

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 5:00 p.m.
July 23, 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: Ray Egbert, Carol Hample, Robyn Mikaelian, Andrew Saunders, Laura Simon

Absent: Jared Beatrice, Anna Shinn, Tom Wallace, Eric Zwerling

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

Eric Zwerling arrived at 5:05p.m. Tom Wallace arrived at 5:08p.m.

Flag Salute

Superintendent's Report

- Ms. Karen Tucker presented the HIB Self Assessment Report
- Dr. Hart congratulated Ms. Catherine Way and Carey-Anne Hendershot for the Clinical Intern Award

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

- None

CORRESPONDENCE

- F.C. Letter - Outreach Postcard
- N.H. Email - Outreach Postcard
- V.G. Email - Preschool Education Expansion Aid
- W.D. Email - Recreation Buses
- Anonymous Letter - Outreach Postcard

ADMINISTRATIVE REPORTS

Motion to adopt 1.01 - 1.03

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

1.01 June 2019 Enrollment and Drill Reports

1.02 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
12	RMS	5/17/2019	No
13	HBS	5/28/2019	No
14	TBS	5/31/2019	No

1.03 RMS Discipline Report

MINUTES

Motion to adopt 2.01 - 2.02

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

2.01 Motion to approve the Meeting Minutes June 11, 2019.

2.02 Motion to approve the Executive Session Minutes June 11, 2019.

FINANCE/FACILITIES

Committee Report - Ray Egbert provided minutes for two meetings held on June 20, 2019 and July 11, 2019.

Motion to adopt 3.01- 3.12

Motion: Mr. Egbert Second: Mr. Wallace Roll Call Vote: Carried 7 Yes
(Mr. Egbert abstained 3.12)

- 3.01 Motion to approve the **Bill List** for the period from **June 13, 2019** through **June 30, 2019** for a total amount of **\$785,225.70** and **Bill List** for the period from **July1, 2019 through July 24, 2019** for a total amount of **\$451,485.41**.
(Attachment 3.01 & 3.01a)

- 3.02 Motion to approve **District Travel Schedule as of July 23, 2019** for a total amount of **\$2,190.24**.
(Attachment 3.02)

- 3.03 Motion to ratify and approve **Payroll** for the month of **May 2019** for a total amount of **\$2,012,944.38**.
(Attachment 3.03)

- 3.04 Motion to ratify and approve the following **Account Transfers** for **May 1, 2019 through May 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: May 31, 2019 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of May 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 May 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 May 31, 2019.
(Attachment 3.05 & 3.05a)

- 3.06 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) The surplus property to be sold is books.

(Attachment 3.06)

3.07 Motion to submit the following for year 2019-2020 grant application and acceptance of funds:

IDEA:

Basic \$354,889
 Preschool \$ 13,561

3.08 Motion to submit the following for year 2019-2020 grant application and acceptance of funds:

ESSA:

Title I \$49,998
 Title II \$19,155
 Title III Consortium \$12,575 with \$2,927 designated for Readington funds
 Title IV \$10,000

3.09 Motion to approve the following 2019-2020 Transportation Jointure Contracts:

HOST	JOINER	ROUTE	DESTINATION	COST
Branchburg	Readington	DLCNP -U4	ESY @ DLC	\$3,628.20
			New Providence Aide Cost	\$2,169.00
Branchburg	Readington	693 SHLC - (morning)	Somerset Hills Learning Institute (ESY)	\$2,887.00
Branchburg	Readington	SHLI-U6	Somerset Hills Learning Institute	\$15,867.00

Branchburg	Readington	BB4 BB19 BB25	RMS & HBS	3 Busses @ \$37,990.00 Totaling \$113,970.00
Branchburg	Readington	DLCNP-U4	DLC New Providence Aide Cost	\$22,132.00 \$13,230.00
Branchburg	Readington		On needed basis to cover routes	\$43.80 per hour per bus (Contracted Driver & Bus)
Branchburg	Readington		Athletic & Field Trips	\$34.00 per hour per bus (Sub Driver & Bus)
Branchburg	Readington		Athletic & Field Trips	\$43.80 per hour per bus (Contracted Driver & Bus)
Branchburg	Readington		Supply School Bus Aide	\$15.25 per hour
Readington	Branchburg		On needed basis to cover routes	\$34.00 per hour per bus (Sub Driver & Bus)
Readington	Branchburg		On needed basis to cover routes	\$43.80 per hour per bus (Contracted Driver & Bus)
Readington	Branchburg		Athletic & Field Trips	\$34.00 per hour per bus (Sub Driver & Bus)
Readington	Branchburg		Athletic & Field Trips	\$43.80 per hour per bus (Contracted Driver & Bus)

3.10 Motion to ratify change orders for vestibule project:

CHANGE ORDER#	CHANGE	AMOUNT
CO-01	New Light Switches and Wall (TBS)	\$3,222.24
CO-02	Maglock Replacement (District Wide)	\$31,104.20
CO-03	Additional Electrical Work (TBS)	\$4,444.65 (not to exceed)
CO-04	New Angle Iron Lintel (TBS)	\$336.60

- 3.11 Motion to authorize the Business Administrator, with the approval from the Finance Committee, to approve change orders for vestibule project after the July 23, 2019 board meeting to be subsequently ratified by the Board of Education at its meeting of August 27, 2019.

- 3.12 Motion to approve the therapy service agreement between Cerebral Palsy of North Jersey, Inc. and the Readington Township Board of Education for occupational therapy, physical therapy, and augmentative and alternative communication services for 2019-2020.
(Attachment 3.12)

EDUCATION/TECHNOLOGY

Committee Report - None

Motion to adopt 4.01- 4.07

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

- 4.01 Motion to apply for and accept two PSEG 2019 grant awards in the amount of \$2,000 each from Sustainable Jersey Corporation for Three Bridges School and Whitehouse School. The grants will help to fund an indoor garden project at Three Bridges School and a sensory garden at Whitehouse School.

- 4.02 Motion to approve the following nonfiction books for the 2019-2020 school year:

BOOK TITLE	GRADE
<i>Totally True Adventures! The Titanic Sinks</i>	7th Grade
<i>Titanic</i>	7th Grade
<i>Titanic: Voices from the Disaster</i>	7th Grade
<i>10 True Tales: Titanic Young Survivors</i>	7th Grade
<i>Finding the Titanic</i>	7th Grade

<i>The Titanic Disaster</i>	7th Grade
<i>Ebola</i>	7th Grade
<i>Understanding Viruses</i>	7th Grade
<i>Plagues, Pox, and Pestilence</i>	7th Grade
<i>You Wouldn't Want to Live Without Vaccinations!</i>	7th Grade
<i>You Wouldn't Want to Live Without Bacteria!</i>	7th Grade
<i>Food Engineering: From Concept to Consumer</i>	7th Grade
<i>Genetic Engineering</i>	7th Grade
<i>GMOs</i>	7th Grade
<i>Genetic Modification: Should Humans Control Nature?</i>	7th Grade
<i>Genetics: Breaking the Code of Your DNA</i>	7th Grade
<i>Genetics: From DNA to Designer Dogs</i>	7th Grade
<i>Finding Out about Nuclear Energy</i>	7th Grade
<i>Nuclear Meltdowns</i>	7th Grade
<i>The Nuclear Age</i>	7th Grade
<i>12 Incredible Facts about the Dropping of the Atomic Bombs</i>	7th Grade

4.03 Motion to adopt the K-8 Information Literacy Curriculum for the 2019-2020 school year.
(Attached 4.03)

4.04 Motion to ratify and adopt the following fundraiser for Holland Brook School for The 2018-2019 school year:

GROUP/RECIPIENT	FUNDRAISER	TIME PERIOD
St. Jude Children's Research Hospital	Math-a-Thon	June 2019

4.05 Motion to approve Rethink Autism License for the 2019-2020 school year in the amount of \$11,813.00.

4.06 Motion to approve the 2019-2020 Level One Services from the New Jersey Commission for the Blind and Visually Impaired for the following students at a cost of \$1,900 per student:

S-148	S-149
S-207	S-129
S-043	

4.07 Motion to accept the Superintendent's recommendation and approve clubs/programs for Three Bridges School, Whitehouse School, Holland Brook School, and Readington Middle School for the 2019-2020 school year per the attachments, stipends per RTEA contract.
(Attachment 4.07)

PERSONNEL

Committee Report - Ray Egbert provided minutes for the meeting held on July 17, 2019.

Motion to adopt 5.01 - 5.17

Motion: Mrs. Hample Second: Mr. Egbert Roll Call Vote: Carried 7 Yes

5.01 Motion to authorize the Superintendent to hire new staff after the July 23, 2019 board meeting, with the approval of the Personnel Committee, and to be subsequently ratified by the Board of Education at its meeting on August 27, 2019.

5.02 Motion to authorize the Superintendent to hire substitutes, aides, bus drivers, and bus aides for entire 2019-2020 school year upon verbal approval from the Board of Education president and chairperson of the Personnel Committee. The motion for approval of personnel will be brought to the Board for ratification at the next scheduled Board meeting.

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Victor Cardona	Teacher/Special Education/ Math (RMS) 20-01-D2/ahj	\$56,870 BA Step 4	09/01/2019 - 06/30/2020
Connor Hollis	Teacher/French (RMS) 20-01-D2/aff	\$60,970 MA Step 1	09/01/2019 - 06/30/2020
Catherine Way	Teacher/Math (RMS) 20-01-D2/aec	\$55,370 BA Step 1	09/01/2019 - 06/30/2020
Jennifer Barera	Teacher/Special Education (RMS) 20-01-D2/aib	\$60,970 MA Step 1	09/01/2019 - 06/30/2020
Chad Schubert	Teacher/Grade 2 (WHS) 20-04-D2/adc	\$56,370 BA Step 3	09/01/2019 - 06/30/2020
Ellen Goodfellow	Guidance Counselor (RMS) 20-01-D2/ajg	\$88,860 MA Step 21	09/01/2019 - 06/30/2020

5.04 Motion to accept the Superintendent's recommendation and ratify the following Leave Replacement appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATES
Jeanne May	Teacher/Special Ed Leave Replacement Teacher (RMS) 20-01-D2/ais (Non-Tenured track)	\$55,370 BA Step 1	09/01/2019 - 06/30/2020

Erica Greenwald	Teacher/Grade 3 Leave Replacement Teacher (TBS) 20-03-D2/aru (Non-Tenured track)	\$60,970 MA Step 1	09/01/2019 - 06/30/2020
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5.05 Motion to accept the Superintendent's recommendation and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATES
Paul Smith	Guidance Counselor (WHS) 20-04-D2/ajk	\$64,390 MA Step 7-8 (7)	09/01/2019 - 06/30/2020
Marissa DiBella	Teacher/LA (RMS) 20-01-D2/aez	\$55,370 BA Step 1	09/01/2019 - 06/30/2020
Olivia Kashtaev	Teacher/Science (RMS) 20-01-D2/aej	\$55,870 BA Step 2	09/01/2019 - 06/30/2020
Amanda Obiedzinski	Teacher/Autism (WHS) 20-04-D2/aye	\$60,970 MA Step 1	09/01/2019 - 06/30/2020

5.06 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Lauren Nicolai	Teacher/Autism (WHS) 20-04-D2/aye	06/30/2019
Elissa Bowen	Teacher/Music (HBS & WHS) 20-02-D2/axs	07/11/2019
Julie Kreutzer	Aide/Special Education (TBS) 30-03-D3/azd	08/02/2019
Deborah Nazzaro	School Nurse (RMS) 20-01-D2/azd	09/16/2019

5.07 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
Cheryl Bellew	Transfer From: To:	20-01-D2/aeH 20-01-D2/aej	(RMS) Teacher/Science (RMS) Teacher/Science
Blair Alber	Transfer From: To:	20-01-D2/aeE 20-01-D2/aeH	(RMS) Teacher/Science (RMS) Teacher/Science
Jennifer Heller	Transfer From: To:	20-03-D2/auK 20-02-D2/aIw	(TBS) Teacher/Special Ed (HBS) Teacher/Special Ed
Ann Kane	Transfer From: To:	20-02-D2/abu 20-01-D2/ahp	(HBS) Teacher/Grade 5 (HBS) Teacher/Intervention
Shelly Gass	Transfer From: To:	20-01-D2/ahp 20-02-D2/abk	(HBS) Teacher/Intervention (HBS) Teacher/Grade 4
Kelly Patterson	Transfer From: To:	20-02-D2/abk 20-02-D2/acb	(HBS) Teacher/Grade 5 (HBS) Teacher/Grade 4
Meryl Vance	Transfer From: To:	20-02-D2/acb 20-02-D2/aby	(HBS) Teacher/Grade 4 (HBS) Teacher/Grade 5
Teresa Miller	Transfer From: To:	20-01-D2/aez 20-04-D2/adk	(RMS) Teacher/LA (WHS) Teacher/Grade 2
Denise Dunan	Transfer From: To:	20-04-D2/adb 20-03-D2/acr	(WHS) Teacher/Grade 3 (TBS) Teacher/Grade 2
Kristi Dauernheim	Transfer From: To:	20-03-D2/bak 20-03--D2/acw	(TBS) Teacher/Grade 3 (TBS) Teacher/Grade 1
Krista Gras	Transfer From: To:	20-03-D2/aru 20-03-D2/ayk	(TBS) Leave Replacement Teacher/Grade 3 (TBS) Teacher/Grade 1
Jennifer Higdon	Transfer From: To:	20-03-D2/acw 20-02-D2/abz	(TBS) Teacher/Grade 1 (HBS) Teacher/Grade 4
Alyssa Buelow	Transfer From: To:	20-02-D2/abz 20-02-D2/abu	(HBS) Teacher/Grade 4 (HBS) Teacher/Grade 5
Jodi Rehrig	Transfer From: To:	20-02-D2/aby 20-05-01/bav	(HBS) Teacher/Grade 5 (District) Math Coach
Nicole Maraventano	Transfer From: To:	20-01-D2/afe 20-05-01/abu	(RMS) Teacher/LA (District) LA Coach

- 5.08 Motion to accept the Superintendent's recommendation and appoint the following Team Leaders at Readington Middle School for the 2019-2020 school year:

NAME	TEAM	STIPEND
Meagan Menza Lisa Moor	6th Grade 6th Grade	\$1,500.00 \$1,500.00
Carey-Anne Hendershot Brant Switzler	7th Grade 7th Grade	\$1,500.00 \$1,500.00
Lauren Greenberg Megan Grocholske Alison Myers	8th Grade 8th Grade 8th Grade	\$1,000.00 \$1,000.00 \$1,000.00
Marybeth Schwarz	Special Education	\$1,500.00
Tracy Fitzgerald	Encores	\$1,500.00

- 5.09 Motion to accept the Superintendent's recommendation and appoint the following Team Leaders at Holland Brook School for the 2019-2020 school year:

NAME/TEAM LEADER	TEAM	STIPEND
Maria Winter	4 th Grade	\$1,000.00
Colleen DiGregorio Ann Haberkern	5 th Grade 5 th Grade	\$500.00 \$500.00

- 5.10 Motion to approve Mindy Bennington and Chris Kober as RMS Athletic Coordinators for the 2019-2020 school year at a stipend of \$6,000 each.
- 5.11 Motion to accept the Superintendent's recommendation to approve the attached list of Readington Middle School coaching assignments for the 2019-2020 school year. (Attachment 5.11)

- 5.12 Motion to approve the following Readington Middle School teachers as advisors for Homework Rooms for the 2019-2020 school year at the contractual rate:

NAME	POSITION
Jose Fernandez Lauryn Ingram Meagan Menza Shaina Mirsky	Homework Room (AM)
Blair Alber Julie Curcio Lauryn Ingram Yolanda Lima	Homework Room (PM)
Blair Alber Julie Curcio Jose Fernandez Lauryn Ingram Yolanda Lima Meagan Menza Shaina Mirsky	Homework Room Substitutes
Blair Alber	Sports Homework Room
Ryan Newcamp	Sports Homework Room Substitute

- 5.13 Motion to approve the following Readington Middle School teachers as advisors for Central Office Detention for the 2019-2020 school year at the contractual rate:

NAME	POSITION
Lindsay Capone	Central Office Detention
Chris Kober Meagan Menza	Central Office Detention Substitutes

- 5.14 Motion to approve payment to Nicole Maraventano for 2019 summer work in accordance with her position as Literacy Coach at her contractual per diem rate for a maximum of 5 days.

- 5.15 Motion to approve payment to Jodi Rehrig for 2019 summer work in accordance with her position as Mathematics Coach at her contractual per diem rate for a maximum of 5 days.
- 5.16 Motion to accept the Superintendent's recommendation to approve the attached list of Three Bridges School, Whitehouse School, Holland Brook School, and Readington Middle School club advisors for the 2019-2020 school year. (Attachment 5.16)
- 5.17 Be it resolved that the Readington Township Board of Education restores 92 sick days to Sarah Pauch's accumulated sick leave bank representing the portion of her accumulated sick leave she lost upon promotion to the Supervisor of Math, Science, and Technology position.

COMMUNICATION

Committee Report - None

UNFINISHED BUSINESS

- None

NEW BUSINESS FROM BOARD

- School Board Election Petitions due July 29, 2019
- October NJSBA Conference
- Robyn Mikaelian provided thoughts on expanding the district's usage of Genesis and making it consistent in all grades. Dr. Hart indicated he would research and provide thoughts at a future meeting, either at committee or board-level.

OPEN TO THE PUBLIC

- None

EXECUTIVE SESSION - 5:38p.m.

Motion: Mr. Egbert Second: Mrs. Hample 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 safety and security 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 - 6:17 p.m.

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

ADJOURNMENT - 6:18 p.m.

Motion to Adjourn at

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

Respectfully submitted,

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

**Laura Simon
Board President**