

READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual Meeting

Regular Meeting 7:00 p.m.

May 19, 2020

MINUTES

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

Laura Simon called the meeting to order at 7:00 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, Carolyn Podgorski, Andrew Saunders, Thomas Wallace, Eric Zwerling, Anna Shinn, Laura Simon

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

Absent: None

Flag Salute

Superintendent's Report

- Sarah Pauch presented the district's results for NJSLA-Science assessment taken in the spring of 2019, grades 5 and 8. Assessments for the spring of 2020 have been cancelled per the State of New Jersey. The district is analyzing the data to improve student instruction and curriculum.
- Dr. Hart presented the modified protocols for close-out of the school year given remote learning shall remain in place for the remainder of the 2019-2020 school year by order of the Governor of New Jersey. Teachers will have multiple days to perform their closure protocols, and students shall have curbside drop-off and pickup of materials near the end of June by appointment. Protections and safety precautions shall be put in place to mitigate risks, adhere to Governor's executive orders, and provide wellbeing for students and staff. The Department of Health and OEM are reviewing our procedures, and we will need to be flexible. He further reviewed the revised school calendar which is on the board meeting for tonight for vote.

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

- None

CORRESPONDENCE

- Email M.W. - Transportation

ADMINISTRATIVE REPORTS

Motion to adopt 1.01

Motion: Mr. Egbert Second: Mrs. Shinn Roll Call Vote: Carried 9 Yes

1.01 April 2020 Enrollment and Drill Reports

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mr. Wallace Second: Mrs. Shinn Roll Call Vote: Carries 9 Yes

2.01 Motion to approve the Meeting Minutes May 5, 2020.

2.02 Motion to approve the Executive Session Meeting Minutes May 5, 2020.

FINANCE/FACILITIES

Committee Report - None

Motion to adopt 3.01- 3.08

Motion: Mr. Egbert Second: Mr. Wallace Roll Call Vote: Carried 9 Yes

3.01 Motion to approve the **Bill List** for the period from **May 7, 2020** through **May 20, 2020** for a total amount of **\$232,485.63**.
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule as of May 19, 2020** for a Total amount of **\$4,865.56**.
(Attachment 3.02)

3.03 Resolved to renew the District's employee insurance benefits with AmeriHealth, Horizon Dental and Guardian Long-Term Disability for the 2020-2021 school year.

(Attachment 3.03-3.03a)

3.04 Motion to approve the following change order for the Security Vestibule Project:

CHANGE ORDER #	CHANGE	AMOUNT
CO-05	General Repair Allowance	(\$25,000.00) credit
CO-06	Power Wiring to Fire Shutters	\$3,063.06
CO-07	Hardware Changes	\$3,204.43

3.05 Motion to approve the following Resolution:

WHEREAS, the Readington Township Board of Education is in receipt of the Comprehensive Annual Financial Report FY 2018-19 (CAFR) and the Auditor's Management Report as prepared and submitted by Bedard, Kurowicki & Co., CPA and

WHEREAS, the Board of Education accepted at its board meeting on January 21, 2020 the report and approved the corrective action plans for any recommendations from the auditing firm, and

NOW, THEREFORE BE IT RESOLVED that the Readington Township Board of Education accepts the certification of implementation of the corrective action plan approved at its January 21, 2020 board meeting and authorizes the Business Administrator to file with the Department of Education the Certification of Implementation of the Corrective Action Plan for the Fiscal Year Ended June 30, 2019 for the recommendations in the report:

Recommendation 2019-001: The Extraordinary Aid application should be completed to accurately reflect costs of all eligible students; and

Corrective Action: Data input into the Application for Special Education Extraordinary Aid shall be reviewed prior to final submission to ensure traces and agrees to underlying data calculation reflecting student and staff information for each student submission. The Pupil Services Department shall ensure the accuracy of data input to the application, and the business office will be responsible for reviewing the information input prior to final submission; and

Certification of Implementation: Data input into the Application for Special Education Extraordinary Aid was reviewed by the Pupil Services Department and Business Office for accuracy, and subject to audit procedures by the auditing firm Bedard, Kurowicki & Co., CPA prior to final submission.

3.06 Motion to approve the Maschio's Emergency Contract Modifications for the 2019-2020 school year due to the Novel Coronavirus. (Attachment 3.06)

3.07 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education ("Board") seeks to upgrade software for security and monitoring purposes; and

WHEREAS the Board has funding in its General Fund for this software upgrade; and

WHEREAS there is proprietary software designed by TBS Controls, LLC for the Holland Brook School HVAC controls to upgrade software necessary for boiler and HVAC operations; and

WHEREAS the use of a different vendor and/or software for the security project would unnecessarily escalate the costs and lose the interconnectability with internal systems and devices that rely on this proprietary software installed, thereby defeating the purpose of public contracting laws;

NOW, THEREFORE BE IT RESOLVED that the Board hereby authorizes the proprietary upgrade of HVAC software not to exceed \$12,912.00 from an authorized vendor TBS Controls, LLC to install software to effectuate this means. (Attachment 3.07)

3.08 Motion to approve the authorization of the Business Administrator to submit Direct Install CMC agreements with the New Jersey Clean Energy Program for LED and HVAC upgrades at Whitehouse School and Three Bridges School during the 2020-2021 school year at a district cost of \$60,287.14 for both schools utilizing capital reserve funds, with the State of New Jersey funding the remaining 80% of the total cost under program guidelines. (Attachment 3.08-3.08a)

EDUCATION/TECHNOLOGY

Committee Report - Carol Hample provided minutes for the meeting held on May 14, 2020.

Motion to adopt 4.01 - 4.04

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 9 Yes

4.01 Motion to accept the Superintendent's recommendation and adopt the following curricula for the 2020-2021 school year:

Language Arts	Gifted and Talented
Mathematics	World Languages

Social Studies	Informational Literacy
Science	Physical Education/Health
Visual and Performing Arts	Technology
School Counseling	Intervention Program
English as a Second Language	Life Skills
Preschool	
Encores: I&D, Creative Writing, Coding, Financial Literacy, Sustainability, Current Events	

4.02 Motion to accept the Superintendent’s recommendation and approve the following college student placement in the Readington Township School District for school year 2020-2021 as follows:

STUDENT	SCHOOL/PROGRAM	COOPERATING TEACHER/SCHOOL	EFFECTIVE DATES
Ernest Monaco, Jr.	TCNJ/ Student Teacher	Colleen DiGregorio/HBS Gargi Adhikari/HBS	Fall Semester 2020

4.03 Motion to approve the attached list of textbooks, instructional resources and publishers to be used to implement the curriculum for the 2020-2021 school year. (Attachment 4.03)

4.04 Motion to approve the following resolution:

WHEREAS, in response to the COVID-19 pandemic, the Governor has declared a state of emergency and a public health emergency, and ordered all schools closed for in-person instruction; and

WHEREAS, in response to the COVID-19 pandemic, the Legislature has revised N.J.S.A. 18A:7F-9 to permit the use of virtual instruction to establish compliance with the 180 school day requirement during a public health emergency, subject to Board approval of a virtual instruction program;

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the District’s program of virtual [or remote] instruction to meet the 180 school day requirement, which was previously submitted to the Department of Education on March 12, 2020, March 20, 2020, and a final revision to be submitted on May 20, 2020, and implemented since the District’s closure on March 18, 2020.

PERSONNEL

Committee Report - None

Motion to adopt 5.01

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 9 Yes

5.01 Motion to accept and acknowledge the following retirement with appreciation for her years of service:

NAME	POSITION	EFFECTIVE DATE
Vera Shashkewych	Teacher/Kindergarten (TBS) 20-03-D2/abf	June 30, 2020

COMMUNICATION

Committee Report - None

Motion to adopt 6.01

Motion: Mrs. Shinn Second: Mrs. Podgorski Roll Call Vote: Carried 9 Yes

6.01 Motion to accept the Superintendent's recommendation to approve the revised Calendar for the 2019-2020 school year.
(Attachment 6.01)

UNFINISHED BUSINESS

- Eric Zwerling asked for an update on the position for Coordinator of Sustainability and Green Initiatives. Two candidates have applied and interviewed. The position should be finalized shortly.

NEW BUSINESS FROM BOARD

- None

OPEN TO THE PUBLIC

- None

EXECUTIVE SESSION - 7:45 p.m.

Motion: Mrs. Podgorski Second: Mrs. Shinn Roll Call Vote: Carried 9 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 Superintendent evaluation and negotiations for approximately 45 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.

Thomas Wallace and Robyn Mikaelian left the meeting at 9:00 p.m. due to conflicts relating to negotiations.

RETURN TO PUBLIC SESSION – 9:30 p.m.

Motion: Mrs. Podgorski Second: Mrs. Shinn Roll Call Vote: Carried 7 Yes

ADJOURNMENT

Motion to Adjourn at 9:32 p.m.

Motion: Mrs. Podgorski Second: Mrs. Shinn Roll Call Vote: Carried 7 Yes

Respectfully submitted,

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

**Laura Simon
President, Board of Education**