

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 7:30  
October 14, 2014

**AGENDA**

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

This meeting is being held in compliance with the Open Public Meetings Act and is open to the media and public. Notices were duly posted, and the meeting was advertised in the Hunterdon County Democrat. Formal action may be taken.

**ROLL CALL:**

Wayne Doran		Ray Egbert		William Goodwin	
Vincent Panico		Laura Simon		Eric Zwerling	
Cheryl Filler		David Livingston			

**SUPERINTENDENT’S REPORT**

- Mickelson Academy

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

**CORRESPONDENCE**

- Recognition of Dominic Vastano for achieving his Eagle Scout award.

**ADMINISTRATIVE REPORTS**

Adoption of 1.01 – 1.02

**Motion:**

**Second:**

**Vote:**

**ROLL CALL:**

Wayne Doran		Ray Egbert		William Goodwin	
Vincent Panico		Laura Simon		Eric Zwerling	
Cheryl Filler		David Livingston			



- 3.01 Motion to approve the **Bill List** for the period from **September 25, 2014** through **October 15, 2014** for a total amount of **\$2,207,389.05**. (Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule October 14, 2014** for a total amount of **\$2,439.36**. Attachment 3.02
- 3.03 Motion to approve **Account Transfers** for **September 1, 2014** through **September 30, 2014**. Attachment 3.03
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: August 31, 2014 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of August 31, 2014 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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**Steffi-Jo DeCasas, Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as August 31, 2014 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, 2014. Attachment 3.04

- 3.05 Motion to approve the 2014-2015 M-1 and Comprehensive Maintenance Plan. Attachment 3.05
- 3.06 Motion to close the Club and the Library Sub Accounts of the Three Bridges School Student Activity Account and transfer the applicable funds to the School Sub Account of the TBS Student Activity Account.
- 3.07 Motion to adopt the following resolution:

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF READINGTON, IN THE COUNTY OF HUNTERDON, NEW JERSEY DIRECTING THE UNDERTAKING OF A CONTINUING DISCLOSURE REVIEW AND AUTHORIZING PARTICIPATION IN THE "MUNICIPALITIES**

**CONTINUING DISCLOSURE COOPERATION" INITIATIVE OF  
THE DIVISION OF ENFORCEMENT OF THE U.S. SECURITIES  
EXCHANGE COMMISSION**

**WHEREAS**, the Board of Education of the Township of Readington in the County of Hunterdon New Jersey (the "Issuer") has previously issued one or more series of bonds and or notes, including in the past five (5) years pursuant to one or more preliminary and final official statements (collectively, the "Bonds"); and

**WHEREAS**, in connection with the issuance of such Bonds, the Issuer covenanted with Bondholders to provide certain secondary market information on an annual basis to the Nationally Recognized Municipal Securities Information Repositories (pre-2009) and to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port (2009 to present) ("EMMA"), including, but not limited to, audited financial statements, budgets, other financial and operating data and ratings changes; and

**WHEREAS**, the Securities and Exchange Commission (the "SEC") has recently focused attention on what it alleges is widespread failure of local government issuers across the nation to meet their continuing disclosure obligations and misrepresentation through material misstatements in an official statement (innocently, inadvertently or otherwise) of past compliance with continuing disclosure obligations; and

**WHEREAS**, in an effort to remedy these perceived issues, the SEC has implemented the Municipalities Continuing Disclosure Cooperation Initiative (the "MCDC"), a limited-time program ending at 12:00 a.m. on December 1, 2014, that encourages issuers of municipal bonds, including the Issuer, to self-report possible material misstatements or omissions, made in the past five (5) years in an official statement regarding compliance with prior continuing disclosure obligations; and

**WHEREAS**, by participating in the MCDC, issuers agree to accept certain non-monetary penalties, in lieu of unknown, and, potentially significant monetary and non-monetary penalties the SEC has threatened on issuers that do not participate in the MCDC, should the SEC determine that an issuer has made material misstatements in an official statement regarding compliance with prior continuing disclosure obligations; and

**WHEREAS**, by participating in the MCDC, issuers agree to accept the following penalties, if imposed by the SEC (i) compliance with a cease and desist order in which the issuer neither admits nor denies the findings of the SEC, (ii) implementation of policies, procedures and training regarding continuing disclosure obligations, (iii) compliance with all existing continuing disclosure undertakings, (iv) cooperation with any further SEC investigation, (v) disclosure of settlement terms in any final official statement issued within five years of the date of institution of the proceedings, and (vi) production to the SEC of a compliance certificate regarding the applicable undertakings on the one year anniversary of the proceedings; and

**WHEREAS**, the Issuer desires to conduct a disclosure review which will (i) summarize the results of the Issuer's prior compliance with its secondary market disclosure obligations and (ii) compare those results to the statements made by the Issuer in its official statements regarding past compliance (the "Disclosure Review"); and

**WHEREAS**, the Issuer further desires to retain the services of disclosure specialist to conduct the Disclosure Review; and

**WHEREAS**, based on the results of the Disclosure Review, and weighing the known, non-monetary penalties that may come through the Issuer's participation in the MCDC versus the

unknown, and, by all accounts, potentially significant monetary and non-monetary penalties the SEC has threatened on issuers that do not self-report, the Issuer further desires to delegate to the Chief Financial Officer, in consultation with the Issuer's general counsel, bond counsel, auditor and other finance professionals, the power to prepare and submit all documentation required to enter the Issuer's Bond issues into the MCDC, as necessary;

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ISSUER, AS FOLLOWS:**

**Section 1.** The Issuer hereby authorizes completion of the Disclosure Review.

**Section 2.** The Issuer hereby authorizes the Chief Financial Officer to engage the services of a disclosure specialist to complete the Disclosure Review; provided that the award of any contract in connection therewith meets the requirements of Issuer's applicable public contracting laws.

**Section 3.** In the event the Disclosure Revoew reveals that the Issuer **may** have made a material misstatement regarding the Issuer's compliance with prior continuing disclosure undertakings, the Issuer hereby authorizes and directs the Chief Financial Officer to prepare and submit all documentation necessary to enter the Issuer's applicable Bond issues into the MCDC.

**Section 4.** Any action taken by the Chief Financial Officer, or any other officer of the Issuer, with respect to the Disclosure Review, the engagement of a disclosure specialist and participation in the MCDC is hereby ratified and confirmed.

**Section 5.** This resolution shall take effect immediately.

3.08 Motion to approve the following construction change orders:

Project	Change Order No.	Contractor	Description	Amount
4350-050-14-2000	1	Salazar and Associates	Building Permit Fee	\$439.00
4350-050-14-2000 RMS Lifeskills	2	Salazar and Associates	Additional electrical outlet and wiring	\$407.93
4350-060-13-3003 TBS Roof	2	Northeast Roof Maintenance	Installation of Plywood decking	\$9,470.00
4350-060-13-3003 TBS Roof	3	Northeast Roof Maintenance	Permit Fees	\$350.00
4350-060-13-3003 TBS Roof	4	Northeast Roof Maintenance	Permit Fees	\$439.00
4350-070-13-3004 WHS Roof	4	Northeast Roof Maintenance	Permit Fees	\$486.00
4350-050-14-3000 RMS Roof	4	Northeast Roof Maintenance	Permit Fees	\$189.00

## **EDUCATION/TECHNOLOGY**

### **Committee Report:**

Adoption of 4.01 – 4.11

**Motion:**

**Second:**

**Vote:**

### **ROLL CALL:**

Wayne Doran		Ray Egbert		William Goodwin	
Vincent Panico		Laura Simon		Eric Zwerling	
Cheryl Filler		David Livingston			

- 4.01 Motion to adopt Math curriculum for Grade 3 Honors, Grade 5 Honors, Grade 6 Pre-Algebra, Grade 6 Advanced Math, Grade 6 -Grade 5 Accelerated Math, Grade 7, Pre-Algebra and Algebra II. Attachment 4.01 - 4.01f
- 4.02 Motion to adopt curriculum for Literacy Grades 5. Attachment 4.02
- 4.03 Motion to approve Home Instruction for student: H-146 beginning September 28, 2014 through October 12, 2014. Services to be provided by Education Inc. at a rate of \$47.00 per hour
- 4.04 Motion to approve additional 2014-15 field trips for district LLD/Life Skills students.

<b>Trip</b>	<b>Location</b>
Norz Hill Farm	Hillsborough, NJ
Reading Cinema and McDonald's	Manville, NJ
Target (holiday shopping)	Bridgewater, NJ
Print Shop & Pretzel Factory	Hillsborough, NJ
Flemington Floral Company	Flemington, NJ
Strike and Spare Bowling	Green Brook, NJ
Hillsborough High School (Theater)	Hillsborough, NJ

- 4.05 Motion to approve Home Instruction for student: H-147 beginning October 7, 2014 through November 18, 2014.
- 4.06 Motion to approve Home Instruction for student H-148 beginning October 6, 2014 through October 17, 2014. Services to be provided by St. Claire's Hospital, Boonton Township, NJ at a rate of \$54.00 per hour.

- 4.07 Approval to contract with Lisa Athan, Executive Director of Grief Speaks, for a Professional Development workshop; "What 21st Century School Professionals Need to know about Grieving Students" on the October 13<sup>th</sup> in-service day, not to exceed \$750.
- 4.08 Motion to approve a tuition contract between Readington Township School District and the State of NJ, Division of Children and Families for the enrollment of one elementary school student in the Readington Township School District at a per diem cost of \$158.82 per diem.
- 4.09 Motion to approve a field trip to Lincoln Center, New York, NY for the Readington Middle School 7<sup>th</sup> Grade Ensembles.
- 4.10 Motion to approve a contract between the Board of Education and The Uncommon Thread to provide consultative services as follows:
  - a. \$50 per hour for an ABA Consultant/Teacher
  - b. \$75 per hour for behaviorist
  - c. \$90 per hour for parent training
  - d. \$100 per hour for BCBA
  - e. Functional Behavior Analysis (FBA) - \$1,600 per event
- 4.11 Motion to accept the Superintendent's recommendation and approve a Barnes & Noble fundraiser for Readington Middle School.

**PERSONNEL**

**Committee Report:**

Adoption of 5.01 – 5.19

**Motion:**

**Second:**

**Vote:**

**ROLL CALL:**

Wayne Doran		Ray Egbert		William Goodwin	
Vincent Panico		Laura Simon		Eric Zwerling	
Cheryl Filler		David Livingston			

- 5.01 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teachers/Aides** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements.

Jutta Glauber	Jennifer Gillen
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5.02 Motion to approve the following as members of the HBS & I&RS committee for the 2014-2015 school year at a stipend of \$30.00 per hour not to exceed 15 hours.

Beth Luque
Christine Crielly
Rachel Gass
Lillian Liskovec
Connie Rocha
Jeanne Rutledge

5.03 Motion to approve the following RMS winter coaching assignments for the 2014-15 school year:

<b>SPORT</b>	<b>NAME</b>	<b>SALARY</b>
Cheerleading A	Michele Hoff	\$4,500
Cheerleading B	Courtney Calamito	\$3,800
Boys Basketball A	Robert Clymer	\$4,500
Boys Basketball B	Matthew Carder	\$3,800
Girls Basketball A	Jim Casertano	\$4,500
Girls Basketball B	Paul Yunos	\$3,800
Wrestling A	Bruno Somma	\$4,500
Wrestling B	David deVelder	\$3,800

5.04 Motion to accept the Superintendent's recommendation and approve the change in position for Russell Mobley from a Substitute Bus Driver to full time Bus Driver, Step 1, at a rate of \$18.75 per hour, 3 hours/day for 167 days effective October 1, 2014.

5.05 Motion to amend motion 5.11 on the September 23, 2014 agenda to correct Melissa Spatz' chaperone rate for the 2014-15 school year from \$22.98 to \$25.18 per hour.

5.06 Motion to accept the Superintendents recommendation and approve the appointment of the following substitute bus drivers at an hourly rate of \$16.50 per hour.

<b>NAME</b>	<b>EFFECTIVE DATE</b>
Andrea Krol	October 6, 2014
Randy Pawlowski	October 14, 2014

- 5.07 Motion to accept the Superintendent's recommendation and approve the following teachers as advisors for the RMS Winter Sports Afternoon Homework Room for the 2014-15 school year at a stipend for each of \$25 per hour.

Blair Alber	Kathryn MacDade	Ryan Newcamp
Kristin Poroski	Michael Roosen	Stephanie Wood

- 5.08 Motion to acknowledge the following retirement with appreciation for her years of service, effective March 1, 2015:

Dale Dalrymple	PE/Health Teacher (RMS) 20-01-D2/agi
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- 5.09 Motion to accept the Superintendent's recommendation and approve the following teachers for facilitating workshop at the October 13, 2014 In-service Day:

Teacher/Facilitator	Prep Time	Amount
Barbiche, Jennelle	1.5 hours	\$45.00
Bengels, Emily	3.0 hours	\$45.00
Bengels, Emily	1.5 hours	\$45.00
Kovacs, Linda	1.5 hours	\$45.00
Rehrig, Jodi	1.5 hours	\$45.00
Tumolo, Anthony	1.5 hours	\$45.00
Cataldi, Kathy	3.0 hours	\$90.00
Connelly, MaryAnn	3.0 hours	\$90.00
Krayem, Michele	3.0 hours	\$90.00
MacDade, Katie	3.0 hours	\$90.00
Pauch, Sarah	3.0 hours	\$90.00
Riess, Linda	3.0 hours	\$90.00
Singer, Stephanie	3.0 hours	\$90.00
Winter, Maria	3.0 hours	\$90.00
Lopes-Shreiber, Zelia	12.0 hours	\$360.00

- 5.10 Motion to accept the Superintendent's recommendation and approve Readington Middle School clubs and club advisors for the 2014-2015 school year. Attachment 5.10

- 5.11 Motion to approve the following mentors for the 2014-2015 school year as follows:

New Staff Member	Mentor	School	Term
Ramsay, Cliff	Darby, Christiane	RMS	Full Year

5.12 Motion to approve a 2014-2015 Rocketry Club at Holland Brook School and to approve Deanna Simonetti as Rocketry Club advisor at a stipend rate of \$711.51.

5.13 Motion to approve the following teachers to translate special education documents from English to Spanish, French or Mandarin at a rate of \$30 per hour.

Alfonsina Altomare	Yolanda Campuzano
Yolanda Lima	Chuan Ying-Yang

5.14 Motion to approve the following Substitute Nurse appointments for the 2014-2015 school year:

Mary Ann Connelly	Contractual per diem rate
Maureen Sjonell	Contractual per diem rate
Stephanie Armstrong	Contractual per diem rate
Deborah Nazzaro	Contractual per diem rate

5.15 Motion to accept the following resignations:

Name	Position	Effective Date
Frank Byra	Bus Driver 80-06-D6/aof	October 17, 2014
Jennifer Fisch	Bus Driver 80-06-D6/anm	November 14, 2014

5.16 Motion to amend Motion 5.13 on the September 23, 2014 agenda to reflect the following changes to Club Advisors for the 2014-15 school year:

Club	Advisor	Stipend
Samba	Jack Hasselbring	\$875.57
	Tiffany Vocke	\$875.57

5.17 Motion to accept the Superintendent's recommendation and affirm the appointment of a teacher (long term substitute) appointment pending satisfactory completion of employment requirements and emergent hire, if needed:

NAME	POSITION	RATE	EFFECTIVE DATES
Kathleen Blackstone	Long Term Replacement Teacher (replacing employee# 20-01-D2/ahd -LOA)	Substitute rate for the first 20consecutive days, Step 1 per diem rate. BA, Step 1 after that.	10/27/2014- on or about 03/02/2015



**EXECUTIVE SESSION**

**Motion:**

**Second:**

**Vote:**

**ROLL CALL:**

Wayne Doran		Ray Egbert		William Goodwin	
Vincent Panico		Laura Simon		Eric Zwerling	
Cherly Filler		David Livingston			

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 Personnel Matters for approximately 20 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.

**Motion to Adjourn at:** \_\_\_\_\_

**Motion:**

**Second:**

**Roll Call:**