargent is attending the Green Ribbon Award Ceremony in Washington, D.C. with Principal Higgins and two additional staff members.

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

None

CORRESPONDENCE – DK email correspondence

ADMINISTRATIVE REPORTS

Adoption of 1.01

Motion: Mrs. Filler

Second: Mrs.Simon

Roll Call Vote: Carried- 7 yes

1.01 Enrollment and Drill Reports

MINUTES

Adoption of 2.01- 2.03

Motion: Mr. Panic

Second: Mrs.Simon

Roll Call Vote: 7 yes, 0 no
Goodwin Abstained 2.02
Filler Abstained 2.01

2.01 Motion to approve the Minutes of June 10, 2014.

2.02 Motion to approve the Minutes of June 24, 2014.

2.03 Motion to approve the Executive Session Minutes of June 24, 2014.

FINANCE/FACILITIES

Meeting prior to Board meeting

Adoption of 3.01- 3.13

Motion: Mr. Goodwin

Second: Mr. Doran

Roll Call Vote: Carried -7 yes

- 3.01 Motion to approve the **Bill List** for the period from **June 26, 2014** through **July 23, 2014** for a total amount of **\$1,920,125.74**. (Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule July 22, 2014** for a total amount of **\$3,272.45**. (Attachment 3.02)
- 3.03 Motion to approve **Account Transfers** for **June 1, 2014** through **June 27, 2014**. (Attachment 3.03)
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: May 31, 2014 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of May 31, 2014 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.

Steffi-Jo DeCasas, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as May31, 2014 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 May31, 2014.

- 3.05 Motion to approve the Membership Renewal and the Indemnity and Trust Renewal Agreement with SAIF (School Alliance Insurance Fund) for the 2014-2015 school year, per the attached resolutions 3.05
- 3.06 Motion to appoint Brown and Brown Advisors, of Lambertville and CBIZ Centric, of New Providence, as risk management consultants for the Readington Township Board of Education for the 2014-2015 school year, in accordance with the attached resolution 3.06.
- 3.07 Motion to approve the School Alliance Insurance Fund Resolution for renewal of membership. Attachment 3.07

3.08 Motion to submit the following for year 2014 grant applications and acceptance of funds:

NCLB:

Title I	\$ 53,204
Title IIA	\$ 25,513
Title III	\$ 509

IDEA:

Basic	\$ 388,239
Preschool	\$ 13,046

3.09 Motion to approve the district's food service contract (year 4 extension) with Maschio's Food Services Inc. for the 2014-15 school year, with the following provisions in accordance with the proposal provided by Maschio's Food Services, Inc. in response to the District's RFP which was opened on May 24, 2011.

- Minimum \$35,000 guarantee
- Annual Management Fee of \$11,008 (was \$10,903)
- Student Lunch Price - \$ 2.60

3.10 Motion to approve application and acceptance of a grant from Investor's Bank in the amount of \$2200.00 to be used toward the purchase of a 3D printer for the Innovation and Design program at Readington Middle School.

3.11 Whereas, the Readington Township Board of Education has received notice from the New Jersey Department of Education that it will receive \$13,691 reimbursement for 2013-14 Nonpublic School Transportation Costs in accordance with NJSA 18A:39-1a, and Whereas, NJAC 6A:23A-13.3(d) permits an adjustment to the district's 2013-14 year end surplus for a district board of education receiving reimbursement of Nonpublic School Transportation Costs
Now therefore be it
Resolved that the Readington Township Board of Education hereby appropriates \$13,691 to line account 11-000-270-513-000-007 for the 2014-15 School Year.

3.12 Whereas, the Readington Township Board of Education has received notice from the New Jersey Department of Education that it will receive \$183,950 reimbursement for 2013-14 Extraordinary Aid Special Education Reimbursement, and

Whereas, an adjustment to the district's 2013-14 year end surplus for a district board of education receiving extraordinary aid is permitted for unbudgeted revenue funds, and Whereas, the Readington Township Board of Education anticipated \$80,000 in extraordinary aid revenues for 2013-14
 Now therefore be it
 Resolved that the Readington Township Board of Education hereby appropriates \$103,950.00 in extraordinary aid to be allocated to line item 11-000-266-300-000-008 for \$12,000 and 11-000-270-518-000-007 for \$35,000 and 11-213-100-101-000-106.

- 3.13 Whereas, the Readington Township Board of Education has received notice that Whitehouse School has been named a High-Performing Rewards School for the 2013-14 School Year and
 Whereas, the district will receive a Title I School Rewards Grant in the amount of \$29,654 for academic success at Whitehouse School,
 Now therefore be it
 Resolved that the Readington Township Board of Education hereby accepts \$29,654 in additional Title I Grant Funds to be encumbered by June 30, 2015 for programs/services/activities to support the school's Title I program and sustain the high levels of academic achievement at Whitehouse School.

EDUCATION/TECHNOLOGY

Meeting held on July 9, 2014. Posted on district website.

Adoption of 4.01 – 4.04

Motion: Mr. Egbert **Second:** Mr. Goodwin **Roll Call Vote:** Carried- 7 yes

- 4.01 Motion to accept the Superintendent's recommendation and approve Zinna Mongillo to complete 15 days of classroom observation in Leslie Weintraub's 3rd grade classroom at Three Bridges School during October 2014 as part of her Field Assignment through the MAT Teacher Preparation Program at FDU.
- 4.02 Motion to approve the following tuition agreements for the following students to attend the designated out of district program(s) for the 2014-2015 school year at the noted cost:

Student	School	Tuition	ESY
S-013	Garden Academy	\$ 88,128.00	\$ 14,688.00
S-189	The Arc Kohler School	\$ 59,385.44	\$ 10,424.04
S-189	The Arc Kohler School Personal Aide	\$ 26,790.00	\$ 4,702.50

S-151	The Arc Kohler School	\$ 59,385.44	\$ 7,581.12
S-235	Stepping Stone	\$ 44,085.60	\$ 7,347.60
S-073	Princeton Child Development Inst.	\$ 90,000.00	\$ 14,000.00
S-031	Matheny Medical & Educational Center	\$ 78,690.00	\$ 15,910.00
S-129	Lakeview School	\$ 77,911.20	\$ 12,985.20
S-216	The Center School	\$ 54,977.40	\$ 6,108.60
Total:		\$579,353.08	\$ 93,747.06

- 4.03 Motion to approve the following Integrated Preschool student contracts for the following student for the 2014-2015 school year:

Student ID Numbers:

894428	331028	409128
487128	126828	767527
570028	582528	307328
512128	585725	

- 4.04 Motion to approve the 2014-2015 Level One Services from the New Jersey Commission for the Blind and Visually Impaired for the following students at a cost of \$1,800 per student:

S-031	S-177
S-148	S-129

PERSONNEL

Adoption of: 5.01 - 5.13

Motion: Mr. Doran

Second:Mr. Panico

Roll Call Vote: Carried- 7 yes

5.01 Motion to accept the Superintendent’s recommendation and approve the following teachers to participate in the 2014 Summer Teacher Academy Program.

Teacher	Session	Amount
Adhikari, Gargi	Enhancing Effective Co-teaching Strategies	\$140.00
Biase, Tommasina	Basics of Google Gmail	\$60.00
Biase, Tommasina	Basics of Google Drive	\$60.00
Czaskos, Pamela	Basics of Google Drive	\$60.00
DeSimone, Maria	Enhancing Effective Co-teaching Strategies	\$140.00
Krayem, Michele	Around the Reading Workshop	\$50.00
McGibbon, Joyce	Mindsets Book Study	\$40.00
McGibbon, Joyce	Lights, Camera, Flip!	\$60.00
McGibbon, Joyce	Math for PARCC	\$60.00
Mirsky, Shaina	Basics of Google Drive	\$60.00
Schmidt, Lisa	Mindsets Book Study	\$40.00
Schmidt, Lisa	Lights, Camera, Flip!	\$60.00
Schmidt, Lisa	Google Forms	\$50.00
Smith, Catherine	Basics of Google Drive	\$60.00
Smith, Elaine	Math for PARCC	\$60.00
Swider, Alisa	Phonics 101	\$50.00

5.02 Motion to accept the Superintendent’s recommendation to approve the listed bus drivers for the extended school year program as follows:

Name	Dates	Hrs/Days
Jean Dvorshak	6/30/14-8/16/14	5.25/5
Nancy Garrison	6/30/14-8/7/14	3.50/4
Joellen Omdal	6/30/14-8/7/14	3.50/4
John Krystofiak	6/30/14-8/7/14	3.00/4
Donald Schuyler	6/30/14-8/7/14	3.00/4
Christine Fawcett	6/30/14-8/7/14	3.50/4
Frank Byra	7/7/14-8/12/14	4.50/5

- 5.03 Motion to accept the Superintendent's recommendation and approve the appointments of the following substitute bus driver at an hourly rate of \$16.50/hour effective July 1, 2014.

Philip Ridder

- 5.04 Motion to accept the Superintendent's recommendation and approve the the following Readington Middle School teachers to serve as Readington Middle School Team Leaders for the 2014-2015 school year at a stipend of \$1500 each.

Sharon Rickman	Stacey Skene	Nicole Maraventano	Michelle Hoff
Sherry Krial	Jennifer Sabo	Melissa Spatz	

- 5.05 Motion to accept the Superintendent's recommendation and approve Jim Casertano and Paul Yunos as Athletic Coordinators (shared position) at RMS for the 2014-2015 school year at a salary of \$ 6000.00 each.

- 5.06 Motion to accept the Superintendent's recommendation and approve Julianne Lotierzo to provide home instruction for student S-216 for the period of May 20,2014 through June 20, 2014 at a rate of \$30.00 per hour.

- 5.07 Motion to accept the Superintendent's recommendation and approve a payment of \$226.62 to Diana Barkman for the set production of the Spring Musical.

- 5.08 Motion to accept the Superintendent's recommendation and approve the placement change for the following teachers:

Teacher	From	To
Janet Sulick	RMS	WHS
Lori Dribbon	TBS	TBS/WHS
Laurie Levesque	WHS	WHS/HBS

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

Name	Position	Salary/Step	Effective Dates
Donald Race (Replacing Donald Thornton)	Interim Facilities Manager 10-05-D1/aoq	\$80,000	8/1/2014-6/30/2015
Matthew Carder (Replacing Paul Yunos)	.4 Physical Education/Health Teacher .2 20-03-D2@avp .2 20-04-D2@avq	\$20,956 BA/Step 1 (Pending Negotiations)	9/1/2014 - 6/30/2015
Jaime Ericson - TBS (New Position)	Teacher/Grade 1	\$52,390 BA/Step 2 (Pending Negotiations)	9/1/2014 - 6/30/2015
Kathy O'Brien (Replacing Lauren Nicholai)	Teacher/Special Ed	\$53,990 BA15/Step 2 (Pending Negotiations)	9/1/2014 – 6/30/2015

- 5.10 Motion to adjust position 20-05-D2/akf held by Elizabeth Murray, LDTC, from full time MA+30 CST to .8 and to reissue the employee's contract to reflect said change as mutually agreed by the employee and Board of Education with final salary pending conclusion of RTEA negotiations.

- 5.11 Motion to accept the Superintendent's recommendation and approve the following teachers for the 2014 summer Enrichment Program:

Teacher	Course	Grade	Session (dates)	Amount
Tiffany Vocke Filomena Hengst	Robotics	4-5	July 7-11	\$360.00 \$ 90.00
Linda Rakowitz Lisa Schmidt	K'Nex	4-6	July 14-18	\$360.00 \$ 90.00

- 5.12 Motion to approve Kevin Meyer as a Bus Aide during the Extended School Year Program from July 17 - August 7 (13 days) for 2.67 hours a day at a rate of \$ 11.81/hour (Step 6).

- 5.13 Motion to approve Nancy Belick as an Instructional Aide to provide support to the district's Extended School Year Program during the summer of 2014 at her contractual rate.

COMMUNICATIONS

Adoption of 6.01

Motion: Mrs. Filler

Second: Mr. Doran

Vote: Carried- 7 yes

- 6.01 Motion to accept the Superintendent's recommendation and adopt revised Job Description 4201 Facilities Manager with modification to include sustainability after energy efficiency.

UNFINISHED BUSINESS – 2013-14 Board Goals to President by August 18, 2014.

President Livingston requested that each committee chair submit a report on the status of their goals.

NEW BUSINESS FROM BOARD/PUBLIC

- Garden State Coalition of Schools & NJSBA
- Changes in teachers in evaluation

ANNOUNCEMENTS FROM THE PRESIDENT – Government training @NJSBA Conference

- HCSBA Sessions 2014-15
- Request Board members to complete board self Evaluation.
- NJSBA – Strategic Planning

Motion to Adjourn at: 7:36

Motion: Mr. Panico

Second: Mrs. Simon

Roll Call: Carried- 8 yes

Respectfully Submitted,

Steffi-Jo DeCasas
School Business Administrator/Board Secretary