

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 5:00 p.m.
August 27, 2019

Minutes

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

Laura Simon called the meeting to order at 5:00 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, Ray Egbert, Robyn Mikaelian, Andrew Saunders, Thomas Wallace, Laura Simon

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

Absent: Carol Hample, Eric Zwerling, Anna Shinn

Flag Salute

Superintendent's Report

- Dr. Hart provided an overview of the process surrounding strategic planning for the future of the district including stakeholder involvement, timelines, and other critical components. Formal notification to the community shall start in September onward. Methods to reach as many critical stakeholders as possible were discussed.
- Dr. Hart provided information on anticipated enrollment for September 2019, with approximately 1433 K-8 students, and 41 pre-kindergarten students. Housing Development in the township are being monitored for potential impact relating to enrollment.
- Gwen Thornton is coming next board meeting to discuss district and board goals. Administration started the discussion on district goals in August.

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

- None

CORRESPONDENCE

- None

ADMINISTRATIVE REPORTS

- None

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mr. Egbert Second: Mr. Wallace Roll Call Vote: Carried 5 Yes
(Mr. Beatrice abstained 2.01 – 2.02)

2.01 Motion to approve the Meeting Minutes July 23, 2019.

2.02 Motion to approve the Executive Session Minutes July 23, 2019.

FINANCE/FACILITIES

Committee Report: Ray Egbert provided minutes from the meeting held on August 14, 2019.

Motion to adopt 3.01 - 3.12

Motion: Mr. Egbert Second: Mr. Wallace Roll Call Vote: Carried 6 Yes

3.01 Motion to approve the **Bill List** for the period from **July 25, 2019** through **August 28, 2019** for a total amount of **\$1,547,164.64**.
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule as of August 27, 2019** for a total amount of **\$2,461.46**.
(Attachment 3.02)

3.03 Motion to ratify and approve **Payroll** for the month of **June 2019** for a total amount of **\$2,226,706.62**.
(Attachment 3.03)

3.04 Motion to ratify and approve the following **Account Transfers** for **June 1, 2019 through June 30, 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: June 30, 2019 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of June 30, 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 June 30, 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 June 30, 2019. (Attachment 3.05 & 3.05)

- 3.06 Motion to approve the Shared Services Security Agreement and Addendum with the Township of Readington to provide security services for the 2019-2020 school year at a cost of \$28.00/hr. plus 7.5% not to exceed \$54,000. (Attachment 3.06a & 3.06b)

- 3.07 Motion to amend motion 3.10 from Agenda July 23, 2019 and approve change order for security vestibule project:

CHANGE ORDER#	CHANGE	AMOUNT
CO-03	Additional electrical and millwork	\$6,091.66

(Attachment 3.07)

- 3.08 Motion to authorize the Business Administrator, with the approval from the Finance Committee, to approve change orders for vestibule project after the August 27, 2019 board meeting to be subsequently ratified by the Board of Education at its meeting of September 10, 2019.
- 3.09 Motion to adopt the standard intra-district mileage rate attached effective July 1, 2019. (Attachment 3.09)

- 3.10 Motion to approve the following resolution: Resolution Authorizing Disposal of Surplus Property
WHEREAS, the Board of Education is the owner of certain surplus property which is no longer needed for public use; and
WHEREAS, the Board is desirous of selling said surplus property in an “as-is” condition without express or implied Warranties;
NOW THEREFORE BE IT RESOLVED by the Readington Township Board of Education as follows: (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2481 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Board of Education. (2) The sale will be conducted online and the address of the auction site is govdeals.com. (3) The sale is being conducted pursuant to Local Finance Notice 2008-9. (4) A listing of the surplus property to be sold ((2) school buses and (2) Vans) is attached. (Attachment 3.10)
- 3.11 Motion to accept the final laboratory results of lead testing.
- 3.12 Motion to approve a Non-Resident Tuition Agreement for Student #884032, per policy #5118, at a rate of \$17,196.00 for the 2019-2020 school year.

EDUCATION/TECHNOLOGY

Committee Report - Thomas Wallace provided minutes from the meeting held on August 14, 2019.

Motion to adopt 4.01- 4.08

Motion: Mr. Wallace Second: Mr. Egbert Roll Call Vote: Carried 6 Yes

- 4.01 Motion to adopt the attached list of field trips for the 2019-2020 school year. (Attachments 4.01)

4.02 Motion to accept the Superintendent's recommendation and approve the following student teacher placement in the Readington Township School District:

STUDENTS	SCHOOL/PROGRAM	COOPERATING TEACHERS/ SCHOOL	EFFECTIVE DATES
Haley Bradley	Kean University - College of Education	Julie Karus/Kelly Neuberger- HBS	Fall Semester - 2019

4.03 Motion to approve the following tuition agreements for the following students to attend the designated out of district programs for the 2019-2020 school year at the noted cost:

STUDENT NUMBER	SCHOOL NAME	ESY TUITION	SCHOOL YEAR TUITION
S-129	Lakeview School	\$15,139.50	\$90,837.00
S-043	Lakeview School	\$15,139.50	\$90,837.00
S-216	Montgomery School	\$ 7,251.20	\$65,260.80
S-186	Somerset Hills Learning Institute	\$16,605.90	\$99,635.40
S-065	Stepping Stone School	\$ 8,090.10	\$48,540.60
S-189	Morris Union Jointure Commission	\$15,419.00	\$94,066.00
S-189	Morris Union Jointure Commission - 1:1 Aide	\$10,848.00	\$72,320.00
S-189	Morris Union Jointure Commission - Related Services	\$ 2,617.50	\$16,800.00
S-055	The Calais School	\$11,130.00	\$66,780.00
S-190	The Calais School	\$11,130.00	\$66,780.00

4.04 Motion to adopt the Marshall Evaluation Rubric dated 2013 to be used for Principal, Assistant Principal and Supervisor evaluations and the Danielson Evaluation Rubric dated 2013 to be used for Teacher, Nurse, Counselor, and other certificated staff evaluations during the 2019-2020 school year.

4.05 Motion to adopt the following list of fundraisers for Readington Middle School and Holland Brook School for the 2019-2020 school year:

SCHOOL	FUNDRAISER	RECEPIENT
RMS	Showcase of Music	Student Activity Account – Music
RMS	Scrip Giftcard	Student Activity Account – Music
RMS	Basketball Shooting Contest	RABC – Pay for Athletic Jerseys
RMS	Car Wash	RABC – Pay for Athletic Jerseys
HBS	Turkey Trot	Student Activity Account
HBS	Field Day T-Shirt Sale	Student Activity Account
HBS	Food Drive	Various Local Charities
HBS	Giving Tree	Various Local Charities
HBS	Sweet Message Project	Various Local Charities
HBS	Math-a-Thon	Various Local Charities
HBS	Various Relief Efforts (as needed)	Various Local Charities
HBS	Halloween Collection Drive	Unicef
HBS	Coin Drives & Donations	St. Hubert's Animal Shelter, Patrick's Pals, Food Pantry
HBS	Destination Imagination Snack Sales	Student Activity Account – DI Account

HBS	Destination Imagination Raffle	Student Activity Account – DI Account
HBS	Destination Imagination HBS JAM	Student Activity Account – DI Account
HBS	Destination Imagination Dine Around	Student Activity Account – DI Account
HBS	Destination Imagination Holiday Spirit	Student Activity Account – DI Account
HBS	Destination Imagination Candy Grams	Student Activity Account – DI Account

4.06 Motion to accept the attached agreement between StarHouse Media, LLC and Readington Township Board of Education to publicly exhibit the film *Screenagers: Next Chapter*. (Attachment 4.06)

4.07 Motion to approve Kari McGann, Superintendent of the Flemington-Raritan School District, to conduct a survey research in grades 6-8 for her dissertation titled, *Positive STEM Identity in Female Students*.

4.08 Motion to adopt the following curriculum for the 2019-2020 school year:

CURRICULUM
English Language Arts – Grade 3
English Language Arts - Grade 8
Music - Grades K-2

(Attachment 4.08-4.08b)

PERSONNEL

Committee Report - Ray Egbert provided minutes from the meeting held on August 14, 2019.

Motion to adopt 5.01 - 5.12

Motion: Mr. Egbert Second: Mr. Wallace Roll Call Vote: Carried 6 Yes

- 5.01 Motion to authorize the Superintendent to hire new staff after the August 27, 2019 board meeting, with the approval of the Personnel Committee, and to be subsequently ratified by the Board of Education at its meeting on September 10, 2019.

- 5.02 Motion to authorize the Superintendent to hire substitutes, aides, bus drivers, and bus aides for entire 2019-2020 school year with the approval of the Personnel Committee, and to be subsequently ratified by the Board of Education at their following meeting.

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

NAME	POSITION
Michele Rickles	Substitute Teacher/Aide
Katie Lynch	Substitute Nurse
Alison Manko	Substitute Nurse

- 5.04 Motion to amend motion 5.10 from May 21, 2019 agenda and approve Denise Pascale stipend for facilitating the Crafts & Design for the self-sustaining 2019 Summer Enrichment Program from \$240.00 to \$360.00.

- 5.05 Motion to accept the Superintendent's recommendation to ratify and approve the following Summer Enrichment program, facilitator, and stipend for the self-sustaining 2019 Summer Enrichment Program:

FACILITATOR	SESSION	STIPEND
Courtney Calamito	Home Sweet Home	\$240.00

- 5.06 Motion to accept the Superintendent's recommendation and approve the following position control changes and designated transfers for the 2019-2020 school year:

NAME	CHANGE	POSITION	LOCATION
Amanda Obiedzinski	Transfer From: To:	20-04-D2/aye 20-04-D2/baw	(WHS) Teacher/Autism (WHS) Teacher/Autism
Maureen Sjonell	Transfer From: To:	20-04-D2/ayy 20-01-D2/awy	(WHS) School Nurse (RMS) School Nurse

CHANGE	POSITION	LOCATION
Create:	20-04-D2/baw	(WHS)Teacher/Autism

- 5.07 Motion to accept the Superintendent's recommendation and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Donna Arrieta	Aide/Special Education (WHS) 30-04-D3/auw	\$18.11/hr Aide NC Step 5	09/01/2019 - 06/30/2020
Brian O'Neil	Teacher/Special Education/ Math (RMS) 20-01-D2/ahj	\$61,970 MA Step 3	09/01/2019 - 06/30/2020
Jessica Richter	Teacher/Music (HBS & WHS) 20-02-D2/axs	\$55,370 BA Step 1	09/01/2019 - 06/30/2020
Elizabeth Eckel	Aide/Special Education (WHS) 30-04-D3/aky	\$17.49/hr. Aide NC Step 2	09/01/2019 - 06/30/2020
Anne Middleton	PT Teacher/Special Education (RMS) New Position	\$33,466 MA Step 4	09/01/2019 - 06/30/2020
Rachel Brodsky	Teacher/Grade 4 (HBS) New Position	\$55,370 BA Step 1	09/01/2019 - 06/30/2020

5.08 Motion to accept the Superintendent's recommendation and ratify the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Bailey Krasovec	Teacher/LA (RMS) 20-01-D2/afe	\$55,870 BA Step 2	09/01/2019 - 06/30/2020
Michelle Johnson	Teacher/Autism (WHS) 20-04-D2/aye	\$60,970 MA Step 1	09/01/2019 - 06/30/2020

5.09 Motion to accept the following resignations:

NAME	POSITION	EFFECTIVE DATE
Victor Cardona	Teacher/Special Education/Math (RMS) 20-01-D2/ahj	07/23/2019
Kimberly Hunkele	Aide/Special Education (RMS) 30-01-D3/aly	08/21/2019
Michele White	Aide/Special Education (WHS) 30-04-D3/akx	08/12/2019

5.10 Motion to approve the following salary increases in recognition of the following employees' attainment of additional credits for lateral movement per RTEA Guide effective September 1, 2019.

EMPLOYEE NAME	SCHOOL	FROM STEP	SALARY	TO STEP	REVISED SALARY	INCREASED
Kenneth Cubillas	RMS	BA Step 3	\$22,548	BA+15 Step 3	\$23,188	\$640
Ann Kane	HBS	M+30 Step 23	\$96,950	Ph.D. Step 23	\$102,050	\$5,100

5.11 Motion to accept the Superintendent's recommendation and ratify the attached list of additional teachers to participate in the 2019 summer Teacher Academy Program.
(Attachment 5.11)

5.12 Motion to approve the following mentors for the 2019-2020 school year as follows:

NEW STAFF MEMBER	SCHOOL/POSITION	MENTOR
Jason Allen	RMS/Music Teacher	John Hylkema
Michelle Johnson	WHS/Autism Teacher	Deanna Schwaiger
Amanda Obiedzinski	WHS/Autism Teacher	Maryann Reilly
Jessica Richter	HBS/Music Teacher	Lori Dribbon
Catherine Way	RMS/Math Teacher	Denise Birmingham

COMMUNICATION

Committee Report - None

UNFINISHED BUSINESS

- October NJSBA Conference - Ms. Simon highlighted the conference, and asked board members to confirm their attendance with Mr. Bohm.
- Holland Brook School Solar - Mr. Bohm provided an update that the solar panel inverters were raised in the HBS detention basin, which should provide more protection long-term to the solar arrays located therein.

NEW BUSINESS FROM BOARD

- None

OPEN TO THE PUBLIC

- None

EXECUTIVE SESSION - 5:45 p.m.

Motion: Mr. Egbert Second: Mr. Wallace Roll Call Vote: Carried 6 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 the Superintendent Evaluation and a personnel 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.

RETURN TO PUBLIC SESSION - 6:11p.m.

Motion: Mr. Wallace Second: Mr. Egbert Roll Call Vote: Carried 6 Yes

ADJOURNMENT

Motion to Adjourn at 6:12 p.m.

Motion: Mr. Wallace Second: Mr. Egbert Roll Call Vote: Carried 6 Yes

Respectfully submitted,

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

**Laura Simon
Board President**