

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

Holland Brook School  
Regular Meeting 6:00 p.m.  
February 25, 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, February 25, 2025 at 6:00 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/UC6Nqnwk\\_J-sFlxSaFkuVaA/live](https://www.youtube.com/channel/UC6Nqnwk_J-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 Star Ledger 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**

- Referendum 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](mailto: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.H. - Ryerson Road

## VI. BOARD ACTION

### A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_

- 1.01 Motion to accept the HIB reports and affirm the Superintendent's decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
6	RMS	01/17/2025	No

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 February 11, 2025.

- 2.02 Motion to approve the Executive Session Meeting Minutes February 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 - 3.04  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_

- 3.01 Motion to approve the **Bill List** for the period from **February 13, 2025 through February 26, 2025** for a total amount of **\$1,664,570.11**.  
(Attachment 3.01)

- 3.02 Motion to approve **Travel Expenditures February 25, 2025** In the amount of **\$2,071.91**.  
(Attachment 3.02)

- 3.03 **RESOLUTION AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH THE PROPOSED SCHOOL FACILITIES PROJECTS**

**WHEREAS**, the Board of Education of the Township of Readington, in the County of Hunterdon, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) seeks to submit to the voters various school facilities projects (collectively, the "Projects") consisting generally of capital improvements to various school facilities as set forth in Section 6; and

**WHEREAS**, the School District will seek debt service aid with respect to the Projects; and

**WHEREAS**, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of: (i) the Projects; and (ii) a School District election at which time a bond referendum authorizing the Projects shall be presented to the voters of the School District.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of the Township of Readington, in the County of Hunterdon, New Jersey that:

Section 1. The Board hereby approves the preparation of schematic plans and educational specifications, as necessary in accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administration Code ("N.J.A.C."), by Settembrino Architects ("Settembrino") in connection with the Projects and the Board further authorizes and directs Settembrino to submit the same to the New Jersey Department of Education and to the Hunterdon County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the schematic plans to the municipal planning board for review, if required pursuant to N.J.A.C. 6A:26- 3.2(c), and the New Jersey Department of Environmental Protection for review, to the extent required by law.

Section 2 The Board hereby approves an amendment to the Long Range Facilities Plan, as necessary in accordance with the requirements of N.J.A.C. 6A:26-2.3, to reflect the Projects and approves the submission of any such amendment to the New Jersey Department of Education.

Section 3. The Board hereby approves the applications for the Projects and Settembrino is hereby directed to submit such applications to the New Jersey Department of Education seeking debt service aid for the Projects, in accordance with the requirements of N.J.A.C. 6A:26-3.2.

Section 4. With respect to the Projects, the Board hereby authorizes and directs the Board President, the Superintendent and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, Settembrino, and Wilenz, Goldman & Spitzer, as Bond Counsel, as applicable, to take all action required to preserve the opportunity to present the Projects to the voters via a bond referendum at the School District election to be held on in Fall 2025 or such other date as may be available to the Board.

Section 6. School Facilities Projects to include the following:

**Holland Brook Elementary School-19-4350-030**

- New Emergency Backup Generator
- Replace Fire Alarm System
- District wide integrated building management system
- Site improvements - Repave playground area; New athletic track
- Replace existing 2000 Roof Top Units (RTU)
- Interactive Whiteboard replacements in classrooms
- Provide life skills suite
- Renovate Media Center
- Replace window treatments
- Rekey existing locksets

**Readington Middle School – 19-4350-050**

- New Emergency Backup Generator
- Replace Fire Alarm System
- District wide integrated building management system
- Replace Public Address System
- Site improvements - Renovate Recess Fields, Repave school parking and playground areas
- Replace 2004 classroom unit ventilators and condenser units
- Replace 2004 HVAC rooftop units (classrooms, room 203,500 wing, media center, cafeteria, 2004 wing)
- Boiler replacement at 2004 wing
- Replace Federal Pacific Electrical Equipment

- Roof replacement – (front gym, 400 wing)
- Rekey interior + exterior locksets
- Renovate Media Center
- Replace window treatments, door shades/blinds
- New furniture at instructional spaces

#### **Three Bridges School – 19-4350-060**

- New Emergency Backup Generator
- Replace Fire Alarm System
- District wide integrated building management system
- Site improvements - Replace playground with New Special Needs Playground; Repave parking, drives and playground areas and provide new paved playground path
- Upgrade Parking lot lighting
- Replace existing roof top units (RTU) at 2004 addition
- Replace (2) Gym Reznor units with new RTU and A/C
- Replace 2010 Classroom Airedale HVAC units
- Roof replacement (gym and classroom wing)
- Exterior Door replacement + interior door replacement at grade 1, 2-3 wings
- Window replacement at original wing
- Toilet renovations at Grade 1
- Interactive Whiteboard replacements in classrooms
- Replace storage cubbies in first and pre-k classrooms
- Replace window treatments

#### **Whitehouse School – 19-4350-070**

- New Emergency Backup Generator
- Replace Fire Alarm System
- District wide integrated building management system
- Site improvements - Replace walkways, Repave playground areas; Replace playground with New Special Needs Playground
- Upgrade parking lot lighting
- Replace 2010 classroom Airedale units
- Replace 2004 RTUs (music room, 2nd floor classrooms, gym, cafeteria, kitchen, stage and office, computer room, and classrooms)
- Roof replacement (gym, gym offices, media center addition, 100 wing, + original building)
- Replace exterior doors, interior fire doors, + corridor doors at 1st + 2nd floors
- Renovate staff toilet room
- Interactive Whiteboard replacements in classrooms
- Casework replacement – 100 wing and classroom cubbies
- New window treatments

Section 7. This resolution shall take effect immediately  
(Attachment 3.03-3.03c)

3.04 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 3.04)

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 adopt the following fundraisers for the 2024-2025 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Holland Brook School	Lilly's Voice	Lilly's Voice Inc
Three Bridges School	Friendly Frog	TBS Student Activities

- 4.02 Motion to adopt the following additional field trips for the 2024-2025 school year:

GROUP/GRADE	TRIP	LOCATION	APPROXIMATE COST TO PARENT
RMS/Student Council	Liberty Middle School	West Orange, NJ	- 0 -
RMS/French-8	Sophie's Bistro	Somerset, NJ	\$45.00

- 4.03 Motion to approve the attached updated HSA fundraisers for the 2024-2025 school year.  
(Attachment 4.03)

- 4.04 Motion to approve student participation in a research study titled *Addressing the Impact of COVID-19 Disruptions on the Fractions to Algebra Pipeline* with parental consent.

- 4.05 Motion to approve the following YMCA after school clubs during the 2024-2025 school year:

CLUB	SCHOOL
Minecraft STEAM	Holland Brook School
Dream through STEAM	Whitehouse School Three Bridges School
Y-Chefs	Whitehouse School Three Bridges School

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 retirement with appreciation for her years of service:

NAME	POSITION	EFFECTIVE DATE
Denise Duncan	Teacher/Grade 2	06/30/2025

	(TBS) 20-03-D2/acr	
--	-----------------------	--

5.02 Motion to rescind motion 5.09 from the February 11, 2025 meeting and approve the following resolution:

Motion to ratify and accept the Superintendent's recommendation and approve special skills stipend change of assignment from Maryann Schultz to Renee Delia of \$1,000.00 (prorated) who is assigned to self-contained autism or BD programs, or who provide extraordinary services as defined by the RTEA agreement set forth in an IEP for the 2024-2025 school year, effective February 10, 2025.

5.03 Motion to approve the following mentor for the 2024-2025 school year:

STAFF MEMBER	SCHOOL	POSITION	MENTOR
Michael DeLucia	Readington Middle School	LTS Science Teacher	Olivia Iglesias

5.04 Motion to accept the Superintendent's recommendation and approve other leave for staff member #7085 for the period 01/30/2025 - 04/07/2025.

5.05 Motion to accept the Superintendent's recommendation and approve other leave for staff member #6206 for the period 03/17/2025 - 06/06/2025.

5.06 Motion to accept the Superintendent's recommendation to approve Abigail Whalen as Readington Middle School Softball Assistant Coach for the 2024-2025 school year at the contractual rate.

5.07 Motion to ratify and approve Tanya Cavallo and Katie DaQuisto to prepare and present Preschool Parent Orientation, 3 hours each, at the contractual rate.

5.08 Motion to amend motion 5.10 from the September 10, 2024, agenda as follows:

ADVISOR	CLUB	STIPEND
From: Craig Tipton To: Anne Romano	From: Songs Club To: Makerspace Club	\$715.00

5.09 Motion to amend motion 5.02 from the January 21, 2025 agenda and ratify and accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Emma Weger	LTS Teacher/LA (RMS) 20-01-D2/aes	Sub rate for the first 20 days, \$58,860.00 BA Step 1 per diem rate thereafter (prorated)	12/16/2024 - 06/06/2025

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  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_

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

- Policy 5512 - Harassment, Intimidation, or Bullying
- Policy 5533 - Student Smoking

- Policy 5710 - Student Grievance
- Policy 7441 - Electronic Surveillance In School Buildings and On School Grounds
- Policy 9320 - Cooperation with Law Enforcement Agencies

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**

- Green Committee Meeting
- Delegate Reports

## **IX. OPEN TO THE PUBLIC**

## **X. 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\_\_\_\_\_