

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room

Regular Meeting 7:00 p.m.

October 15, 2019

**MINUTES**

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

Laura Simon called the meeting to order at 7:00 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, Carol Hample, Robyn Mikaelian, Andrew Saunders, Eric Zwerling, Anna Shinn, Laura Simon

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

**Absent:** Thomas Wallace

**Flag Salute**

**Superintendent's Report**

- Dr. Hart welcomed everyone in attendance and introduced Sharon Moffatt, Readington Middle School Principal. Sharon Moffatt introduced a presentation highlighting the great work occurring at RMS this school year. Sarah Ducoff, 7th grade student, served as the moderator providing introductions for each grade and subject area's presentations.
  - Breakfast Cart is a group of life skills students who along with the assistance of staff, cook and sell delicious food to staff at RMS and the board office on a weekly basis. Staff presenting included David deVelder, Marybeth Schwarz, and Melissa Spatz. Students presenting included Joey DelliSanti, Jimmy Joe Horner, and Colin Prior.
  - 6th Graders, Calvin Cayero and Olivia Davis, gave an update on clubs at RMS as compared to HBS. It was mentioned how fun and challenging it is to have different teachers for different subjects and only 2 minutes between periods to make it timely and as well as decorating lockers. Also discussed was the Chromebooks that were issued to each student which they had to ensure were charged and prepared for class.
  - 7<sup>th</sup> graders Emily Mancusi, talked about her faith and family. Garrett Krygier, talked about quantum theory and various aspects of science theory.
  - 8<sup>th</sup> graders, Liam Petros, Rooney Rasare, and Eric Holmlund, all part of the Peer Leader Group, talked about new "House Pilot" to get to know others better and compete in friendly challenges.

- Sharon Moffat and Dr. Hart thanked the staff and students as well as Betsy Freeman, Gifted and Talented teacher, that organized the presentation.
- Dr. Brown, Ms. Pauch, and Mrs. Tucker presented the results of the NJSLA and District Assessments from the 2018-2019 school year
- Dr. Brown and Ms. Pauch provided information for an ESSA Title I annual meeting and school-level parent and family engagement policy review

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

- None

**CORRESPONDENCE**

- B.F. Email - Typing

**ADMINISTRATIVE REPORTS**

Motion to adopt 1.01

**Motion: Mrs. Shinn    Second: Mr. Egbert    Roll Call Vote: Carried 8 Yes**

1.01    September 2019 Enrollment and Drill Reports

**MINUTES**

Motion to adopt 2.01

**Motion: Mrs. Shinn    Second: Mr. Egbert    Roll Call Vote: Carried 7 Yes**  
(Mr. Zwerling abstained)

2.01    Motion to approve the Meeting Minutes September 24, 2019.

**FINANCE/FACILITIES**

**Committee Report:** Ray Egbert provided minutes for the meeting held on October 11, 2019.

Motion to adopt 3.01 - 3.08

**Motion: Mr. Egbert    Second: Mrs. Shinn    Roll Call Vote: Carried 8 Yes**

3.01    Motion to approve the **Bill List** for the period from **September 26, 2019** through

**October 16, 2019** for a total amount of **\$665,838.88**.  
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule as of October 15, 2019** for a Total amount of **\$3,688.67**.  
(Attachment 3.02)

3.03 Motion to ratify and approve **Payroll** for the month of **August 2019** for a total amount of **\$400,143.40**.  
(Attachment 3.03)

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

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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 August 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 August 31, 2019.

(Attachment 3.05 & 3.05a)

3.06 Motion to submit an amendment to the following for year 2019-2020 grant applications and acceptance of funds:

ESSA carry over from 2018-2019:

Title I	\$756.00
Title III	\$3,080.00

IDEA:  
 Preschool: \$24.00

3.07 Motion to approve the closeout of the following capital projects residing in Fund 30 Capital Projects Account and transfer the remaining funds to the General Fund - Capital Reserve account or Debt Service Fund as denoted below in conformity with the original source of funding:

ACCOUNT	PROJECT DESCRIPTION	AMOUNT	TRANSFER TO
Fund 35	Roof Replacement	\$95,072.78	Capital Reserve
Fund 34	HBS Paving	\$69,524.00	Debt Service Fund
Fund 34	RMS Paving & Stairs	\$47,255.00	Debt Service Fund
Fund 34	TBS Stairs	\$17,354.00	Debt Service Fund

3.08 **RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROPRIETARY SOFTWARE SERVICES FOR 2019-2020.**

**WHEREAS**, the Readington Township Board of Education has a need to award the following proprietary service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 18A:18A-5 and,

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, the following proprietor has submitted a proposal indicating they will provide the service indicated as listed; and

**WHEREAS**, the following proprietor has completed and submitted a Business Entity Disclosure Certification, required, which certifies that the following proprietor and entity has not made any reportable contributions to a political or candidate committee in the Readington Township Board of Education in the previous one year, and that the contract will prohibit the following proprietor from making any reportable contributions through the term of the contract, and

**NOW, THERE, BE IT RESOLVED** that the Board of Education of Readington Township authorizes Jason Bohm, Business Administrator/Board Secretary, to enter into a contract with the following proprietor and entity described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination Value be placed on file with this Resolution

SERVICE	PROPRIETOR	AMOUNT OF CONTRACT
Spirit System Software License and Heart Rate Monitor System	CDWG	\$11,917.21 (ESSA funding will be utilized)

**EDUCATION/TECHNOLOGY**

**Committee Report:** Anna Shinn provided minutes from the meeting held on October 2, 2019.

Motion to adopt 4.01 - 4.06

**Motion: Mrs. Shinn      Second: Mrs. Hample      Roll Call Vote: Carried 8 Yes**

4.01    Motion to approve the 2019-2020 Nursing Services Plan.  
(Attachment 4.01)

4.02    Motion to approve New Jersey Department of Human Services/Montclair State University to administer the New Jersey Middle School Student Risk and Protective Factors Survey at Readington Middle School in the 2019-2020 school year.

4.03    Motion to approve the following novels for the 2019-2020 school year:

<b>BOOK TITLE</b>	<b>GRADE</b>
The Prophet of Yonwood	Grade 6
The Diamond of Darkhold	Grade 6
The Girl Who Drank the Moon	Grade 6

4.04    Motion to adopt the Gifted & Talented Curriculum for the 2019-2020 school year.  
(Attached 4.04)

4.05    Motion to ratify and approve an out of district placement for student S-228 at Cornerstone Day School for the 2019-2020 school year effective October 1, 2019 in the amount of \$67,909.42.

4.06    Motion to adopt the following additional field trip for the 2019-2020 school year:

<b>SCHOOL</b>	<b>GROUP</b>	<b>TRIP</b>	<b>LOCATION</b>	<b>COST TO PARENT</b>
RMS	7-8 G&T	Teen Hunger Summit Seton Hall	West Orange	\$8

		Prep		
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**PERSONNEL**

**Committee Report:** Jared Beatrice provided minutes for the meeting held on October 8, 2019.

Motion to adopt 5.01 - 5.09

**Motion: Mr. Egbert      Second: Mrs. Shinn      Roll Call Vote: Carried 8 Yes**

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

<b>NAME</b>	<b>POSITION</b>
Sandra Drew	Substitute Aide
Marisa Robinson	Substitute Teacher/Aide
David Whitesell	Substitute Bus Driver
Olivia Vliet	Substitute Teacher/Aide

5.02 Motion to approve employee #6547 for an other leave request through February 2, 2020, in conformity with Article XII, Section F of the RTEA agreement.

5.03 Motion to approve the following staff as Special Education Chaperones for the 2019-2020 school year at their contractual rate:

<b>NAME</b>	<b>SCHOOL</b>	<b>ACTIVITY</b>
*Kristen Apple	Whitehouse School	School Clubs
Michelle Adamitis	Holland Brook School	Orchestra
Charlyn Lynch	Readington Middle School	Gaming Club
Nancy St. Miklosy	Holland Brook School	Samba
Laurie Livesy	Readington Middle School	Wind Symphony
**Gabe Cherichello	Readington Middle School	8th grade Philadelphia trip
**Karen Hopkins	Readington Middle School	8th grade Philadelphia trip

Jack Kimple	Holland Brook School	Samba, Band, and Destination Imagination
Jack Kimple	Readington Middle School	Clubs/Athletics/Events

\*not to exceed \$200.00

\*\* not to exceed 7 hours

5.04 Motion to approve Maureen Sjonell, School Nurse, to attend the RMS Philadelphia Trip as school Nurse, on November 14, 2019 at her contractual rate.

5.05 Motion to approve Maureen Sjonell, School Nurse, and Diane Krasovec, RN, to provide nursing services at Readington Middle School home Wrestling matches in December 2019 and January 2020, for a total of 12 hours collectively, at their contractual rate.

5.06 Motion to accept the Superintendent's recommendation and approve stipends for the following staff members facilitating sessions for the Readington Township School District SEL Parent Academy Night on October 29, 2019:

STAFF MEMBER	SESSION	STIPEND
Adam Connelly	Talking to Your Child about Controversial Topics	\$45.00
Christine Crielly	Talking to Your Child about Controversial Topics	\$45.00
Lindsay Capone	The Power of Positive Thinking	\$45.00
Allison Lovering	The Power of Positive Thinking	\$45.00
Jennifer Barbera	The Power of Positive Thinking	\$45.00
Gargi Adhikari	Peace Corners & Mindfulness Activities at Home	\$45.00
Catherine Patrick	Peace Corners & Mindfulness Activities at Home	\$45.00
Paul Smith	The Basics of the SEL Competencies	\$45.00

5.07 Motion to approve a change in hours and salary for the following staff member due to change in route assignment:

NAME	POSITION	FROM	TO	EFFECTIVE DATES
Beverly Betsko	Bus Driver	4.75 hrs/day \$21,923.63	5.0 hrs/day \$23,077.50	October 16, 2019

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
David Whitesell	Bus Driver (Transportation) 80-06-D6/bap	\$25.50/hr Step 5 \$21,923.63 (prorated)	October 16, 2019
	Cafeteria Aide (HBS) 40-02-D3/bad	\$15.00/hr Step 1 \$6,187.50 (prorated)	October 16, 2019

5.09 Motion to accept the Superintendent's recommendation and approve stipends for the following teachers to facilitate courses for the Readington Township 2019 Fall Teacher Academy Program:

FACILITATOR NAME	SCHOOL	SESSION	STIPEND
Gargi Adhikari	HBS	Lead with Phenomena & 3D Will Follow - Gr. 4-5	\$90.00
Gargi Adhikari	HBS	Lead with Phenomena & 3D Will Follow - Gr. K-3	\$90.00
Gargi Adhikari	HBS	Using Argumentation to Discuss Phenomena - Gr. 4-5	\$90.00
Courtney Calamito	RMS	Zones of Regulation	\$60.00
Lindsay Capone	RMS	Classroom Leadership: Creating Classroom Jobs	\$135.00
Lindsay Capone	RMS	Creating a Classroom Blog	\$135.00
Katie Cecala	RMS	Games Galore: Games to Play in the Classroom	\$90.00
Adam Connelly	RMS	Connection Circles	\$90.00
Jennelle Dahler	RMS	Zones of Regulation	\$60.00
Heather Gibbons	TBS	Teaching the Brain to Read: Strategies for Improving Fluency, Vocabulary and Comprehension - Book Study	\$60.00
Ann Kane	HBS	Genius Hour	\$90.00
Michele Krayem	HBS	One-Shot Wonders	\$90.00
Michele Krayem	HBS	Flipping Out for Flippity	\$90.00
Charlene Lynch	RMS	Developmental Designs (Rerun)	\$60.00

Nicole Maraventano	BOE	Units of Study in Phonics	\$90.00
Nicole Maraventano	BOE	Using Reading Assessment Data to Inform Instruction - Gr. 4-8	\$90.00
Nicole Maraventano	BOE	Using Reading Assessment Data to Inform Instruction - Gr. K-3	\$90.00
Barbara Pauley	HBS	Mental Health in the Classroom: Alphabet Soup Gr. 4-5	\$90.00
Barbara Pauley	HBS	Mental Health in the Classroom: Alphabet Soup - Gr. K-3	\$90.00
Jodi Rehrig	BOE	Ready Classroom Routine Articulation - Gr. 4-5	\$90.00
Jodi Rehrig	BOE	Ready Classroom Routine Articulation - Gr. K-3	\$90.00
Jodi Rehrig	BOE	Lesson Consolidation	\$90.00
Jodi Rehrig	BOE	Show Me the EVIDENCE! - Gr. 4-5	\$90.00
Jodi Rehrig	BOE	Show Me the EVIDENCE! - Gr. 3	\$90.00
Stephanie Singer	RMS	The Makery & Arts Integration	\$60.00
Jillian Tundidor	RMS	Google Classroom - New and Improved!- Gr. K-3	\$90.00
Jillian Tundidor	RMS	Google Classroom - New and Improved!- Gr. 4-8	\$90.00
Leslie Weintraub	TBS	The Gift of Failure - Book Study	\$90.00
Erica Winebrenner	TBS	Language Taken for Granted	\$90.00
Erica Winebrenner	TBS	Speaking to Connect	\$90.00

## **COMMUNICATION**

**Committee Report:** Robyn Mikaelian provided minutes for the meeting held on September 23, 2019.

Motion to adopt 6.01 - 6.02

**Motion: Mr. Egbert    Second: Mrs. Shinn    Roll Call Vote: Carried 8 Yes**

6.01    Motion to approve the following attached policies and regulations for first reading:  
(Attachment 6.01)

- Policy 3159 - Teaching Staff Member/School District Reporting Responsibilities
- Policy 6112 - Reimbursement of Federal and Other Grant Expenditures
- Regulation 6112 - Reimbursement of Federal and Other Grant Expenditures
- Policy 7510 - Use of School Facilities
- Policy 8630 - Bus Driver/Bus Aide Responsibility and Emergency School Bus Procedures
- Regulation 8630 - Bus Driver/Bus Aide Responsibility and Emergency School Bus Procedures
- Policy 9210 - Parent Organizations

6.02 Motion to approve the Facility Use Fee Schedule.  
(Attachment 6.02)

#### **UNFINISHED BUSINESS**

- Eric Zwerling provided an overview of the National Green Ribbon presentation held in Washington D.C. for Holland Brook School, which achieved the recognition in 2019. Don Race, Facilities Manager, and Eric Zwerling, Board Member, represented the district at the awards ceremony.
- Laura Simon gave a reminder about the NJSBA Convention next week.

#### **NEW BUSINESS FROM BOARD**

- None

#### **OPEN TO THE PUBLIC**

- Karen Tucker thanked the following staff relating to the tragedy at Hunterdon Central that spent two days there: Ellen Goodfellow, Barbara Pauley, Paul Smith, Monique Patti, and Robyn Wild.

#### **EXECUTIVE SESSION - 8:31p.m.**

**Motion: Mrs. Shinn      Second: Mr. Egbert      Roll Call Vote: Carried 8 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 HIB 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 - 8:40 p.m.**

**Motion: Mrs. Shinn**

**Second: Mr. Egbert**

**Roll Call Vote: Carried 8 Yes**

**ADJOURNMENT**

**Motion to Adjourn at 8:41 p.m.**

**Motion: Mrs. Shinn**

**Second: Mr. Egbert**

**Roll Call Vote: Carried 8 Yes**

Respectfully submitted,

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

**Laura Simon  
Board President**