

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 7:00 p.m.
January 23, 2024

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, January 23, 2024 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/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 Hunterdon County Democrat and Courier News. Formal action may be taken.

Roll Call:

Mrs. DePinto_____ Mrs. Fiore_____ Mrs. Mencer_____ Mrs. Napoli_____ Mr. Peach_____
Mrs. Podgorski_____ Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Housing Development and Enrollment Updates
- Preschool Program Launch
- Draft 2024-2025 School Year Major Dates Calendar

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.

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

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01
Motion _____ 2nd _____
- 1.01 Motion to approve Enrollment and Drill Reports December 2023.
(Attachment 1.01)

Roll Call:

Mrs. DePinto _____ Mrs. Fiore _____ Mrs. Mencer _____ Mrs. Napoli _____ Mr. Peach _____
Mrs. Podgorski _____ Mrs. Ryan _____ Mrs. Wolf _____ Dr. Cerciello _____

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01
Motion _____ 2nd _____
- 2.01 Motion to approve the Meeting Minutes January 2, 2024.

Roll Call:

Mrs. DePinto _____ Mrs. Fiore _____ Mrs. Mencer _____ Mrs. Napoli _____ Mr. Peach _____
Mrs. Podgorski _____ Mrs. Ryan _____ Mrs. Wolf _____ Dr. Cerciello _____

C. FINANCE/FACILITIES

Committee Report:

3. Motion to adopt 3.01 - 3.11
Motion _____ 2nd _____
- 3.01 Motion to approve the **Bill List** for the period from **December 14, 2023 through January 24, 2024** for a total amount of **\$5,982,209.81**.
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule January 23, 2024** for a total amount of **\$4,366.03**.
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **December 2023** for a total amount of **\$2,418,105.10**.
(Attachment 3.03)
- 3.04 Motion to ratify and approve the following **Account Transfers for December 1, 2023 through December 31, 2023**.
(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for December 1, 2023 through December 31, 2023**.
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS December 31, 2023 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 2023 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 December 31, 2023 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 December 31, 2023.
(Attachment 3.06-3.06a)

- 3.07 Motion to accept a donation from Marie Steen for \$1,000.00 to be used for the WHS Library and/or Garden.
- 3.08 Motion to approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2023-2024 school year.
(Attachment 3.08)
- 3.09 Motion to approve a Professional Services Contract with Settembrino Architects for the following project and fees:

District-wide Solar Power Purchase Agreement request for Proposal Preparation \$29,500.00
Owner's Representative Services \$4,000.00 per month per site plus reimbursable expenses, not to exceed 4 months or \$64,000.00
Ancillary fees/reimbursables (not to exceed) \$1,500.00

WHEREAS, it was necessary to incur costs for professional architectural services during the current year in preparation for construction in the summer of 2024; and

NOW THEREFORE BE IT RESOLVED, that the Readington Township Board of Education approves the withdrawal of the above amounts from capital reserve effective immediately. The cost shall be reimbursed by the winning vendor.
(Attachment 3.09)

- 3.10 **WHEREAS**, the Readington Township Board of Education ("Board") advertised for bids for Refuse Disposal and Recycling Collection Services ("Services"); and

WHEREAS, on January 10, 2024, the Board received one (1) bid from Republic Services of New Jersey, LLC ("Republic Services") for Schedule A in a total contract amount of \$241,299.00, representing a price of \$72,900.00 for the period covering July 1, 2024 through June 30, 2025, \$80,190.00 for the period covering July 1, 2025 through June 30, 2026; and \$88,209.00 for the period covering July 1, 2026 through June 30, 2027; and

WHEREAS, the bid submitted by Republic Services is responsive in all material respects and the Board is desirous of awarding the contract for the Services to Republic Services.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Services to Republic Services, in a total contract amount of \$241,299.00, representing a price of \$72,900.00 for the period covering July 1, 2024 through June 30, 2025, \$80,190.00 for the period covering July 1, 2025 through June 30, 2026 and \$88,290.00 for the period covering July 1, 2026 through June 30, 2027.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and performance bond as required in the specifications, together with an executed agreement, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.
(Attachment 3.10)

- 3.11 Motion to approve the following Resolution:

WHEREAS, the Readington Township Board of Education is in receipt of the Annual Comprehensive Financial Report FY 2022-2023 (ACFR) and the Auditor's Management Report as prepared and submitted by Bedard, Kurowicki & Co., CPA and

WHEREAS, the Board of Education is required to accept the report and approve no corrective action plans recommendations from the auditing firm,

NOW, THEREFORE, BE IT RESOLVED that the Readington Township Board of Education accepts and files with the Department of Education the Annual Comprehensive Financial Report and Management Report on Administrative Compliance and Performance for the Fiscal Year Ended June 30, 2023.
(Attachment 3.11-3.11a)

Roll Call:

Mrs. DePinto_____ Mrs. Fiore_____ Mrs. Mencer_____ Mrs. Napoli_____ Mr. Peach_____
Mrs. Podgorski_____ Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____

D. EDUCATION/TECHNOLOGY
Committee Report:

4. Motion to adopt 4.01 - 4.04
Motion_____ 2nd_____

- 4.01 Motion to adopt the following fundraiser for the 2023-2024 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Three Bridges School	Student Voice School Store	TBS Student Activity Fund

- 4.02 Motion to adopt an additional HSA fundraiser for the 2023-2024 school year:

DATE	SCHOOL	FUNDRAISER	DETAILS
February 23, 2024	RMS	Spring Event	In person

- 4.03 Motions to approve the Special Education Extended School Year LLD, Autism, Behavioral Disabilities, Extended Day Preschool and Life Skills classes to occur Monday through Thursday from 9:00 a.m - 1:00 p.m., July 1, 2024 through August 1, 2024.
- 4.04 Motion to approve the Special Education Extended School Year Preschool Disabilities and Literacy Program to occur Monday through Thursday from 9:00 a.m. - 11:00 a.m. from July 1, 2024 through July 25, 2024.

Roll Call:

Mrs. DePinto_____ Mrs. Fiore_____ Mrs. Mencer_____ Mrs. Napoli_____ Mr. Peach_____
Mrs. Podgorski_____ Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____

E. PERSONNEL
Committee Report:

5. Motion to adopt 5.01 - 5.17
Motion_____ 2nd_____

- 5.01 Motion to approve the following staff members to facilitate the Science Fair at the contractual rate:

NAME	SCHOOL	HOURS
Jill Nabozny	Three Bridges School	4 hours total
Leslie Martinez	Whitehouse School	4 hours total

- 5.02 Motion to approve a Shared Services Agreement between South Hunterdon Regional Board of Education and the Readington Township Board of Education for mentoring services.
(Attachment 5.02)

- 5.03 Motion to amend motion 5.02 from the October 17, 2023 agenda and ratify and accept the Superintendent's recommendation and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Janet Schierloh Howard	Teacher/Enrichment (RMS) 20-01-D2/abb	Sub rate for the first 20 days, \$77,155.00 MA Step 15 per diem rate thereafter	11/01/2023 - 01/02/2024

- 5.04 Motion to ratify and accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Alexander Bors	LTS .55 Teacher/PE/Health/PE LTS .45 Aide/Special Ed (WHS & TBS)	Sub rate for the first 20 days, \$31,944.00 BA Step 1 and \$20.93/hr. Aide C per diem rate thereafter	01/02/2024 - 04/19/2024

- 5.05 Motion to accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Cadence Ottenstroer	Aide/Special Education (RMS) 30-01-D3/ayq	\$18.93/hr. Aide NC Step 1	01/29/2024 - 06/30/2024
Natalie Placencia	.75 Preschool Relief Teacher (BOE) New Position .25 Preschool Community Parent Involvement Specialist (BOE) New Position	\$77,155.00 MA Step 15 (prorated)	On or before 02/26/2024 - 06/30/2024

- 5.06 Motion to approve the following resignation:

NAME	POSITION	EFFECTIVE DATE
Jessica Gass	Aide/Special Education (TBS) 30-03-D3/awq	01/08/2024

- 5.07 Motion to accept the Superintendent's recommendation and approve the following retirement with appreciation for her years of service:

NAME	POSITION	EFFECTIVE DATE
Kelly Patterson	Teacher/Grade 4 (HBS) 80-02-D2/acb	06/30/2024

- 5.08 Motion to accept the Superintendent's recommendation to approve all math teachers for Math Tutoring Instruction for the 2023-2024 school year at their contractual rate not to exceed \$7,000.00 total. This program is funded through the ESSER/ARP Grant.
- 5.09 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teachers/Aide/Nurses/Bus Drivers paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

NAME	POSITION
Natacha Gandarez	Substitute Teacher/Aide
Alexandra Magliaro	Substitute Teacher/Aide
Donna Muglia	Substitute Teacher/Aide
Emerly Illescas	Substitute Aide/Clerical

- 5.10 Motion to approve the Superintendent's recommendation for the following coaching assignment at the Readington Middle School for the 2023-2024 school year at the contractual rate:

STIPEND POSITION	STAFF MEMBER
Boys Assistant Lacrosse Coach	Christine Crielly

- 5.11 Motion to extend Marianne Shultz, as a bus aide for Student S-093, until June 20, 2024 not to exceed 9 hours per week at the contractual rate.
- 5.12 Motion to extend Anne Rieche, as a bus aide for Student S-185, until June 20, 2024, not to exceed 10 hours per week, at the contractual rate.
- 5.13 Motion to extend Marcella Vasques, as a bus aide for Student S-049, until June 20, 2024, not to exceed 10 hours per week, at the contractual rate.
- 5.14 Motion to accept the Superintendent's recommendation and approve the following job descriptions: (Attachment 5.14)
- Preschool Coordinator
 - Preschool Family Parent Involvement Specialist
- 5.15 Motion to amend motion 5.10 from the December, 12, 2023 agenda to approve Michelle Hodge as Wrestling Asst. Coach temporarily until Dave deVelder resumes the position for the 2023-2024 school year as follows:

NAME	STIPEND
Michelle Hodge	\$1,672.00 (4 weeks)
David deVelder	\$2,128.00 (5 weeks)
Total	\$3,800.00

- 5.16 Motion to approve the following mentor for the 2023-2024 school year:

NEW STAFF MEMBER	SCHOOL	POSITION	MENTOR
Maria Kurowski	WHS	Preschool Teacher	Kristy Pieloch

- 5.17 Motion to amend motion 5.04 on the July 18, 2023 agenda and change the following coaching assignment:

COACHING ASSIGNMENT	ORIGINALLY	CHANGE TO
Boys Baseball A Coach	David deVelder	Paul Yunos
Boys Baseball B Coach	Paul Yunos	Open Position

Roll Call:

Mrs. DePinto_____ Mrs. Fiore_____ Mrs. Mencer_____ Mrs. Napoli_____ Mr. Peach_____
Mrs. Podgorski_____ Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____

F. COMMUNICATION

Committee Report:

6. Motion to adopt 6.01 - 6.03
Motion_____ 2nd_____
- 6.01 Motion to accept the Superintendent's recommendation and approve the following policies for second reading:
(Attachment 6.01)
- Policy 2270 - Religion in the Schools
 - Policy 3161 - Examination for Cause
 - Policy 4161 - Examination for Cause
 - Policy 8500 - Food Services
- 6.02 Motion to accept the Superintendent's recommendation and approve the following policies for first reading:
(Attachment 6.02)
- Policy 5111 - Eligibility of Resident/Nonresident Students
 - Policy 5116 - Education of Homeless Children and Youths
- 6.03 Motion to approve the revised 2023-2024 district calendar.
(Attachment 6.03)

Roll Call:

Mrs. DePinto_____ Mrs. Fiore_____ Mrs. Mencer_____ Mrs. Napoli_____ Mr. Peach_____
Mrs. Podgorski_____ Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS FROM BOARD

- Board Protocols

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 a HIB and the Superintendent's Evaluation (mid-year update) for approximately 60 minutes at which time the Board expects to return to Public Session where action will not 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. DePinto_____ Mrs. Fiore_____ Mrs. Mencer_____ Mrs. Napoli_____ Mr. Peach_____
Mrs. Podgorski_____ Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____

XI. XI. RETURN TO PUBLIC SESSION

Motion_____ 2nd_____

Roll Call:
Mrs. DePinto_____ Mrs. Fiore_____ Mrs. Mencer_____ Mrs. Napoli_____ Mr. Peach_____
Mrs. Podgorski_____ Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____

XII. ADJOURNMENT

Motion to adjourn at:
Motion_____ 2nd_____

Roll Call:
Mrs. DePinto_____ Mrs. Fiore_____ Mrs. Mencer_____ Mrs. Napoli_____ Mr. Peach_____
Mrs. Podgorski_____ Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____