

READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual Meeting
Regular Meeting 7:00 p.m.
January 19, 2021

MINUTES

Mission Statement: We empower members of our community to lead purposeful lives with integrity, to cultivate a spirit of discovery, and to embrace connections in our diverse, global society.

I. CALL TO ORDER BY BOARD PRESIDENT– OPEN PUBLIC MEETINGS ACT

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: Dr. Cerciello, Mr. Emmons, Mrs. Fiore, Mrs. Podgorski, Mr. Zwerling, Mrs. Hample, Mrs. Simon

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

Absent: Mr. Saunders, Mr. Wallace

II. FLAG SALUTE

III. SUPERINTENDENT’S REPORT

- Dr. Hart introduced Paul Nigro, Principal, who provided a highlight regarding music instruction at HBS during the pandemic. Music teachers Jack Hasselbring, John Hylkema, Kenneth Cubillas and Lori Dribbon presented how they are conducting lessons and providing instruction given the challenges presented with COVID-19 and virtual technologies. There has been a significant increase in individualized lessons being held with students. Board members and Dr. Hart thanked the teaching staff for their hard work and efforts to reach students in these challenging times.
- Dr. Hart recognized Lindsay Salaj, Readington resident and parent of children in the district, for her development of a toy drive to help needy children in the community. With the help of over 68 people in the community, Mrs. Salaj coordinated the donation of over 300 toys and gift cards to families, wrapping all the presents in advance. Ms. Salaj said thank you to everyone who helped in the effort.
- Dr. Hart presented updates on the school’s upcoming next steps for student instruction during the COVID-19 pandemic. Steps to increase in-person student instruction were highlighted particularly for students with special needs and elementary levels. This has been accomplished while maintaining 6-foot distancing recommended by the State and while operating in an orange activity report per the NJDOH for our region, Central West. Dr. Hart stated a more broad reopening will have to wait until the activity report level for our region returns to yellow per the NJDOH with Grades K-3 being subphase #1, Grades 4-5 being subphase #2, and Grades 6-8 being subphase #3. In-person learning will continue to operate on an early dismissal basis, 4 days per week with Wednesdays being virtual. Eventually, Wednesdays would become in-person as well. The 6-foot guideline will not be possible for all students to return in mass 4 days per week in all instances, but kept to maximum extent possible. Variables such as classroom size and number of students in the classroom will factor into this dynamic. Full-day instruction is not anticipated until a green activity report per the NJDOH for our region is achieved. A survey will need to be completed by parents in the coming weeks relating to the expansion of in-person instruction. Virtual instruction would be available as permitted by the State of New Jersey.

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

- Numerous community members and parents thanked Ms. Salaj for her tremendous efforts in coordinating the toy drive donation.
- Multiple persons thanked the music department for their hard work during the pandemic to further student instruction.
- Many parents asked questions of the board and Dr. Hart on the reopening plan. Questions included the NJDOH activity report, timing and methodology of expanded in-person instruction, other local districts having in-person

instruction, prioritization of students, virtual instruction, intervention and student achievement deficiencies and plans to address, instruction time and various other topics. Dr. Hart and the board addressed individually.

V. CORRESPONDENCE

- Email J.B. - Thank you
- Email R.F. - Social Studies
- Email T.K. - Next Steps

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.03
Motion: Mrs. Hample 2nd: Mrs. Podgorski Roll Call: Carried 7 Yes

1.01 December 2020 Enrollment and Drill Reports
(Attachment 1.01)

- 1.02 Motion to accept the HIB report and affirm the Superintendent's decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
1	TBS	11/10/2020	No

- 1.03 **WHEREAS**, Readington Township School District was scheduled to undergo a comprehensive NJQSAC review in the 2020-2021 school year and the board approved submission of documentation on December 8, 2020 to proceed with said review; and

WHEREAS, on December 23, 2020, the Governor of New Jersey signed law A-4975 allowing board of education's that were previously certified as high performing during a NJQSAC review in the 2017-2018 school year to either defer their 2020-2021 review in entirety until the 2023-2024 school year or optionally request the continuation of a NJQSAC review in the 2020-2021 school year; and

WHEREAS, Readington Township School District underwent a comprehensive NJQSAC review in 2017-2018 and was certified as high performing; and

WHEREAS, Readington Township School District believes undergoing a comprehensive NJQSAC review in the 2020-2021 school year shall be beneficial as a whole to determine strengths and weaknesses in our processes; and

NOW, THEREFORE, IT BE RESOLVED the board approves the Superintendent of Schools to request the continuation of a comprehensive NJQSAC review for the 2020-2021 school year formally with the County Office as originally approved on December 8, 2020.

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.03
Motion: Mrs. Hample 2nd: Mrs. Podgorski Roll Call: Carried 6 Yes, with modification of the Reorganization Meeting Minutes to reflect Mrs. Podgorski as 2nd for election purposes in minutes.
(Mrs. Fiore abstained 2.01 - 2.03)

2.01 Motion to approve the Reorganization Meeting Minutes January 5, 2021.

2.02 Motion to approve the Special Meeting Minutes January 5, 2021.

2.03 Motion to approve the Special Meeting Executive Session Minutes January 5, 2021.

C. FINANCE/FACILITIES

Committee Report: Meeting Minutes will be provided at the February 9, 2020 BOE Meeting.

3. Motion to adopt 3.01 - 3.09
Motion: Mrs. Hample 2nd: Dr. Cerciello Roll Call: Carried 7 Yes
(Mrs. Fiore abstained 3.01; 3.03-3.05; 3.08)

- 3.01 Motion to approve the Bill List for the period from December 10, 2020 through January 20, 2021 for a total amount of \$2,694,920.24.
(Attachment 3.01)
- 3.02 Motion to approve District Travel Schedule as of January 19, 2021 for a total amount of \$7,040.90.
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll** for the month of **November 2020** for a total amount of **\$2,045,506.62**.
(Attachment 3.03-3.03a)
- 3.04 Motion to ratify and approve the following **Account Transfers** for **November 1, 2020 through November 30, 2020**.
(Attachment 3.04 - 3.04c)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: November 30, 2020 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of November 30, 2020 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 November 30, 2020 and 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 November 30, 2020.
(Attachment 3.05 & 3.05a)

- 3.06 Motion to adopt the following Resolution:

Resolution of THE READINGTON TOWNSHIP BOARD OF EDUCATION AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSAL PURSUANT TO THE PUBLIC SCHOOL CONTRACTS LAW (N.J.S.A. 18A:18A-4.1(k)) IN CONNECTION WITH READINGTON BOARD OF EDUCATION'S CONTRACT WITH A FOOD SERVICE MANAGEMENT COMPANY

WHEREAS, Readington Township Board of Education ("RTBOE") desires to undertake the development and implementation of a Request for Proposal ("RFP") for contracting with a food service management company

WHEREAS, pursuant to the Department of Community Affairs Division of Local Government Services' Local Finance Notices 2008-20, dated December 3, 2008, and 2009-10, dated June 12, 2009, the Project may be procured through competitive contracting provisions of the Public Schools Contracts Law (N.J.S.A. 18A:18A-4.1(k));and

WHEREAS, pursuant to law, specifically, N.J.S.A. 18A:18A-4.3a, RTBOE must adopt a resolution authorizing the use of competitive contracting in the procurement of the food services management Co., and the issuance of the RFP;

NOW, THEREFORE, BE IT RESOLVED by the Readington Township Board of Education, as follows:

1. The aforesaid recitals are incorporated herein as if set forth at length.
2. The Business Administrator, is hereby authorized, on behalf of RTBOE, to issue the RFP utilizing the competitive contracting process in compliance with the Public School Contracts Law, and from time to time may issue any addenda thereto as deemed necessary.

- 3.07 Motion to approve an Emergency SSO FSMC Breakfast Cost Reimbursable Contract for the 2020-2021 school year to allow for breakfast to be served retroactively to November 2020 through June 2021 to students.

3.08 Motion to approve the following Resolution:

WHEREAS, the Readington Township Board of Education is in receipt of the Comprehensive Annual Financial Report FY 2019-20 (CAFR) and the Auditor’s Management Report as prepared and submitted by Bedard, Kurowicki & Co., CPA and

WHEREAS, the Board of Education is required to accept the report and approve the corrective action plans for any recommendations from the auditing firm,

NOW, THEREFORE, BE IT RESOLVED that the Readington Township Board of Education accepts and files with the Department of Education the Comprehensive Annual Financial Report and Management Report on Administrative Compliance and Performance for the Fiscal Year Ended June 30, 2020. No Corrective Action Plan is recommended.

3.09 Motion to approve the Business Administrator to solicit bids for a Holland Brook School and Readington Middle School roofing project and bleacher replacement at Readington Middle School for the 2021-2022 school year.

D. EDUCATION/TECHNOLOGY

Committee Report : Carol Hample provided minutes of the meeting held on January 11, 2021.

4. Motion to adopt 4.01 - 4.11

Motion: Mrs. Podgorski 2nd: Mrs. Hample Roll Call: Carried 7 Yes

4.01 Motion to approve the Integrated Preschool Program tuition rate of \$400.00 per child, per month (no increase) with a transportation option for an additional amount of \$100.00 round trip per month/per family or \$50.00 one way per month/per family, for the 2021-2022 school year.

4.02 Motion to approve staff non-resident student tuition rate of \$420.00, per month (no increase), for the 2021-2022 school year.

4.03 Motion to approve the Special Education Extended School Year Autism, LLD, Behavioral Disabilities, Extended Day Preschool, and Life Skills classes to occur Monday through Thursday from 9:00 a.m. - 1:00 p.m. from July 6, 2021 through August 5, 2021.

4.04 Motion to approve the Special Education Extended School Year Literacy and Preschool Disabled classes to occur Monday through Thursday from 9:00 a.m. - 11:00 a.m. from July 6, 2021 through July 29, 2021.

4.05 Motion to provide an additional 19 hours to the Extended School Year program to occur Monday through Thursday from July 6, 2021 - July 29, 2021, one hour per day for COVID-19 recovery services.

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

STUDENT	SCHOOL/PROGRAM	COOPERATING TEACHER/SCHOOL	EFFECTIVE DATES
Alexandra Collado	Rutgers University/ Part Time Clinical Practice (2 days per week)	Kelly Neuberger/HBS Julie Karus/HBS	Spring Semester 2021

4.07 Motion to amend motion 4.06 from the December 8, 2020 agenda to the following:
Motion to apply for and accept additional CARES funding in the amount of \$2,196.00 for a revised total of \$42,391.00 due to the state revised allocation.

4.08 Motion to amend the 2020-2021 IDEA Preschool grant to transfer \$2,000.00 in funding:
From: 200-500 Staff Travel/Professional Development
To: 100-600 Student Instructional Supplies

4.09 Motion to ratify and approve home instruction for student H-202101 effective January 7, 2021 through May 31, 2021. Services to be provided by LearnWell at a rate of \$48.00 per hour for 5 hours per week.

4.10 Motion to approve Integrated Speech Pathology, LLC as consultants to provide speech services for the 2020-2021 school year at a rate of \$100.00 per 30 minutes not to exceed \$3,000.00.

4.11 Motion to approve the following books for the 2020-2021 school year:

BOOK TITLE	GRADE
Frida Kahlo Artist and Activist	Grade 6
12 Adventurers with Disabilities	Grade 6
12 Athletes with Disabilities	Grade 6
12 Artists with Disabilities	Grade 6
12 Journalists and Media Personalities with Disabilities	Grade 6
12 Entertainers with Disabilities	Grade 6
12 Scientists with Disabilities	Grade 6
12 Political Leaders with Disabilities	Grade 6
12 Business Leaders with Disabilities	Grade 6
Scientists and Their Discoveries	Grade 6
Greta Thunberg: Climate Crisis Activist	Grade 6
James Baldwin: Novelist & Critic	Grade 8
Rachel Maddow: Primetime Political Commentator	Grade 8
World without Fish	Grade 8
Can Your Outfit Change the World	Grade 8
Prairie Lotus	Grade 8

E. PERSONNEL

Committee Report: Carolyn Podgorski provided minutes of the meeting held on January 13, 2021.

5. Motion to adopt 5.01 - 5.06
Motion: Mrs. Podgorski 2nd: Mrs. Hample Roll Call: Carried 7 Yes

5.01 Motion to accept the Superintendent's recommendation and ratify 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:

NAME	POSITION
Doug Radziewicz	Substitute Teacher/Aide
Kenneth Cubillas	Substitute Teacher/Aide
Angela Karas	Substitute Teacher/Aide

5.02 Motion to accept and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Doug Radzewicz	Teacher/Music (RMS) 20-01-D2/agx	\$63,025.00 MA Step 4 (prorated)	January 20, 2021
Lynda Breckinridge	Aide/Special Education (TBS) 30-03-D3-awk	\$23.16/hr Aide C Step 14 (prorated)	January 20, 2021

5.03 Motion to ratify and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Sam Kohn	Bus Driver (District) 80-06/D6/aoa	\$25.50/hr. Bus Driver Step 5 (Prorated)	*On or about January 11, 2021

* pending satisfactory completion of employment requirements

5.04 Motion to accept the following retirement with appreciation for her years of service:

NAME	POSITION	EFFECTIVE DATE
Erica Winebrenner	Speech/Language Specialist (TBS) 20-03-02/akh	June 30, 2021

5.05 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Christy Kilpatrick	Aide/Special Education (TBS) 30-03-D3-awk	January 8, 2021

5.06 Motion to accept the Superintendent's recommendation and approve extended other leave in accordance with the RTEA contract Article XII, section F for the following staff members:

EMPLOYEE	DATE
# 2147	April 15, 2021
# 6660	June 30, 2021

F. COMMUNICATION

Committee Report: No Report

6. Motion to adopt 6.01
Motion: Mrs. Hample 2nd: Dr. Cerciello **Roll Call: Carried 7 Yes**
(Mr. Emmons abstained on Policy 1620)
- 6.01 Motion to approve the following policies and regulations for second reading:
(Attachment 6.01)

- Policy 1620 - Administrative Employment Contracts
- Policy 2431 - Athletic Competition
- Regulation 2431.1 - Emergency Procedures for Sports and Other Athletic Activity
- Policy 2464 - Gifted and Talented
- Policy 5330.05 - Seizure Action Plan
- Regulation 5330.05 - Seizure Action Plan
- Policy 5610 - Suspension
- Regulation 5610 - Suspension
- Policy 5620 - Expulsion
- Policy 7510 - Use of School Facilities
- Policy 8420 - Emergency and Crisis Situation

VI. UNFINISHED BUSINESS

- Ms. Hample provided tech guidance for unmuting quickly on laptops.
- The Board discussed edits to the new agenda template to incorporate into future board agendas.

VII. NEW BUSINESS FROM BOARD

- Eric Zwerling provided minutes from the Green Committee Meeting held on January 6, 2021.

VIII. OPEN TO THE PUBLIC

- None

IX. EXECUTIVE SESSION - 8:45 p.m.

Motion: Mr. Zwerling 2nd: Mrs. Hample Roll Call: 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 legal matters and Superintendent evaluation (mid-year) for approximately 30 minutes at which time the Board expects to return to Public Session where action may 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 - 9:36 p.m.

Motion: Mrs. Hample 2nd: Mrs. Podgorski Roll Call: Carried 7 Yes

X. ADJOURNMENT

Motion to adjourn at: 9:37 p.m.

Motion: Mrs. Hample 2nd: Mr. Emmons Roll Call: Carried 7 Yes

Respectfully submitted,

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

**Laura Simon
President, Board of Education**