

READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual/In-Person Available at Holland Brook School
Board of Education Meeting Room
Regular Meeting 7:00 p.m.
March 15, 2022

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 remotely/in-person on March 15, 2022 at its regularly scheduled time. Due to the current public health pandemic, the members of the public who wish to attend the meeting virtually are encouraged to do so by going to Meeting ID: meet.google.com/igv-oghv-uzq or joining by phone: (US)+1 929-445-3438 PIN: 472 279 811# 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. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Student Recognition: RMS Band Students
- 2022-2023 Budget 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.

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.

V. CORRESPONDENCE

- Email M.C. - Masks
- Email J.R. - Parent Letter

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

Motion to adopt 2.01 - 2.02
Motion _____ 2nd _____

1.01 Motion to approve Enrollment and Drill Reports February 2022.

1.02 Motion to accept the HIB report and affirm the Superintendent’s decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
1	WHS	2/8/2022	No
2	WHS	2/8/2022	No

Roll Call:

Mrs. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02
Motion _____ 2nd _____

2.01 Motion to approve the Meeting Minutes February 22, 2022.

2.02 Motion to approve the Executive Session Meeting Minutes February 22, 2022.

Roll Call:

Mrs. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____

C. 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 **February 24, 2022 through March 16, 2022** for a total amount of **\$1,798,960.42.**
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule March 15, 2022** for a total amount of **\$3,938.08.**
(Attachment 3.02)

3.03 Motion to ratify and approve **Payroll and Agency** for the month of **February 2022** for a total amount of **\$2,619,211.29.**
(Attachment 3.03)

3.04 Motion to ratify and approve the following **Account Transfers for February 1, 2022 through February 28, 2022.**

(Attachment 3.04-3.04a)

- 3.05 Motion to ratify and approve the **Student Activities Account for February 1, 2022 through February 28, 2022.**

(Attachment 3.05)

- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: February 28, 2022 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of February 28, 2022 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. 6:23-2.11(c)4, we certify that as of February 28, 2022 and 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 February 28, 2022.

(Attachment 3.06-3.06a)

- 3.07 **Tentative Budget Adoption 2022-2023**

BE IT RESOLVED that the tentative budget be approved for the 2022-2023 school year and that the Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline of March 28, 2022 as follows:

General Fund Current Expense	\$34,633,631
General Fund Capital Outlay	\$ 1,652,911
Special Revenue Fund	\$ 349,000
Debt Service Fund	<u>\$ 2,052,238</u>
Total Tentative Budget	\$38,687,780

(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	\$31,433,950
Debt Service Fund	<u>\$ 2,045,140</u>
Total Local Taxes Required	\$33,479,090

(Attachment 3.08)

- 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 Hunterdon Democrat 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 26, 2022 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2022-2023 school year.

3.10 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 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; and

WHEREAS, Holland Brook School Partial Roof Replacement Project, Holland Brook School Curriculum Office Renovation Project, and Three Bridges Cupola Project (“Projects”) are a school facilities projects included in the District’s LRFP; and

WHEREAS, the Board intends to transfer \$1,450,000 from its capital reserve account to its capital outlay/major account to fund the total costs of the Projects;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of capital reserve to fund these Projects.
2. The Board hereby approves the total transfer of \$1,450,000.00 from the capital reserve account to the capital outlay/major account/fund to fund the total costs, less any excess costs, of the Projects.

3.11 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (the “Board”) has established a maintenance reserve account pursuant to N.J.S.A. 18A:23A-14 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the maintenance reserve account to implement required maintenance activities for a school facility in the Readington Township School District as required pursuant to N.J.S.A. 18A:23A-14(d); and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14(d), the Board may, by resolution, transfer funds from the maintenance reserve account to the line items in the maintenance appropriations to fund the total costs of required maintenance activities and/or projects; and

WHEREAS, the Board has a desire to complete maintenance activities and/or projects; and

WHEREAS, the Board intends to transfer \$250,000.00 from its maintenance reserve account to its maintenance appropriations account to fund the total costs of the maintenance activities and/or projects;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of maintenance reserve to fund these activities and/or projects.
2. The Board hereby approves the total transfer of \$250,000.00. From the maintenance reserve account to the maintenance appropriations to fund the total costs of these activities and/or projects.

3.12 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 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:

2021-2022 Maximum Travel Budget	\$50,000.00
2021-2022 Expenditures through 3/11/22	\$ 9,498.99
2022-2023 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 2021-2022 school year and the 2022-2023 school year:

2021-2022 Maximum Travel Budget	\$100,000.00
2021-2022 Expenditures through 3/11/22	\$ 12,684.00
2022-2023 Maximum Travel Budget	\$100,000.00

3.13 Motion to approve YMCA School Age Child Care Program for the 2022-2023 and 2023-2024 school years. (Attachment 3.13)

3.14 Motion to authorize the district to participate in the Special Education Medicaid Initiative (SEMI) for the 2022-2023 school year.

3.15 Motion to approve honorarium payments to the following presenters for staff development training on the Readington Township School District In-Service Day on March 21, 2022:

PRESENTERS	SESSION	HONORARIUM
The Hunterdon County YMCA	Dance/Fitness	\$50
The Hunterdon County YMCA	Yoga/Pilates	\$50
Hunterdon Healthcare	Mindfulness Meditation for Relaxation	\$50

Roll Call:

Mrs. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
 Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____

**D. EDUCATION/TECHNOLOGY
 Committee Report**

Motion to adopt 4.01 - 4.06
 Motion _____ 2nd _____

- 4.01 Motion to ratify and approve home instruction for student: H202109 from February 25, 2022 through March 18, 2022. Services provided through LearnWell for 5 hours per week at a rate of \$48.00 per hour.
- 4.02 Motion to ratify and approve home instruction for Student: H-202110 to receive home instruction virtually from February 7, 2022 through February 10, 2022 for 5 hours.
- 4.03 Motion to accept the Superintendent's recommendation and approve the following student placements in the Readington Township School District as follows:

STUDENT NAME	UNIVERSITY/PLACEMENT PLACEMENT REQUEST	SCHOOL/ COOPERATING TEACHER	EFFECTIVE DATES
Lindsay Apple	Messiah University 20 hours Speech/Language Lessons Observation Hours	Holland Brook School Beth Luque	May 2022
Matthew Wagner	Raritan Valley Community College 20 hours Classroom Observation	Readington Middle School Betsy Freeman	March - April 2022
Phoebe Stedman	Marist College Grade 6 Classroom Observation	Readington Middle School Vincent Biancamano Colleen Caballero Beth McGivney Shaina Mirsky Lisa Moor	March 16 - 18, 2022

- 4.04 Motion to approve the following books for the 2021-2022 school year:

BOOK TITLE	GRADE
Night on Fire	Grade 8
Revolution	Grade 8
One Crazy Summer	Grade 8

- 4.05 Motion to approve Divonna Stebick to run workshops titled *Teacher Inquiry and Data as Tools to Examine Learning Gaps* for six days in the 2022-2023, payment not to exceed \$18,000 total. This consultant will be paid using the ESSER/ARP grant.
- 4.06 Motion to approve a Girl Scout Silver Award Project submitted by Katelyn Paul and Briana Goodyear, former Whitehouse School students, to rejuvenate the WHS Sensory Garden from April 2022 through July 2022.

Roll Call:

Mrs. Bettermann_____ Mrs. Fiore_____ Mr. Peach_____ Mrs. Podgorski_____ Mr. Wallace_____ Mrs. Wolf_____ Mr. Zwerling_____ Dr. Cerciello_____ Mrs. Hample_____

**E. PERSONNEL
Committee Report**

- 5. Motion to adopt 5.01 - 5.07
Motion _____ 2nd _____

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Melinda Roethke	Payroll/Benefits Specialist (BOE) 12-05-D4/ani	\$68,000 Unaligned (prorated)	03/28/2022 - 06/30/2022

5.02 Motion to approve the following retirements with appreciation for their years of service:

NAME	POSITION	EFFECTIVE DATE
Teresa Miller	Teacher/Grade 1 (WHS) 20-04-D2/adk	July 1, 2022
Lori Dribbon	Teacher/Music (HBS) 20-02-D2/ahc	June 30, 2022
Cheryl O'Brien	Teacher/LA (RMS) 20-01-D2/afa	June 30, 2022
Sharon Moffat	Principal (RMS) 10-01-D1/aaj	June 30, 2022

5.03 Motion to approve the following resignation:

NAME	POSITION	EFFECTIVE DATE
Natasha Rankin	Clerical Aide (TBS) 40-03-D4/arb	March 4, 2022

5.04 Motion to approve the 2022-2023 holiday schedules for custodians/maintenance, secretaries, administrators, and technology staff.
(Attachment 5.04)

5.05 Motion to ratify and approve Marybeth Schwarz to provide home instruction virtually for Student: H-202110 for 5 hours from February 7, 2022 through February 10, 2022 at a rate of \$30.00 per hour.

5.06 Motion to accept the Superintendent's recommendation and approve stipends for the following staff members facilitating sessions for the Readington Township School District March 21, 2022 In-Service Day.

NAME	SESSION	STIPEND
Michelle Hoff	Daily Tips to a Healthier You	\$60
Stephanie Sperone	Daily Tips to a Healthier You	\$60

Heather Gibbons	Dyslexia Training	\$120
Anavi Sharma	Dyslexia Training	\$120
Ann Roarty	Dyslexia Training	\$120
Sheri Simonetti	Dyslexia Training	\$120
Nicole Maraventano	Fluency Gr. 2-5	\$90
Nicole Maraventano	Fluency Gr. 6-8	\$90
Adam Connelly	LGBTQ+ Training	\$60
Mary Coyle	Paint with Acrylics	\$60
Kristen Halozan	Paint with Acrylics	\$60
Dana Pierro	Paint with Watercolors	\$60
Jim Casertano	Pickleball	\$60
Paul Yunos	Pickleball	\$60

5.07 Motion to increase the hours for Jennifer Percario, Instructional Aide at Holland Brook School, from 4 hrs./day to 5 hrs./day effective March 16, 2022 - June 30, 2022.

Roll Call:

Mrs. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
 Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____

F. 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 revised District Calendar for the 2021-2022 school year.
 (Attachment 6.01)

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

- Policy 2415.05 - Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment
- Policy 2622 - Student Assessment
- Policy 3233 - Political Activities
- Policy 9560 - Administration of School Surveys

Roll Call:

Mrs. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
 Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS FROM BOARD

- Green Committee Meeting
- Superintendent's Evaluation Timeline

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 for approximately 30 minutes at which time the Board expects to return to Public Session where action shall 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. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____

XI. RETURN TO PUBLIC SESSION

Motion _____ 2nd _____

Roll Call:

Mrs. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____

XII. ADJOURNMENT

Motion to adjourn at:

Motion _____ 2nd _____

Roll Call:

Mrs. Bettermann _____ Mrs. Fiore _____ Mr. Peach _____ Mrs. Podgorski _____ Mr. Wallace _____
Mrs. Wolf _____ Mr. Zwerling _____ Dr. Cerciello _____ Mrs. Hample _____