

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 6:00 p.m.
September 22, 2015

MINUTES

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

Mrs. Simon called the meeting to order at 6:12 p.m. and announced that the meeting was being held in compliance with the Open Public Meetings Act (NJSA 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. Formal action was taken.

Present: Christopher Allen, Wayne Doran, Ray Egbert, Vincent Panico, Anna Shinn, Eric Zwerling, Laura Simon

Also Present: Barbara Sargent, Superintendent, Steffi-Jo DeCasas, Business Administrator/
Board Secretary, Stephen Fogarty, Attorney

Absent: William Goodwin, Cheryl Filler

Flag Salute

EXECUTIVE SESSION 6:13p.m.

Motion: Mr. Doran Second: Mrs. Shinn 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 a student residency matter for approximately 30 minutes at which time the Board expects to return to Public Session with possible action to be taken. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, if is not presently known when such circumstances will exist.

Mrs. Simon called the meeting back to order in public session at 7:05 p.m.

The following resolution was adopted by the Board of Education upon returning from Executive Session.

Roll Call Vote – 7 Yes

RESOLUTION

WHEREAS, on or about September 22, 2015 the Readington Township Board of Education (hereinafter referred to as the “Board”) conducted a disenrollment hearing in the matter of two (2) students whose names are on file in the Superintendent’s office; and

WHEREAS, the children’s parents who are divorced were provided an opportunity to appear before the Board and to present any evidence or arguments they wish the Board to consider in support of the mother’s claim that her children were temporarily residing with her in Readington Township since on or about September 1, 2015; and

WHEREAS, the children’s mother testified that the children when residing with her are in another municipality and not Readington Township, which was also confirmed by the children’s father; and

WHEREAS, the mother testified and previously submitted a Contract of Sale for a property located in Readington Township with an anticipated closing date of October 29, 2015; and

WHEREAS, based on the proofs presented by the parents at the hearing and the whole record presented to the Board by the Superintendent, the Board determined that the children are not currently residing in Readington Township School District (hereinafter referred to as the “District”); and

WHEREAS, in the interest of maintaining the continuity of the children’s educational program the Board has determined to invoke Policy 5118 to allow the children to remain in the District as non-resident tuition students until the anticipated closing on October 29, 2015.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Based on the proofs presented by the parents at the hearing and the whole record presented to the Board by the Superintendent, the Board determined that the children are not currently residing in the District.

2. In the interest of maintaining the continuity of the children’s educational program the Board has determined to invoke Policy 5118 to allow the children to remain in the District as non-resident tuition students until the anticipated closing on October 29, 2015.

3. The two (2) children shall be permitted to continue their enrollment in the District provided that the mother establishes residency on or before October 29, 2015, which is the date she is scheduled to close title under the terms of the Contract of Sale. If the mother does not establish residency in the District on or before October 29, 2015, then the Board shall schedule a disenrollment hearing to determine what further action shall be taken.

4. The mother is hereby assessed tuition in the amount of \$255.09 per day for the period from on or about September 8, 2015 through October 29, 2015, or the date on which residency in the District is established, whichever occurs first, as a result of the mother's failure to establish her present residency in Readington Township and in accordance with Board Policy 5118.

BOARD GOALS

- Board of Education 2015-2016 Goals Discussion
Discussion of Committee structure and Budget Preparation/Discussions

SUPERINTENDENT'S REPORT

- Solar Presentation – DeCoitis, Fitzpatrick and Cole LLP and Gable Associates
- 2015-2016 District Goals

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

CORRESPONDENCE

G.H. email

ADMINISTRATIVE REPORTS

Motion to adopt 1.01

Motion: Mr. Panico Second: Mr. Allen Roll Call Vote: Carried-7 yes

1.01 Motion to approve the 2015-16 District Goals

MINUTES

Motion to adopt 2.01 – 2.02

Motion: Mr. Doran Second: Mrs. Shinn Roll Call Vote: Carried – 7 yes
(Mr. Panico abstained 2.02)

- 2.1 Motion to approve the Minutes August 25, 2015
- 2.2 Motion to approve the Executive Session Minutes August 25, 2015

FINANCE/FACILITIES

Committee Report

Motion to adopt 3.01 – 3.10

Motion: Mr. Doran **Second: Mr. Egbert** **Roll Call Vote: Carried -7 Yes**
3.07 – 5 Yes
(Mr. Egbert and Mr. Panico voted no to 3.07)

- 3.1 Motion to approve the **Bill List** for the period from **September 10, 2015** through **September 23, 2015** for a total amount of **\$1,689,273.41**. (Attachment 3.01)

- 3.2 Motion to approve **District Travel Schedule September 22, 2015** for a total amount of **\$3,732.45** (Attachment 3.02)

- 3.3 Motion to approve **Account Transfers** for **August 1, 2015** through **August 31, 2015**. (Attachment 3.03-3.03a)

- 3.4 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: July 31, 2015 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of July 31, 2015 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 July 31, 2015 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 July 31, 2015. Attachment 3.04-3.04a

- 3.5 Motion to accept a donation of an ice machine for the Readington Middle School sports teams from the Readington Athletic Booster Club. The purchase price was \$1281.75.
- 3.6 Motion to approve the following Resolution: (pending attorney review)

RESOLUTION

WHEREAS, the law firm of DeCotiis, FitzPatrick and Cole, LLP has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the "Board"); and

WHEREAS, the Board is desirous of appointing the law firm of DeCotiis, FitzPatrick and Cole, LLP to provide Special Energy Counsel professional services to the Board;

NOW, THEREFORE, BE IT RESOLVED that the Board appoints the law firm of DeCotiis, FitzPatrick and Cole, LLP as Special Energy Counsel for the 2015-16 school year. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this Resolution. The Board Secretary is hereby directed to publish a notice of this Award in the official Newspaper of the Board.

- *3.07 Motion to approve the following Resolution: (pending attorney review)

WHEREAS, the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), is the Lead Agency in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 et seq, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, under EDECA, NJSBA is authorized to provide other energy-related services to its members; and

WHEREAS, NJSBA and the New Jersey Association of School Administrators (NJASA) has created, and is offering to schools districts and others, the ACESplus Program, which is designed to assist participating members with the evaluation and implementation of certain energy related programs, including Renewable Energy Programs; and

WHEREAS, Readington Board of Education ("District") desires to participate in the ACES plus Program; and

WHEREAS, the Lead Agency, via its professional energy consultant, will work with the District to evaluate, develop and administer an RFP process to select a solar power purchase agreement provider and provide related construction administration services in accordance with the requirements of the Public School Contracts Law (N.J.S.A. 18A:18A 4.6AND 4.1), EDECA and the Proposal presented as Exhibit A, (the "Proposal"); and
NOW, therefore be it

RESOLVED that the District binds itself to NJSBA as the Lead Agency to provide Renewable Energy-related services under the ACESplus Program; and, be it

FURTHER RESOLVED the District accepts the Proposal and authorizes and directs Gabel Associates to execute same; and be it

FURTHER RESOLVED that the Lead Agency, via its professional energy consultant, is hereby authorized to work with District representatives to evaluate, develop and administer an RFP process and provide related construction administration services for the District, as authorized by, and in accordance with the requirements of, the Public School Contracts Law (N.J.S.A 18A;18A 4.6and 4.1). EDECA and the Proposal; and, be it

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage.

3.8 Motion to authorize Legacy Benefits Group to offer voluntary life insurance coverage through New your Life Insurance to Readington Township School District employees through a payroll deduction plan effective September 23, 2015.

3.9 Motion to approve the following resolution:

Be it Resolved that, the Readington Board of Education does not require the Center School to apply for and receive funding from the Child Nutrition Program (CNP) for the 2015-2016 school year.

Be it Resolved that the Readington Board of Education does not require the Center School to charge students for reduced and/or paid meals for the 2015-2016 school year.

*3.10 Motion to authorize the transfer of \$811 from the Student Activities Camp Bernie fund and \$262 from the Destination Imagination fund that has been inactive since 2012 to the Student Activity General Fund.

EDUCATION/TECHNOLOGY

Committee Report

Motion to adopt 4.01 – 4.09

Motion: Mr. Panico

Second: Mr. Egbert

Roll Call Vote: Carried – 7 yes

4.1 Motion to approve 2015-2016 field trips for TBS, WHS, HBS and RMS.
(Attachment 4.01)

Judith Jones	Elaine Powell	Trevor Ciccarino
Thomas Maiorana	Krupa Guruvayurappan	Amy Huneau
Elina Scchervinsky	*Joy Iferika-Osawe	*Allison Caron
Jacqueline Aramburo		

5.02 Motion to accept the following resignations:

NAME	POSITION	EFFECTIVE DATE
Debra Reed	Instructional Aide - TBS	August 9, 2015
Dina Innocenti	Instructional Aide - RMS	August 31, 2015
Kevin Russo	Network Systems Admin.	October 2, 2015
Laurie Somma	Instructional Aide - RMS	August 31, 2015

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Hillary Hargraves-Dix (Replacing Jacquelyn Carmeans)	Teacher/Special Ed (RMS) 20-01-D2/aie	\$53,280 B, Step 1	09/01/2015 – 06/30/2016
Kathleen Cascio (Replacing Nicole Morelli)	Instructional Aide (WHS) 30-04-D3/awo	\$17.05/hr NC, Step 5 (Full Time – 6.5 hrs.)	09/01/2015 – 06/30/2016
Hilary Neilson (Replacing Lisa Allen)	Instructional Aide (WHS) 30-02-D3/atf	\$18.05/hr. C, Step 1 (Full Time – 6.5 hrs.)	09/01/2015 – 06/30/2016
Jordan Marcus (Replacing Dina Innocenti)	Instructional Aide (RMS) 30-014-D3/axp	\$16.30/hr NC, Step 2 (Full Time – 6.5 hrs.)	09/01/2015 – 06/30/2016
Dina Cirianni (Replacing Rebecca Kranz)	Instructional Aide (HBS) 30-02-D3/awh	\$16.30/hr NC, Step 2 (Part Time – 3.25 hrs.)	09/01/2015 – 06/30/2016
Beth Hanrahan (Replacing Jutta Glauber)	Instructional Aide (TBS) 30-03-D3/awg	\$18.30/hr. C, Step 2 (Part Time – 4.25 hrs.)	09/01/2015 – 06/30/2016
Theresa Amster (Replacing Nancy Belick)	Instructional Aide (RMS) 30-01-D3/awv	\$16.30/hr NC, Step 2 (Full Time)	09/01/2015 – 06/30/2016
Jutta Glauber (New Position)	Kindergarten Aide (TBS) 30-03-D3/ayo	\$17.05/hr NC, Step 5 (Full Time)	09/01/2015 – 06/30/2016
Carrie Hornberger (Replacing Jack Kimple)	Instructional Aide (HBS) 30-02-D3/asa	\$18.30/hr C Step 2 (Full Time)	09/08/2015 – 06/30/2016

Nancy Quinlin (Replacing Roseanne Vittiello)	Instructional Aide (RMS) 30-01-D3/axn	\$18.61/hr NC Step 10 (Part Time – 3 hrs.)	09/08/2015 – 06/30/2016
Tracy Pereira (Replacing Alexzandria Tragno)	Instructional Aide (WHS) 30-04-D3/axr	\$17.05/hr NC Step 5 (Part Time – 3.5 hrs.)	09/08/2015 – 06/30/2016
Kimberly Pfauth (Replacing Kathleen Kirk)	Instructional Aide (TBS) 30-03-D3/auq	\$18.61/hr NC Step 10 (Part Time - 3.5 hrs.)	09/08/2015 – 06/30/2016
*Alyssa DeLuca (Replacing Tiffany Vocke's New Position)	Instructional Aide (WHS) 30-04-D3/awp	\$16.55/hr NC Step 3 (Full Time)	09/21/2015 – 06/30/2016
Nicholas Alfano (Replacing Kevin Russo)	Network Administrator 15-05-D3/arc	\$53,000	10/05/2015 – 06/30/2016
Megan Sopko (Replacing Tiffany Vocke)	Instructional Aide (HBS) 30-02D3/arv	\$18.80/hr C Step 4 (Full Time)	09/08/2015 – 06/30/2016
Steven Struble (Replacing Wesley Santo)	Custodian (RMS) 70-04-D5/ap	\$35,560 Step 1	10/01/2015 – 06/30/2016

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

Name	Position	Salary/Step	Effective Dates
Gregory Gormly	Teacher/PE/Health Leave Replacement Teacher – HBS (new position #)	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	9/1/2015 – 12/23/2015

5.05 Motion to accept the Superintendent's recommendation and approve Dorothy Calkin as a temporary substitute part-time art teacher at Readington Middle School.

5.06 Motion to accept the Superintendent's recommendation and approve the following position control changes and designated transfers for the 2015-2016 school year.

Jutta Glauber	Create a new position	30-03-D3/ayo	TBS Kindergarten Aide (full time)
Robert D'Alonzo	Transfer from: To:	20-02-D2/agm 20-02-D2/aym	HBS Teacher/PE/Health TBS .2 Teacher/PE/Health WHS .6 Teacher/PE/Health HBS .2 Teacher/PE/Health
Carrie Sivo	Transfer from: To:	20-01-D2/avr 20-02-D2/avs 20-02-D2/agm	RMS .2 Teacher/PE/Health HBS .8 Teacher/PE/Health HBS Teacher/PE/Health
Nancy Hill	Transfer from: To:	40-01-D3/akq 30-04-D3/alj	RMS .4 Cafeteria Aide RMS Instructional Aide
Amy Ostmann	Transfer from: To:	30-04-D3/avj 30-04-D3/ayq	WHS Instructional Aide WHS Instructional Aide
*Alyssa DeLuca	Transferred to New Position: From:	30-04-D3/awp 30-02-D3/arv	WHS Instructional Aide HBS Instructional Aide
*Jack Kimple	Transferred to new position: From:	30-01-D3/ayr 30-02-D3/asa	RMS Instructional Aide HBS Instructional Aide
	Delete	20-01-D2/avr 20-02-D2/asa	.2 RMS Teacher/PE/Health .8 HBS Teacher/PE/Health

5.07 Motion to approve the following salary increases in recognition of the following employees' attainment of additional credits for lateral movement per the RTEA Guide.

Employee Name	School	Effective Date	From step	To step
Courtney Calamito	RMS	09/01/2015	BA, Step 8	BA+15, Step 8
Denise Birmingham	RMS	09/01/2015	BA, Step 12	BA+15, Step 12

- 5.08 Motion to accept the following resignations for the purpose of retirement, with appreciation for their years of service to the Readington Township School District

Name	Position	Effective Date
Barbara Charles	Secretary/Guidance	February 2, 2016

- 5.09 Motion to approve the following rates for Substitute Teachers/Aides/nurses for the 2015-2016 School year:

- Teachers: \$ 95/day
- School Nurses: \$150/day
- Teacher Aide: \$ 70/day
- Clerical Aides: \$ 70/day

- 5.10 Motion to approve the following mentors for the 2015-2016 school year as follows:

New Staff Member	Mentor	Term
Albano, Anna/WHS	Hagan, Barbara	1/4 Year
Astorina, Antonietta/WHS	Swider, Alisa	Full Year
Corbett, Sandra/TBS	Dearstyne, Sarah	1/3 Year
Gormly, Gregory/TBS	Dubroski, Edward	1/3 Year
Hargraves-Dix, Hillary/RMS	Spatz, Melissa	Full Year
Menza, Meagan-Ashley/RMS	Alber, Blair	Full Year
Morelli, Nicole/WHS	Majowka, Amy	2/3 Year
Phillips, Pamela/RMS	Tundidor, Jillian	Full Year
Rito, Monica/WHS	Tumolo, Anthony	2/3 Year
Sarmiento, Margaret/RMS	Lima, Yolanda	2/3 Year
Wright, Jeremy/TBS	Meer, Elyse	Full Year

- 5.11 Motion to accept the Superintendent's recommendation and approve the following teachers for facilitating workshops at the September 2, 2015 In-service Day:

Teacher/Facilitator	Prep Time	Amount
Bartus, Julie	3.0 hours	\$90.00
Bengels, Emily	1.5 hours	\$45.00
Bennington, Mindy	1.5 hours	\$45.00
Daly, Will	1.5 hours	\$45.00
Dauernheim, Kristi	1.5 hours	\$45.00
Ehler, AnneMarie	1.5 hours	\$45.00
Hendershot, Carey-Ann	1.5 hours	\$45.00
Hendershot, Carey-Ann	1.5 hours	\$45.00
Hengst, Filomena	1.5 hours	\$45.00
Hengst, Filomena	3.0 hours	\$90.00
Krial, Sherry	1.5 hours	\$45.00
Krial, Sherry	1.5 hours	\$45.00
Krial, Sherry	1.5 hours	\$45.00
Krial, Sherry	3.0 hours	\$90.00
Lopes-Shreiber, Zelia	1.5 hours	\$45.00
MacDade, Katie	1.5 hours	\$45.00
MacDade, Katie	1.5 hours	\$45.00
McGivney, Beth	1.5 hours	\$45.00
Mirsky, Shaina	1.5 hours	\$45.00
Mirsky, Shaina	1.5 hours	\$45.00
Poroski, Kristin	1.5 hours	\$45.00
Sabo, Jennifer	1.5 hours	\$45.00
Sabo, Jennifer	1.5 hours	\$45.00
Smith, Elaine	1.5 hours	\$45.00

- 5.12 WHEREAS board policies 3221 and 3222 require that the board shall annually adopt evaluation rubrics for teachers and teaching staff members in accordance with N.J.A.C.6A:10-2.2(a and b) NOW THEREFORE BE IT

RESOLVED that the Readington Township Board of Education hereby adopts the Charlotte Danielson Method.

- 5.13 WHEREAS board policies 3223 and 3224 require that the board shall annually adopt evaluation rubrics for administrators in accordance with N.J.A.C.6A:10-2.2(a and b) NOW THEREFORE BE IT

RESOLVED that the Readington Township Board of Education hereby adopts the Kim Marshall Method.

- *5.14 Motion to approve Mindy Bennington to provide home instruction for student H-156 at a rate of \$30/hr not to exceed 60 hours.

- *5.15 Motion to appoint Jodi Betterman, Energy Coordinator, for the 2015-16 School Year at an hourly rate of \$ 30 not to exceed 20 hours per week.

- *5.16 Motion to approve the attached list of Chaperones to be compensated in accordance with the RTEA contract, \$25/hr. for the 2015-16 school events at RMS.
(Attachment 5.19)

- *5.17 Motion to approve the following Team Leaders for the 2015-16 school year:

Blair Alber and Sharon Rickman	6th
Stacey Skene and Jennifer Sabo	7th
Melissa Spatz and Will Daly	8th
Michelle Hoff	Encores

- *5.18 Motion to approve the attached list of RMS clubs and advisors with compensation as established by the RTEA contract for the 2015-16 school year. (Attachment 5.21)

(Tabled due to questions regarding pre approval)

- *5.19 Motion to approve the payment of \$1000 to Tracy Fitzgerald for oversight in painting the RMS mural this summer with funding provided through the student activity account.

UNFINISHED BUSINESS

NEW BUSINESS FROM BOARD

OPEN TO THE PUBLIC

EXECUTIVE SESSION 9:26 p.m.

Motion: Mr. Doran

Second: Mr. Panico

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 the Superintendent's Merit Goals, with possible action to be taken, for approximately 30 minutes at which time the Board expects to return to Public Session with action to 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 9:50 p.m.

Motion: Mr. Doran

Second: Mr. Panico

Vote: Carried -7 Yes

Motion to approve the Superintendent's Merit Goals for the 2015-2016 school year.

ADJOURNMENT

Motion to Adjourn at 9:51 p.m.

Motion: Mr. Panico

Second: Mrs. Shinn

Vote: Carried -7 Yes

Respectfully submitted,

**Steffi-Jo DeCasas
Business Administrator/Board Secretary**