

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 7:00 p.m.
March 11, 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, March 11, 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/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. Cassidy_____ Mrs. Fiore_____ Mr. Lopes_____ Mrs. Mencer_____ Mrs. Podgorski_____
Mrs. Rad_____ Mrs. Ryan_____ Mrs. DePinto_____ Mr. Rizza_____

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Patricia Rees, NJSBA
- Budget Presentation 2025-2026
- Referendum Vote Date

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

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

- 1. Motion to adopt 1.01 - 1.02
Motion _____ 2nd _____
- 1.01 Motion to approve the Enrollment and Drill Reports February 2025.
(Attachment 1.01)
- 1.02 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
Motion _____ 2nd _____
- 2.01 Motion to approve the Meeting Minutes February 25, 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 - 3.20
Motion _____ 2nd _____
- 3.01 Motion to approve the **Bill List** for the period from **February 26, 2025 through March 12, 2025** for a total amount of **\$2,249,112.04**.
(Attachment 3.01)
- 3.02 Motion to approve **Travel Expenditures March 11, 2025** In the amount of **\$872.86**.
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **February 2025** for a total amount of **\$2,497,515.21**.
(Attachment 3.03)

- 3.04 Motion to ratify and approve the following **Account Transfers for February 1, 2025 through February 28, 2025.**
(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for February 28, 2025 through February 28, 2025.**
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS February 28, 2025 pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of February 28, 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 February 28, 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 February 28, 2025.
(Attachment 3.06-3.06a)

3.07 **Tentative Budget Adoption 2025-2026**

BE IT RESOLVED that the tentative budget be approved for the 2025-2026 school year and that the Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6 for approval in accordance with the statutory deadline of March 20, 2025 as follows:

General Fund Current Expense	\$38,569,446.00
General Fund Capital Outlay	\$ 234,211.00
Transfer of Funds to Charter Schools	\$ 17,860.00
Special Revenue Fund	\$ 4,236,310.00
<u>Debt Service Fund</u>	<u>\$ 2,066,125.00</u>
Total Tentative Budget	\$45,123,952.00

(Attachment 3.07-3.07a)

3.08 **Amount to be Raised for Taxes**

BE IT RESOLVED that the Board of Education acknowledge that the following amounts be raised in local taxes to support these funds included in the tentative budget:

General Fund	\$34,364,000.00
<u>Debt Service Fund</u>	<u>\$ 2,059,048.00</u>
Total Local Taxes Required	\$36,423,048.00

3.09 **Advertise Tentative Budget for Public Hearing**

BE IT RESOLVED that the Board of Education authorize the advertisement of the tentative budget in the Courier News in accordance with the form as provided by the State Department of Education and according to law and establish that the public hearing be held in the Holland Brook School, 52 Readington Road, Whitehouse, NJ on April 29, 2025 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 school year.

3.10 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education qualified for health benefit adjustments, enrollment adjustments, or utilized less than 2% of allowable tax levy in prior budget cycles; and

WHEREAS, the Readington Township Board of Education currently has an accumulated balance of \$221,509.00 in banked cap from the 2022-2023 school year and \$3,820.00 from the 2023-2024 school year; and

WHEREAS, the Readington Township Board of Education generated an additional balance of \$197,749.00 in banked cap in the 2025-2026 school year; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education includes in the tentative budget no adjustment for banked cap, and in accordance with N.J.A.C. 6A:23A-10.3(b), the district has fully exhausted all eligible statutory spending authority by utilizing an adjustment in health care costs of \$677,644.00. Being fiscally conservative and due to the district not raising taxes to the maximum allowable limit for the 2025-2026 school year, \$221,509.00 in banked cap from the 2022-2023 school year shall expire and not be eligible for use in future budget cycles. The Board of Education will still carry over banked cap of \$197,749.00 in the 2025-2026 school year and \$3,820.00 from the 2023-2024 school year, or a grand total of \$201,569.00 for use in the 2026-2027 budget cycle. The district acknowledges banked cap cannot be deferred or incrementally completed over a longer period of time than law allows.

3.11 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education qualified for a health benefit adjustment due to the significant health benefit cost increase of the State Health Benefit Plan run by the State of New Jersey; and

WHEREAS, based on budgeted health costs increases, the Readington Township Board of Education qualified for an amount of \$677,664.00 for potential use on the 2026-2027 budget and plans to keep \$197,749.00 as banked cap; and

NOW, THEREFORE, BE IT RESOLVED that the use of the health benefit adjustment in the budget is intended to be used to pay for the increased costs of health benefit premiums.

3.12 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (the "Board") has established a capital reserve account pursuant to N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-31 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the capital reserve account to implement a capital project or referendum in the Readington Township School District's ("District") Long Range Facility Plan ("LRFP") as required pursuant to N.J.S.A. 18A:7G-4(a) and N.J.A.C. 6A:26-2; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14.1, the Board may, by resolution, transfer funds from the capital reserve account to the line items in the capital outlay major account/fund to fund the total costs, less any excess costs, of a school facilities project or referendum; and

WHEREAS, the Readington Township Board of Education (the "Board") has previously approved holding a referendum lowering current taxes at its February 25, 2025 board meeting for 83 capital projects at 4 school buildings at a cost of \$38,047,000.00, offset by state aid in the approximate amount of \$10,437,423.00, resulting in a net cost to the local taxpayers of \$27,609,577.00, and potential costs for holding a referendum are required to be built into the 2025-2026 budget; and

WHEREAS, the Board previously approved at its February 11, 2025 board meeting the architect of record to submit all projects in the referendum to the State of New Jersey for amendment and inclusion in the District's long-range facilities plan; and

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes in the 2025-2026 budget a capital reserve withdrawal in the amount of \$70,000.00 for referendum legal and ballot costs should any be incurred, which shall be refunded in entirety if the referendum passes, or returned to the general fund should no costs be incurred.

3.13 **Approval of Resolution – School District Accountability – A-5**

WHEREAS, the State of New Jersey has enacted P.L. 2007, An Act Concerning School District Accountability (A-5) requiring boards of education to annually approve the total amount of funds budgeted for travel and conferences for all faculty, staff, administration and board members, and

WHEREAS, A-5 became effective on March 15, 2007 and requires prior approval of all travel and conference costs with registration costs in excess of \$200.00 before they are incurred, and

WHEREAS, such travel expenditures shall include, but not limited to, all costs for transportation, meals lodging and registration and conference fees to and for the travel event, and

WHEREAS, the Board of Education must establish an annual maximum per employee for regular business travel and that annual maximum, and

WHEREAS, the Board of Education elects to exclude travel expenditures by federal funds from the maximum travel expenditure amount and acknowledges the following travel costs for federal programs:

2024-2025 Maximum Travel Budget \$50,000.00
2024-2025 Expenditures through 3/10/2025 \$14,465.23
2025-2026 Maximum Travel Budget \$50,000.00

NOW THEREFORE BE IT RESOLVED, that the following budget and expended amounts are acknowledged and costs of travel and conferences through the use of local and state funds are approved for the 2024-2025 school year and the 2025-2026 school year:

2024-2025 Maximum Travel Budget \$100,000.00
2024-2025 Expenditures through 03/10/2025 \$40,007.51
2025-2026 Maximum Travel Budget \$100,000.00

- 3.14 Motion to accept the Superintendent's recommendation and approve the acceptance of the 2025-2026 Preschool Expansion Aid Budget.
(Attachment 3.14)
- 3.15 Motion to accept a Regular Operating District (ROD) grant for the State of New Jersey, School Development Authority share amount of \$208,363.20 and a district share of \$312,544.80, totaling a project cost of \$520,908.00 for the construction of the Three Bridges School Preschool toilet rooms.
(Attachment 3.15)
- 3.16 Motion to authorize the district to participate in the Special Education Medicaid Initiative for the 2025-2026 school year in accordance with state regulations as over mandated threshold of 40 eligible students.
- 3.17 Motion to approve a Memorandum of Understanding Agreement for Reunification for the 2025-2026 school year.
(Attachment 3.17)
- 3.18 Motion to award the E-Rate internet services proposal to Lumen Technologies Group as the highest weighted bidder in the amount of \$1,250.48 per month for a period of 36 months at 1 GB, eligible for federal discount of 40%.
- 3.19 Motion to award the E-Rate WAN services proposal to BrightSpeed Broadband LLC as the lowest responsive bidder in the amount of \$2,736.00 per month for a period of 36 months at 1 GB, eligible for federal discount of 40%.
- 3.20 Motion to approve the Board of Education authorizing a date for the Referendum vote by the public in November 2025.

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 - 4.03
Motion _____ 2nd _____

4.01 Motion to adopt the following fundraiser for the 2024-2025 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Readington Middle School	Roadside Produce Stand	Nature & Garden Club

4.02 Motion to approve the donation of a 2008 Blue Bird Vision, 54 passenger, school bus (Vin #1BAKFCKH28F2521054) to the Whitehouse First Aid Rescue Squad and the Readington Volunteer Fire Company for professional training and practice drills.

4.03 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
Mariah Arias	Raritan Valley Community College/Observation	Holland Brook School/ Jennifer Higdon	03/12/25-04/10/25

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 - 5.04
Motion _____ 2nd _____

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Rebecca Burns	Director of Pupil Services (BOE) 10-05-02/bbd	\$153,000.00	07/01/2025 - 06/30/2026
Michelle Adamitis	.31 LTS Teacher/Special Ed (RMS) 20-01-D2/aic	\$19,052.60 BA+15 Step 4 (prorated)	03/12/2025 - 05/09/2025
Mary "Beth" McGivney	.69 LTS Teacher/Special Ed (RMS) 20-01-D2/aic	\$58,681.05 MA Step 18 (prorated)	03/12/2025 - 05/09/2025
Anthony Emilut	LTS Teacher/Special Ed (HBS) 20-02-D2/aiv	Sub rate for the first 20 days, \$58,860.00 BA Step 1 per diem rate thereafter (prorated)	03/24/2025 - 06/20/2025
Eric Goodhart	Preschool Bus Aide (WHS) New Position	\$25.00/hr.	On or about 03/12/2025 - 06/30/2025

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

NAME	POSITION	EFFECTIVE DATE
Sherry Krial	Supervisor of Curriculum and Instruction (BOE) 10-05-03/bae	06/30/2025
Janice Razza	Teacher/Grade 3 (WHS) 20-04-D2/arf	06/30/2025
Barbara Hoff	Bus Driver (Transp) 80-06-D6/ans	06/30/2025

5.03 Motion to accept the Superintendent's recommendation and approve prep-time stipends for the attached list of teachers facilitating on March 14, 2025, In-Service Day.
(Attachment 5.03)

5.04 Motion to accept the Superintendent's recommendation and approve other leave for staff member #6260 for the period 03/13/2025 - 04/04/2025.

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 policy for first reading:
(Attachment 6.01)

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

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

- Board Self Evaluation
- Delegate Reports

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 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 _____