

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 7:00 p.m.
April 8, 2025

AGENDA

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.

The Board of Education will be meeting in-person on Tuesday, April 8, 2025 at 7:00 p.m. If members of the public wish to attend the meeting virtually, meetings are streamed Live over Youtube via the following link:

<https://www.youtube.com/channel/UC6NqnwkJ-sFlxSaFkuVaA/live>

The agenda and all materials for the Board meeting appear on the Board web page.

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

The meeting is being held in compliance with the Open Public Meetings Act (N.J.S.A. 10:4-6-21) and is 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 may be taken.

Roll Call:

Mrs. Cassidy_____ Mrs. Fiore_____ Mr. Lopes_____ Mrs. Mencer_____ Mrs. Podgorski_____

Mrs. Rad_____ Mrs. Ryan_____ Mrs. DePinto_____ Mr. Rizza_____

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Student Recognitions: Destination Imagination
- Strategic Plan Summary Presentation

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

In accordance with Local Finance Notice (LFN) 2020-21, public comments can be submitted before remote public meetings through electronic mail or by written letter. Please email the Board Secretary at jbohm@readington.k12.nj.us by 12:00 p.m. on the day of the board meeting. Comments shall be read aloud and addressed during the remote public meeting.

For members of the Readington Township School District Community who may be joining a Meeting for the first time or would like to provide comments tonight, we're sharing the Board Policy pertaining to public comments. Thank you in advance for sharing your thoughts as per the District's Policy. The Readington Board of Education operates through a committee structure. Committees discuss and vet all topics for Board action before they appear on the Board agenda for vote. The Board committees publicly report at our meeting about what they discussed prior to the Board vote, excluding any topics that are rendered confidential by law.

0167 PUBLIC PARTICIPATION IN BOARD MEETINGS

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every regularly scheduled meeting of the Board. Public participation shall be governed by the following rules:

1. All statements shall be directed to the presiding officer. No participant may address or question Board members individually unless directed by the presiding officer.
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate; Web participants will type the information in as a preface to their comments.
3. If the Board of Education is webcasting the public meeting, the "chat" feature will be on during the public comment sessions only.
4. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard and time permits.
5. In order to provide sufficient opportunity for the public to be heard, a time limit of three minutes for each participant may be observed. Webcast participants making comments via chat may only enter one 256 character comment, excluding the announcement of his/her name and place of residence, unless the presiding officer asks for clarification or further information. The President may, at his/her discretion, limit discussion on any topic. The portion of the meeting during which the public is invited shall be limited to sixty minutes.
6. The presiding officer may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant. The presiding officer may take other steps, including but not limited to adjourning the meeting or waiving any of the rules of the Residents' Forum, to respond to a lack of public decorum, or to otherwise protect privacy or the efficient completion of the Board's business.

V. CORRESPONDENCE

- Email K.K. - Substitute Teacher Policy

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

- 1. Motion to adopt 1.01 - 1.03
Motion _____ 2nd _____
- 1.01 Motion to approve the Enrollment and Drill Reports March 2025.
(Attachment 1.01)
- 1.02 Motion to accept the HIB reports and affirm the Superintendent’s decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
7	RMS	02/07/2025	No
8	RMS	02/19/2025	Yes

- 1.03 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education conducted a long term suspension hearing for student, whose name is on file, on November 12, 2024 in accordance with the NJ Administrative Code and Regulations, Board Policy and the Student Handbook, and

WHEREAS, the Readington Township Board of Education approved the suspension for the balance of the 2024-2025 school year on November 12, 2024 and alternative placement for the student’s educational programming on December 10, 2024; and

NOW THEREFORE BE IT RESOLVED, the Board hereby approves the continued suspension of the student and current placement with no modification for the 2024-2025 school year, pursuant to NJ Administrative code and regulations. The Board shall review this matter at each subsequent regular Board meeting for appropriateness.

Roll Call:

Mrs. Cassidy _____ Mrs. Fiore _____ Mr. Lopes _____ Mrs. Mencer _____ Mrs. Podgorski _____
Mrs. Rad _____ Mrs. Ryan _____ Mrs. DePinto _____ Mr. Rizza _____

APPROVAL OF MINUTES

- 2. Motion to adopt 2.01 - 2.02
Motion _____ 2nd _____
- 2.01 Motion to approve the Meeting Minutes March 11, 2025.
- 2.02 Motion to approve the Executive Session Meeting Minutes March 11, 2025.

Roll Call:

Mrs. Cassidy _____ Mrs. Fiore _____ Mr. Lopes _____ Mrs. Mencer _____ Mrs. Podgorski _____
Mrs. Rad _____ Mrs. Ryan _____ Mrs. DePinto _____ Mr. Rizza _____

B. FINANCE/FACILITIES

Committee Report:

- 3. Motion to adopt 3.01 - 3.15
Motion _____ 2nd _____
- 3.01 Motion to approve the **Bill List** for the period from **March 13, 2025 through April 9, 2025** for a total amount of **\$4,872,839.04**.

(Attachment 3.01)

- 3.02 Motion to approve **Travel Expenditures April 8, 2025** In the amount of **\$295.00**.
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **March 2025** for a total amount of **\$2,426,176.53**.
(Attachment 3.03)
- 3.04 Motion to ratify and approve the following **Account Transfers for March 1, 2025 through March 31, 2025**.
(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for March 1, 2025 through March 31, 2025**.
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS March 31, 2025 pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of March 31, 2025 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. 6A:23A-16.10(c)3 and 4, we certify that as of March 31, 2025 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. 6A23A-16.10(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, 2025.
(Attachment 3.06-3.06a)

- 3.07 Motion to approve the following resolution concerning group medical and prescription drug benefits:

The Readington Township Board of Education hereby resolves effective July 1, 2025 to make the following changes relative to its group medical and prescription drug benefits programs, as follows:

1. Continue to allow its group medical and prescription benefits program through the School's Health Insurance Fund via AmeriHealth Administrators for medical and Express Scripts for prescription drug benefits.
2. Implement the addition of a second health insurance plan through the School's Health Insurance Fund via Aetna for medical.
3. To ensure with the School's Health Insurance Fund that benefits delivered are "equal to or better than" the Board's current group medical and prescription drug insurance plans.
4. To periodically market the Board's group benefit plans.
5. To assist employees and dependents in the resolution of elevated service issues that cannot be resolved by employees first contacting AmeriHealth Administrators, Aetna, or Express Scripts directly.
6. To ensure all reporting provided to the Board or its administrators is compliant with HIPAA relative to protected health information (PHI).
7. To advise the Board of Education relative to compliance with Federal and State regulations regarding group benefit plans.

(Attachment 3.07)

- 3.08 Resolved to renew the District's employee Horizon Dental plan for dental benefits for the 2025-2026 school year.
(Attachment 3.08)

3.09 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education ("Board") seeks to have East Coast Elevator Services and Otis Elevator provide maintenance service for the District elevators and chairlifts. The elevators/chairlifts offer service for those individuals who need assistance accessing areas of the school buildings; and

WHEREAS, the Board has funding in its General Fund for these maintenance services; and

WHEREAS, the system software and the associated equipment designed by Otis Elevator is proprietary to that company; and

WHEREAS, the use of a different vendor and/or software for this equipment would unnecessarily escalate the costs and lose the interconnect ability with internal systems and devices that rely on this proprietary software and equipment, thereby defeating the purpose of public contracting laws; and

WHEREAS, elevator services are required by the Americans with Disabilities Act for accessibility compliance

NOW, THEREFORE BE IT RESOLVED that the Board authorizes the proprietary vendor, and their approved vendors to provide maintenance services to ensure functionality.

3.10 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education ("Board") has contracted with ACB Services, with offices located at 37 Schoolhouse Road, Cream Ridge, NJ 08514 for July 1, 2023 to June 30, 2025; and

WHEREAS, said contract provides that the parties may, at their option, agree to renew the contract for up to two additional one-year periods, in accordance with the provisions of N.J.S.A 18A-42 which requires that the terms and conditions of the extensions shall remain substantially the same in the original contract; and

WHEREAS, the Board finds the services provided by ACB Services are being performed effectively and efficiently; and

NOW, THEREFORE BE IT RESOLVED that the Board hereby renews its contract with ACB Services for a period of July 1, 2025 through June 30, 2026 for the amount of \$816,275.00, a 3.0% increase, which does not exceed the index rate of 3.0% as of January 2025, as defined by N.J.S.A 18A-2 (bb)

3.11 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education ("Board") seeks to have Newton-Metallo and Airedale International provide maintenance service for District Airedale HVAC units. These units provide ventilation, heat, and air conditioning for classroom spaces; and

WHEREAS, the Board has funding in its General Fund for these maintenance services; and

WHEREAS, the system software and the associated equipment designed by Airedale International is proprietary to that company; and

WHEREAS, the use of a different vendor and/or software for this equipment would unnecessarily escalate the costs and lose the interconnect ability with internal systems and devices that rely on this proprietary software and equipment, thereby defeating the purpose of public contracting laws; and

NOW, THEREFORE BE IT RESOLVED that the Board authorizes the proprietary vendor, and their approved vendors to provide maintenance services to ensure functionality.

3.12 Motion to approve the corrective action plan for Special Education Medicaid Initiative for the district's 2024 - 2025 program performance.
(Attachment 3.12)

3.13 Motion to approve the following resolution:

Resolution Authorizing Disposal of Surplus Property:

WHEREAS, the Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an “as-is” condition without express or implied Warranties;

NOW THEREFORE BE IT RESOLVED by the Readington Township Board of Education as follows:(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2481 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Board of Education. (2) The sale will be conducted online and the address of the auction site is govdeals.com. (3) 3 Agenda November 12, 2024 The sale is being conducted pursuant to Local Finance Notice 2008-9. (4) A listing of the surplus property to be sold is attached. (attachment 3.13)

3.14 **BE IT RESOLVED THAT THE BOARD OF EDUCATION** of Readington Township upon the recommendation of the Business Administrator approves the renewal of the food service management base year contract with Maschio’s Food Service for the 2025-2026 school year as follows:

Maschio’s guarantees a return to the School Food Authority in the amount of \$10,000.00 In the event the actual bottom line of the operational report (total revenue from all sources less program costs, including the management fee) is below this amount, Maschio’s shall be responsible for any shortfall with the following conditions:

- The School Food Authority shall pay Maschio’s an annual management fee in the amount \$19,040.00. The management fee shall be payable in monthly installments of \$1,904.00 per month commencing on September 1, 2025 and ending on June 30, 2026.
- Maschio’s guarantees a return to the School Food Authority in the amount of \$10,000.00.
- Total cost of contract \$719,078.34

3.15 Motion to approve a required student lunch price for the 2025-2026 school year as \$4.10 (an increase of \$.10 from 2024-2025 school year) and the student breakfast meal price of \$2.60.

Roll Call:

Mrs. Cassidy_____ Mrs. Fiore_____ Mr. Lopes_____ Mrs. Mencer_____ Mrs. Podgorski_____ Mrs. Rad_____ Mrs. Ryan_____ Mrs. DePinto_____ Mr. Rizza_____

C. EDUCATION/TECHNOLOGY

Committee Report:

4. Motion to adopt 4.01 - 4.05
Motion _____ 2nd _____

4.01 Motion to accept a Sustainable Jersey grant in the amount of \$2,000.00 to be used for developing a traffic garden at Three Bridges School that is a miniaturized version of a real-life traffic environment designed for children to learn about traffic rules and road safety in a fun and interactive way.

4.02 Motion to adopt the following fundraisers for the 2024-2025 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Holland Brook School	Math in Action	Furrytails Endings Canine Rescue
Readington Middle School	Dine to Donate	RABC
Readington Middle School	Readington Roots Spring Photo Shoot	NJ State Charity Ava’s Choice

4.03 Motion to adopt the following additional field trip for the 2024-2025 school year:

GROUP/GRADE	TRIP	LOCATION	APPROXIMATE COST TO PARENT
TBS/Grade 3	Stanton Valley Farm	Flemington, NJ	\$5.00

4.04 Motion to accept the Superintendent's recommendation and approve the following student placement in the Readington Township School District as follows:

STUDENT NAME	UNIVERSITY/COLLEGE PLACEMENT REQUEST	SCHOOL/ COOPERATING TEACHER	EFFECTIVE DATES
Melissa Truempy	Montclair State University/ Internship	Administration/ Anthony Tumolo	05/12/2025 - 08/01/2025

4.05 Motion to ratify and approve Home Instruction for student S-089 to begin March 6, 2025 until Out Of District Placement is secured, 10 hours per week.

Roll Call:

Mrs. Cassidy _____ Mrs. Fiore _____ Mr. Lopes _____ Mrs. Mencer _____ Mrs. Podgorski _____
 Mrs. Rad _____ Mrs. Ryan _____ Mrs. DePinto _____ Mr. Rizza _____

D. PERSONNEL
Committee Report:

5. Motion to adopt 5.01 - 5.09
 Motion _____ 2nd _____

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Jessica Guerrero	LTS Teacher/ Special Ed (HBS) 20-02-D2/aly	Sub rate for the first 20 days, \$64,460.00 MA Step 1 per diem rate thereafter (prorated)	On or about 05/21/2025 - 06/30/2025
Emma Weger	LTS Teacher/Grade 5 (HBS) 20-02-D2/abt	\$58,860.00 BA Step 1 per diem rate (prorated)	05/28/2025 - 06/30/2025
Victor Cardona	LTS Teacher/Special Ed (TBS) 20-03-01/azg	\$77,075.00 BA Step 17 per diem rate (prorated)	04/28/2025 - 06/20/2025

5.02 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teacher/Aide/Nurse/Bus Driver for the 2024-2025 school year, paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

NAME	POSITION
Cadence Funk	Substitute Teacher/Aide
Jessica Guerrero	Substitute Teacher/Aide

Diane Krasovec	Substitute Nurse
Victor Cardona	Substitute Teacher/Aide

5.03 Motion to accept the Superintendent's recommendation and approve the following retirements with appreciation for their years of service:

NAME	POSITION	EFFECTIVE DATE
Rachel Gass	Teacher/Grade 4 (HBS) 20-02-D2/bay	06/30/2025
Kim Hutson	Aide/Special Education (WHS) 30-04-D3/alv	06/30/2025
Valerie Steen Zanardi	Media Specialist (WHS) 20-04-D2/akm	03/31/2025

5.04 Motion to accept the Superintendent's recommendation and approve the following resignation:

NAME	POSITION	EFFECTIVE DATE
Lori Sciarrino	Preschool Bus Aide (Transp) 40-04-D3/bdj	4/16/2025

5.05 Motion to amend motion 5.01 from the March 11, 2025 agenda and ratify and approve the Superintendent's recommendation to approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Michele Adamitis	.49 LTS Teacher/Special Ed (RMS) 20-01-D2/aic	\$30,115.40 BA+15 Step 4 (prorated)	03/12/2025 - 05/09/2025

5.06 Motion to accept the Superintendent's recommendation and approve the following staff for their preparation and participation in the Readington Township School District Parent Academy Night on March 26, 2025 at the contractual rate:

STAFF	HOURS
Betsy Freeman	6
Ellen Goodfellow	3

5.07 Motion to ratify and approve the extension of the following bus aide at the contractual rate, not to exceed 10 hours per week:

NAME	STUDENT	EFFECTIVE DATE
Natacha Gandarez	S-159	12/20/2024 - 06/30/2025

5.08 Motion to ratify and accept the Superintendent's recommendation and approve special skills stipend change of assignment from Renee Delia to Phoebe Stedman of \$1,000.00 (prorated) who is assigned to self-contained autism or emotional regulation impairment program, or who provide extraordinary services as defined by the RTEA agreement set forth in an IEP for the 2024-2025 school year, effective March 24, 2025.

5.09 Motion to approve Vincent Biancamano as RMS Grade 6 Team leader replacing Megan Sarao for the 2024-2025 school year effective April 28, 2025 at his contractual rate, prorated.

Roll Call:

Mrs. Cassidy_____ Mrs. Fiore_____ Mr. Lopes_____ Mrs. Mencer_____ Mrs. Podgorski_____ Mrs. Rad_____ Mrs. Ryan_____ Mrs. DePinto_____ Mr. Rizza_____

D. COMMUNICATION

Committee Report:

6. Motion to adopt 6.01 - 6.02
Motion _____ 2nd _____

6.01 Motion to accept the Superintendent's recommendation and approve the following policy for second reading: (Attachment 6.01)

- Policy 5516.01 - Student Use of Wireless Communication Devices Including Cell Phones

6.02 Motion to accept the Superintendent's recommendation and approve the following policy for first reading: (Attachment 6.02)

- Policy 5111 - Eligibility of Resident and Nonresident Students
- Policy 8500 - Food Service

Roll Call:

Mrs. Cassidy_____ Mrs. Fiore_____ Mr. Lopes_____ Mrs. Mencer_____ Mrs. Podgorski_____ Mrs. Rad_____ Mrs. Ryan_____ Mrs. DePinto_____ Mr. Rizza_____

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS FROM BOARD

- Delegate Reports
- Green Committee Meeting

IX. OPEN TO THE PUBLIC

X. EXECUTIVE SESSION

Motion _____ 2nd _____

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 HIBs and a legal update for approximately 30 minutes at which time the Board expects to return to Public Session where action shall 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.

Roll Call:

Mrs. Cassidy_____ Mrs. Fiore_____ Mr. Lopes_____ Mrs. Mencer_____ Mrs. Podgorski_____ Mrs. Rad_____ Mrs. Ryan_____ Mrs. DePinto_____ Mr. Rizza_____

XI. RETURN TO PUBLIC SESSION

Motion _____ 2nd _____

Roll Call:

Mrs. Cassidy_____ Mrs. Fiore_____ Mr. Lopes_____ Mrs. Mencer_____ Mrs. Podgorski_____ Mrs. Rad_____ Mrs. Ryan_____ Mrs. DePinto_____ Mr. Rizza_____

XII. ADJOURNMENT

Motion to adjourn at:

Motion _____ 2nd _____

Roll Call:

Mrs. Cassidy _____ Mrs. Fiore _____ Mr. Lopes _____ Mrs. Mencer _____ Mrs. Podgorski _____

Mrs. Rad _____ Mrs. Ryan _____ Mrs. DePinto _____ Mr. Rizza _____