

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Re-Organization/Regular Meeting - 7:30 p.m.
April 28, 2009

AGENDA

1. Oath of Office

**2. Call to Order - Open Public Meetings Act -
 Roll Call - Pledge of Allegiance**

This is the Annual Organization Meeting of the Board of Education in addition to the regular Board of Education Meeting. The meeting has been properly advertised in accordance with the Open Public Meetings Act. Notices were duly posted and the meeting was advertised in the Hunterdon County Democrat. Formal action will be taken.

3. Election of President

4. Election of Vice President

5. Election of the Hunterdon County E.S.C. Representative

6. Board Action

R-1 Motion to approve the following appointments for the 2009-2010 school year:

Board Secretary	Steffi-Jo DeCasas
Treasurer of School Monies (term expires 6/30/09)	Thomas Carro
Affirmative Action Officer	Tami Crader
Right to Know Officer	Don Thornton
504 Committee Coordinator	Karen Tucker
AHERA Coordinator	Don Thornton
Substance Awareness Coordinator	Karen Tucker
Integrated Pest Management Coordinator	Don Thornton
Chemical Hygiene Officer	Don Thornton
Custodian of Records	Steffi-Jo DeCasas
Indoor Air Quality Designee	Don Thornton
Public Agency Compliance Officer	Steffi-Jo DeCasas
Certified Purchasing Agent	Steffi-Jo DeCasas

Motion:

Second:

Roll Call:

R-2 RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR
AND OPEN CONTRACT FOR PROFESSIONAL SERVICES

WHEREAS, the Readington Township Board of Education has a need to award the following professional services as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 and,

WHEREAS, the School Business Administrator has determined and certified in writing that the value of the acquisition may exceed \$17,500; and,

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

WHEREAS, the following professionals have submitted proposals indicating they will provide the services indicated as listed; and

WHEREAS, the following professionals have completed and submitted a Business Entity Disclosure Certification, if required, which certifies that the following professionals have 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 professionals from making any reportable contributions through the term of the contract, and

NOW THEREFORE, BE IT RESOLVED that the Board of Education of Readington Township authorizes **Steffi-Jo DeCasas** to enter into a contract with the following professionals described herein; and

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

BE IT FURTHER RESOLVED that these appointments be duly advertised by the School Business Administrator in the Board's official newspaper.

Board General Co-Counsel	Fogarty and Hara Partners Associates	Hourly Rate \$ 165 \$ 145
Bond Counsel	Wilentz, Goldman & Spitzer Partners Paralegals	Hourly Rate \$ 150 \$ 70 Project rates per contract are on file at Board office
School Auditor	William Colantano, Jr., Principal Manager Senior Semi Senior Junior Para-Professional (Level One) Para-Professional (Level Two) Computer Time	Hourly Rate \$ 135 \$ 90 - 100 \$ 75 - 90 \$ 60 - 70 \$ 60 \$ 25 \$ 27 \$ 50
District School Physician	Ronald Frank, M.D.	Annual Cost \$ 2,500.00
School Insurance Broker of Record	Wells Fargo Insurance Services	Fees included in premiums
AHERA Compliance Representative	PMK Group - RMS, TBS, WHS Schools Asbestos Mgmt.	Annual Cost \$ 2,750.00
Architect/Engineer of Record	SSP Architects Principal Associate Project Manager Architect Project Coordinator Designer Drafter Construction Administrator Project Communications Coordinator Specifications Writer Administrative Support Technology Consultant	Hourly Rate \$ 200.00 \$ 140.00 \$ 125.00 \$ 110.00 \$ 90.00 \$ 70.00 \$ 70.00 \$ 125.00 \$ 120.00 \$ 100.00 \$ 50.00 \$ 110.00
Tax Shelter Annuity Providers	Thomas Seely Agency, Siracusa Benefits Programs, The Security Benefit Group of Companies, Financial Resources & Retirement Advisory, Inc., Lincoln Life, AXA Advisors, and Valic Financial Advisors, Inc.	Brokers for Employee Paid Contributions
Financial Advisory Services	Capital Financial Advisors President & Vice President School Finance Consultant Executive Assistant	Hourly Rate \$ 175.00 \$ 175.00 \$ 50.00

The Louis Berger Group Engineers	Engineers for Sewer Tie-In	Hourly Rate
	Principal Engineer	\$32.69-53.85
	Manager, Facilities Engineering	\$ 54.81
	Traffic Engineer	\$ 37.02
	Senior Civil Inspector	\$ 32.56
	Mgr., Subservice Investigation	\$ 48.08
	Senior Geologist	\$ 31.49
	Manager, Civil Engineering	\$ 43.27
	Manager	\$50.48-51.44
	Senior Designer	\$ 28.37
	Engineer	\$27.88-28.85
	Manager, Traffic	\$ 64.90
	Geologist	\$ 24.28
	Project Technician	\$ 18.75
	Civil Engineer	\$ 29.81
	Vice President, Technical	\$ 74.52
	Mechanical Engineer	\$ 25.00
Manager, Security Engineering	\$ 54.81	
Senior Engineer	\$ 41.83	
Principal Electrical Engineer	\$ 45.43	
Manager, Construction Mgmt. Services	\$ 56.54	
Principal Geologist	\$ 33.41	
Project Manager	\$ 38.22	
Benefits Insurance Broker	Grinspec	Fees included in premiums
Occupational Therapist Physical Therapist	Kelli Marella Patricia Thomason	Hourly Rate \$ 67.00 \$ 110.00

Motion:

Second:

Roll Call:

R-3 Motion to authorize the following signatures on accounts maintained by the Board of Education:

General Fund Checking	President or Vice President, Board Secretary or Assistant Board Secretary and Treasurer (3)
Cafeteria Checking	President and Board Secretary or Assistant Board Secretary or Treasurer (2)
Salary Checking	President or Vice President, Board Secretary or Assistant Board Secretary and Treasurer (3)
Payroll Agency Checking	Treasurer or Board Secretary or Assistant Board Secretary (1)
District School Checking	Superintendent and Board Secretary or Assistant Board Secretary (2)
Readington Middle School Activity Account	Principal or Assistant Principal and Board Secretary or Assistant Board Secretary or Superintendent (2)
Whitehouse School Activity Account	Principal and Board Secretary or Assistant Board Secretary or Superintendent (2)
Three Bridges School Activity Account	Principal and Board Secretary or Assistant Board Secretary or Superintendent (2)
Holland Brook School Activity Account	Principal and Board Secretary or Assistant Board Secretary or Superintendent (2)
Holland Brook School Building Fund	Superintendent or Board Secretary or Assistant Board Secretary and President or Vice President (2)

Payroll Agency Reimbursement Account (flexible spending reimbursement)	Board Secretary or Assistant Board Secretary or Treasurer (1)
Capital Reserve Account	Superintendent and Board Secretary or Assistant Board Secretary(2)
Construction Account	Superintendent or Board Secretary or Assistant Board Secretary and President or Vice President (2)
Remediation Account	Superintendent or Board Secretary or Assistant Board Secretary and President or Vice President (2)

Motion:

Second:

Roll Call:

R-4 Motion to authorize maintaining the following petty cash accounts:

Account Title	Balance	Expenditure Limit
Readington Middle School Petty Cash	\$100.00	\$25.00
Holland Brook School Petty Cash	\$100.00	\$25.00
Three Bridges School Petty Cash	\$100.00	\$25.00
Whitehouse School Petty Cash	\$100.00	\$25.00
Central Office Petty Cash	\$100.00	\$25.00
Pupil Services Petty Cash	\$100.00	\$25.00
Curriculum and Instruction Petty Cash	\$100.00	\$25.00
Office of Technology Petty Cash	\$100.00	\$25.00
Transportation Department Petty Cash	\$100.00	\$25.00

Motion:

Second:

Roll Call:

R-5 Motion to approve the Hunterdon County Democrat as the primary official weekly newspaper for legal notices and the Courier News and the Star Ledger as alternate daily newspapers for legal notices.

Motion:

Second:

Roll Call:

R-6 Be It Resolved that TD Bank be designated as the depository of record for the Readington Township Board of Education, and be it Further Resolved that investments can be secured in any other bank holding a current certificate of eligibility from the New Jersey State Banking Association.

Motion:

Second:

Roll Call:

R-7 Motion to designate the School Business Administrator/Board Secretary as School Funds Investor pursuant to all applicable legislation and regulations.

Motion: **Second:** **Roll Call:**

R-8 Motion to approve the following curricula/programs:

Language Arts	World Languages
Mathematics	Media
Social Studies	Physical Education/Health
Science	Technology
Visual and Performing Arts	Intervention Program
School Counseling	Innovation and Design
English as a Second Language	
Gifted and Talented/Enrichment	

Motion: **Second:** **Roll Call:**

R-9 Motion to approve the list of textbooks, instructional resources and publishers to be used to implement the curriculum.

Motion: **Second:** **Roll Call:**

R-10 Motion to have the Combined Statement of Results of the **2009-2010 School Election** made a part of the Re-Organization Meeting Minutes and to recognize the following unofficial election results (awaiting County Clerk certification).

Results of the Election for Membership on the Board of Education for a 3-year term:

Annette Marsh	1,232
Joan Neumann	1,175
Janet Cole	1,295

General Fund tax request of	\$ 28,038,539
FOR: 962	AGAINST: 1,169

Motion: **Second:** **Roll Call:**

7. Open to the Public (Limited to Action Items on the Agenda)

8. Meeting Minutes for Approval

- Motion to approve the Minutes of the Regular Meeting of April 7, 2009.

Motion: Second: Roll Call:

- Motion to approve the Minutes of the Executive Session of April 7, 2009.

Motion: Second: Roll Call:

- Motion to approve the Minutes of the Special Meeting, Executive Session of April 21, 2009.

Motion: Second: Roll Call:

9. Superintendent's Report

10. Correspondence

11. Committee Reports/Motions

FINANCE/FACILITIES

A-1 Motion to approve the bill list for the period from April 4, 2009 to April 20, 2009 for a total amount of \$1,512,2511.44.

Motion: Second: Roll Call:

A-2 Motion to approve district travel schedule #20090428 for a total amount of \$1,251.80.

Motion: **Second:** **Roll Call:**

A-3 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: **March 31, 2009**. Pursuant to N.J.A.C. 6A:23-2.11(c)3, the Business Administrator/ Board Secretary certifies that as of **March 31, 2009**, 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.

Steffi-Jo DeCasas, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of **March 31, 2009**, 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 **March 31, 2009**.

Motion: **Second:** **Roll Call:**

A-4 Motion to approve the receipt of **NCLB funds** for the 2008-2009 school year as follows:

Title II-A \$ 30,970
Title IV \$ 3,278

Motion: **Second:** **Roll Call:**

A-5 WHEREAS, the Readington Township School District has received notification that it has qualified for State Construction Grant Funds;

NOW THEREFORE BE IT RESOLVED to accept the following listed State Construction Project Grants and authorize the Superintendent to execute contracts for same; and be it

FURTHER RESOLVED to appoint SSP Architects, the District's architect of record, as the design consultant for these projects who will prepare all plans, specifications, drawings and necessary bid-related documents; and be it

FURTHER RESOLVED that the Business Administrator/ Board Secretary is authorized to supervise these school facility projects and as the District's Qualified Purchasing Agent is also authorized to solicit bids for the projects named herein:

Project #	Description	Schedule Forms	Final Eligible Costs	State Share	District Share
4350-050-09-1001	RMS-HVAC Upgrades	1	\$ 545,000	\$ 218,000	\$ 327,000
4350-050-09-1002	RMS Boiler Replacement	1	\$ 1,380,000	\$ 552,000	\$ 828,000
4350-060-09-1003	TBS HVAC Upgrades	2	\$ 345,000	\$ 138,000	\$ 207,000
4350-070-09-1004	WHS HVAC Upgrades	4	\$ 175,000	\$ 70,000	\$ 105,000
4350-070-09-1005	WHS Boiler Replacement	2	\$ 435,000	\$ 174,000	\$ 261,000

Motion: **Second:** **Roll Call:**

A-6 Motion to reduce the **2008-2009 Budget** in accordance with P.L. 2009, c. 22(S15) by **\$117,172** as indicated:

Revenue Account	10-3177-000	\$117,172
Expense Accounts	11-000-270-241-000-107	\$ 55,322
	11-000-291-241-000-100	\$ 61,850

Motion: **Second:** **Roll Call:**

A-7 Motion to approve the **Lease Agreement** for the **2009-2010** school year between **Peter Chesson** and the Board of Education for the use of a maintenance garage at a monthly rental fee of **\$4,941.00**.

Motion: **Second:** **Roll Call:**

A-8 Motion to approve a Lease Agreement, per **State Contract No. T2075**, with **Sharp Business Systems** of New Jersey for the lease of **10 copiers** at a cost of **\$3,591 per month**, with an overage cost of .0045 per copy.

Motion: Second: Roll Call:

A-9 Motion to authorize **SSP Architects** to oversee an energy benchmarking project for the District at a cost not to exceed **\$6,900.00**.

Motion: Second: Roll Call:

EDUCATION/TECHNOLOGY

B-1 Motion to approve an **Assistive Technology Evaluation** for a student to be completed by **Dr. Brian S. Friedlander** of **AssistiveTek, LLC** at a cost not to exceed **\$900.00**.

Motion: Second: Roll Call:

B-2 Motion to approve **Brookfield Schools** to provide home instruction to **Student H-91** from April 6, 2009 to May 19, 2009 at a rate of **\$30.00 per hour**, not to exceed **\$1,800.00**.

Motion: Second: Roll Call:

B-3 Motion to approve the **Non-Public Services Contract** for the 2009-2010 school year with the **Hunterdon County ESC** to provide auxiliary services, if needed, pertaining to Chapters 192-193, Individuals with Disabilities Act-B Initiative and Chapter 226 Nursing Agreement (per attached).

Motion: Second: Roll Call:

B-4 Motion to approve the Hunterdon County Educational Services Commission to provide **Child Study Team services** for the 2009-2010 school year if needed, at the Hunterdon County Educational Services Commission School Services Member Rates as identified in the contract rate schedule.

Motion: Second: Roll Call:

B-5 Motion to approve **Laura Eville, R.V.C.C. student**, to observe for three hours at Holland Brook School, and three hours at Readington Middle School between May 1, 2009 and June 1, 2009.

Motion: **Second:** **Roll Call:**

B-6 Motion to approve **Alicia Stevenson**, New Jersey Program Coordinator for the **NAMI NJ "Basics" Program**, as a presenter for the April 28, 2009 curriculum half day, to be paid at the rate of **\$250.00** for a 1.5 hour workshop.

Motion: **Second:** **Roll Call:**

B-7 Motion to approve for first reading the following **Regulations:**

- R 2460.1** Special Education - Location, Identification, and Referral
- R 2460.8** Special Education - Free and Appropriate Education
- R 2460.9** Special Education - Transition from Early Intervention Programs to Preschool Programs
- R 2460.16** Special Education - Instructional Material to Blind or Print-Disabled Pupils

Motion: **Second:** **Roll Call:**

B-8 Motion to abolish the following Regulations:

- R 2460.5** Special Education - Participation in State-Wide Testing
- R 2460.10** Special Education - Maintenance, Access to and Confidentiality of Pupil Records
- R 2460.14** Special Education - In-Service Training

Motion: **Second:** **Roll Call:**

PERSONNEL/COMMUNICATIONS

C-1 Motion to accept the Superintendent's recommendation and approve **Courtney Calamito** as a substitute instructor for the **Success with Standards** program at Holland Brook School, at a rate of **\$30.00 per hour.**, effective April 1, 2009 through May 8, 2009.

Motion: **Second:** **Roll Call:**

C-2 Motion to accept the Superintendent's recommendation and approve **Jennifer Sabo** for payment for participation in the **3rd Steps CEU**, at a rate of **\$250.00**, for the 2008-2009 school year (Jennifer was inadvertently left off the original list).

Motion: Second: Roll Call:

C-3 Motion to accept the Superintendent's recommendation and approve the following as **Substitute Teachers/Aides**, paid at the substitute rate, in the Readington Township School District pending satisfactory completion of employment requirements:

Travis Omilian

Motion: Second: Roll Call:

12. Unfinished Business

13. New Business

14. Open to Public (Any item on or off of the Agenda)

15. Open Session (Board Comment Period)

16. Adjournment
Time of adjournment: _____