

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting – 7:30
November 12, 2013

AGENDA

Call to Order – 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:

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

Superintendent's Report

- Technology update from Coordinator of Information and Technology
- EVVR

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

Correspondence

ADMINISTRATIVE REPORTS

- 1.01 Enrollment and Drill Reports (Attachment 1.01)
- 1.02 HIB Report

MINUTES

Adoption of 2.01 - 2.04

Motion:

Second:

Vote:

ROLL CALL:

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

- 2.01 Motion to approve the Minutes for the Work Session Meeting October 8, 2013.
- 2.02 Motion to approve the Minutes for the Executive Session October 8, 2013.
- 2.03 Motion to approve the Minutes for Regular Meeting October 29, 2013.
- 2.04 Motion to approve the Minutes for the Executive Session October 29, 2013.

FINANCE/FACILITIES

Committee Report:

Adoption of 3.01 - 3.05

Motion:

Second:

Vote:

ROLL CALL:

Barbara Dobozyński		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 October 31, 2013 through November 13, 2013 for a total amount of **\$ 926,427.72.** (Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule November 12, 2013** for a total amount of **\$1,118.78.** (Attachment 3.02)
- 3.03 Motion to approve **Account Transfers** for October 1, 2013 through October 31, 2013. (Attachment 3.03)
- 3.04 Motion to accept the **FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS:** September 30, 2013 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of September 30, 2013 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 September 30, 2013 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 September 30, 2013.

3.05 Motion to approve the following Resolution:

WHEREAS, the Readington Township Board of Education is in receipt of the Comprehensive Annual Financial Report FY2012 (CAFR) and the Annual Audit as prepared and submitted by William Colantano, CPA and

WHEREAS, the audit contained no audit recommendations

NOW, THEREFORE BE IT RESOLVED that the Annual Corrective Action Plan, noting no recommendations and no action needed, be approved and filed by the Business Administrator/Board Secretary and Superintendent of Schools with the Department of Education.

3.06 Motion to accept a student from Delaware Township at the Holland Brook School at an annual tuition rate of \$41,004.90, commencing September 9, 2013 through June 20, 2014.

EDUCATION/TECHNOLOGY

Committee Report:

Adoption of 4.01 - 4.06

Motion:

Second:

Vote:

ROLL CALL:

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

4.01 Motion to accept the Superintendent's recommendation and approve Shannon Hellem to participate in 10 hours of fieldwork (November – December) at Readington Middle School as a requirement for a course at RVCC.

4.02 Motion to accept the Superintendent's recommendation and approve Rebecca Lyons (Western Governors University) to complete a field experience at Holland Brook School (40 hours observation) in November and December, 2013.

4.03 Motion to approve the Superintendent's recommendation and approve Dana Gilcrest, Grove City College permission to observe in a pre-school class at Three Bridges School in November as a requirement for an Education course.

- 4.04 Motion to accept the Superintendent's recommendation and approve the 2014-2015 school calendar. (Attachment 4.04)

- 4.05 Motion to approve a contract with Janet Steinberg of Reading and Writing Project Network to provide staff development training on the February 14, 2014 In Service Day at a rate of \$2,800 at Readington Township School District funded through NCLB Grants Title I and Title II.

- 4.06 Motion to approve TBS fundraiser from February 3, 2014 to February 28, 2014:

Jump Rope for Heart

PERSONNEL

Committee Report:

Adoption 5.01 - 5.06

Motion:

Second:

Vote:

ROLL CALL:

Barbara Dobozyński		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 stipends for the following teachers facilitating courses for the Readington Township 2013 Fall Teacher Academy Program:

Staff Member	School	Teacher Academy Course	Stipend
Barca, Tiffany	HBS	Creating Videos with Animoto	\$90
Bengels, Emily	RMS	Gamification	\$90
Bengels, Emily	RMS	Differentiation	\$90
Bennington, Mindy	RMS	Social Studies – DBQ	\$90

Daly, Will	RMS	Social Studies – DBQ	\$90
DiGregorio, Colleen	HBS	Managing a Word Journeys Classroom	\$135
Hartman, Bridget	TBS	AASL Best Websites	\$90
Kovacs, Linda	HBS	Screen Captures!	\$90
Krayem, Michele	HBS	Mickelson ExxonMobil Buzz	\$180
Lee, Kelly	RMS	Having Fun with Foldables	\$90
Lewis, Christine	TBS	Literacy In Action	\$270
Nabozny, Jill	TBS	Literacy In Action	\$270
Pauch, Pauch	WHS	Using an Assessment Lens	\$112.50
Pauch, Sarah	WHS	Strategic Writing Conference	\$225
Rehrig, Jodi	HBS	Screen Captures!	\$90
Schmidt, Lisa	WHS	Book Study	\$225
Tundidor, Jillian	RMS	Having Fun with Foldables	\$90
Winter, Maria	HBS	Managing a Word Journeys Classroom	\$135

- 5.02 Motion to amend the employment contracts of RMS Cafeteria Aides for the 2013-2014 school year effective November 1, 2013 reducing the number of days to 166 from 181 reflecting the elimination of lunch periods on early dismissal days.

Jutta Glauber	\$ 5,373.42
Kimberly Weger	\$5,707.08

- 5.03 Motion to acknowledge the following retirement with appreciation for her years of service, effective February 28, 2014:

Jean Bowman	5 th Grade Teacher (HBS) 20-02-D2/ACF
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5.04 Motion to accept the following resignation:

Name	Position	Effective Date
Kathryn Scheffler	.5 Instructional Aide/RMS 30-01-D3/avz	November 27, 2013

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

NAME	POSITION	RATE	EFFECTIVE DATES
Jaime Ericson	Long Term Replacement Teacher(replacing employee #5146 LOA)	\$ 52,390.00/BA1	11/26/2013- 6/30/2014
Valerie Steen Zanardi	Long Term Replacement Teacher(replacing employee #6017 LOA)	Substitute rate for the first 20 consecutive days/Step 1 per diem rate	1/2/2014- 4/11/2014

5.06 Motion to accept the Superintendent's recommendation and approve the following as Substitute Teacher/Aide paid at the applicable substitute rates, in the Readington Township School district, pending satisfactory completion of employment requirements:

Jean Lazauskas

COMMUNICATIONS

Committee Report:

Adoption of 6.01 - 6.03

Motion:

Second:

Vote:

ROLL CALL:

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

6.01 Motion to accept the Superintendent's recommendation and adopt the following job descriptions:

- 1321 Assistant Business Administrator/Board Secretary
- 1518 Summer Enrichment Program Coordinator
- 4008 Confidential Secretary to the Superintendent
- 4009 Confidential Secretary to the Business Administrator
- 4010 Confidential Secretary – Pupil Services
- 4011 Confidential Secretary – Curriculum Office
- 4512 Payroll/Benefits Specialist
- 4515 Accounts Payable Specialist
- 4516 Purchasing Specialist

6.02 Motion to accept the Superintendent's recommendation to approve for second reading and adopt Policy 5511 Dress and Grooming.

6.03 Motion to accept the Superintendent's recommendation to approve for second reading and adopt the following policies and regulation :

- Policy 3230 Outside Activities
- Policy 6113 E-Rate
- Regulation 5850 Social Events and Class Trips

New Business from Board/Public

Announcements from the President

10. Motion to Adjourn at: _____

Motion:

Second:

Roll Call: