

# READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School  
Regular Meeting 7:00 p.m.  
May 9, 2023  
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, May 9, 2023 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](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. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

## **II. FLAG SALUTE**

## **III. SUPERINTENDENT'S REPORT**

- Presentation of 2022-2023 Governor's Educator of the Year Honorees and Retiring Staff Members

## **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.

### **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 Enrollment and Drill Reports April 2023.  
(Attachment 1.01)

Roll Call:

Mrs. Bettermann \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Mencer \_\_\_\_\_ Mr. Peach \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_  
Mrs. Ryan \_\_\_\_\_ Mrs. Wolf \_\_\_\_\_ Dr. Cerciello \_\_\_\_\_ Mrs. Hample \_\_\_\_\_

**B. APPROVAL OF MINUTES**

2. Motion to adopt 2.01 - 2.02  
Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

2.01 Motion to approve the Meeting Minutes April 25, 2023.

2.02 Motion to approve the Executive Session Minutes April 25, 2023.

Roll Call:

Mrs. Bettermann \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Mencer \_\_\_\_\_ Mr. Peach \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_  
Mrs. Ryan \_\_\_\_\_ Mrs. Wolf \_\_\_\_\_ Dr. Cerciello \_\_\_\_\_ Mrs. Hample \_\_\_\_\_

**C. FINANCE/FACILITIES**

**Committee Report:**

3. Motion to adopt 3.01 - 3.12  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_

3.01 Motion to approve the **Bill List** for the period from **April 27, 2023 through May 10, 2023** for a total amount of **\$1,917,647.73**.  
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule May 9, 2023** for a total amount of **\$2,227.49**.  
(Attachment 3.02)

3.03 Motion to approve the schedule for requisition of taxes from Readington Township for the 2023-2024 school year:

READINGTON TOWNSHIP BOARD OF EDUCATION  
2023-2024 TAX LEVY REQUEST

	GENERAL	DEBT SERVICE	TOTAL
July 2023	\$ 1,644,200.00	\$ 1,258,569.00	\$ 2,902,769.00
August 2023	2,902,769.00		2,902,769.00
September 2023	2,902,769.00		2,902,769.00
October 2023	2,902,769.00		2,902,769.00
November 2023	2,902,769.00		2,902,769.00
December 2023	2,902,769.00		2,902,769.00
<b>2023</b>	<b>16,158,045.00</b>	<b>\$ 1,258,569.00</b>	<b>17,416,614.00</b>

January 2024	2,035,433.15	789,089.00	2,824,522.15
February 2024	2,824,522.00		2,824,522.17
March 2024	2,824,522.17		2,824,522.17
April 2024	2,824,522.17		2,824,522.17
May 2024	2,824,522.17		2,824,522.17
June 2024	2,824,522.17		2,824,522.17
<b>2024</b>	<b>16,158,044.00</b>	<b>\$ 789,089.00</b>	<b>16,947,133.00</b>
<b>Total</b>	<b>32,316,089.00</b>	<b>\$ 2,047,658.00</b>	<b>32,316,089.00</b>

- 3.04 Motion to approve the following Shared Services Agreements between Readington Board of Education and Branchburg Board of Education for the period of July 1, 2023 - June 30, 2024:
- 1 year renewal rental agreement for a garage bay at the rate of \$33,437 plus increase at the Consumer Price Index rate.
  - Transportation Personnel agreement in the amount of \$20,000.00
  - Transportation Services Agreement per attachment (Attachment 3.04-3.04b)
- 3.05 Motion to adopt the attached resolution for participation in joint transportation services with the Hunterdon County Educational Services Commission for the 2023-2024 school year. (Attachment 3.05)
- 3.06 Motion to adopt the attached resolution for participation in joint transportation services with the Somerset County Educational Services Commission for the 2023-2024 school year. (Attachment 3.06)
- 3.07 Motion to approve Shared Services Agreement between Readington Board of Education and Tewksbury Township Board of Education for transportation services for the 2023 - 2024 school year. (Attachment 3.07)
- 3.08 Resolved to renew the District's employee insurance health and vision benefits with AmeriHealth and Horizon Dental for dental benefits for the 2023-2024 school year. (Attachment 3.08-3.08a)
- 3.09 **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 2023-2024 school year as follows:
- Maschio's guarantees a return to the School Food Authority in the amount of \$20,000.00 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:
- a) There shall be no change in the School Food Authority's policies, practices and service requirements including changes in bell schedules and or meal service periods.
  - b) The proposed pricing schedule is approved.
  - c) The proposed staffing schedule is approved with no alterations.
  - d) The state or federal minimum wage rate and taxes in effect as of January 1, 2024 shall remain consistent throughout the year.

- e) The projected number of service days for lunch will be 181 for all schools.
- f) There shall be no reduction in service days due to inclement weather schedule changes (i.e. early dismissal, delayed opening).
- g) The government reimbursement rates shall be no less than the rates for the previous school year.
- h) Vendor prices shall remain constant throughout the year.
- i) Average daily attendance shall remain at the same level as the previous school year.
- j) The number of free and reduced price participants shall remain at the same level as the previous school year.
- k) USDA donated foods including both entitlement and bonus foods, and including the value of donated foods contained in processed end products will be no less than the previous school year.
- l) Usable USDA donated foods, of adequate quality and variety required for Maschio's proposed menu will be valued at no less than the previous school year's value per reimbursable meal.
- m) There shall be no restrictions in a la carte sales. Sales will be permitted at all locations for the term of this addendum.
- n) Service hours, service requirements type or number of facilities selling food and/or beverages on School Food Authority's premises shall remain consistent throughout the year.
- o) There shall be no competitive sales during all service hours.
- p) Any changes in legislation, regulations, reimbursement rates, meal components and quantities required by the Child Nutrition Programs or changes in the USDA Smart Snack Policies will affect the guarantee.
- q) Due to the volatile nature of raw material costs, Maschio's and the Local Education Agency shall review quarterly costs associated with the paper and plastic supplies and fuel surcharges on other deliveries. Any changes in Maschio's costs shall result in an appropriate change in the guarantee.
- r) There will be no cessation of labor within the School Food Authority that would adversely affect sales.
- s) The School Food Authority shall make payment to Maschio's for the entire amount of fees, costs and expenses which Maschio's shall have incurred as the result of union organizational activities and 4 Agenda May 9, 2023 participation in administrative proceedings involving the unionization of personnel, which were unknown to the officers of Maschio's at the time of execution of this Addendum.
- t) The number of eligible free and reduced students will be at least equal to the number of free and reduced eligible students in the previous year.
- u) The School Food Authority agrees to reimburse the food service account for the amount of unpaid charged meals either monthly or annually.
- v) Maschio's will not be responsible for sales decrease due to allowances given the School Food Authority for students to purchase lunches off campus if that allowance was not stated in the School Food Authority's specification.
- w) Any mandated expenses by either the federal or state governments regarding employee health care costs will reduce the guarantee in the amount of the actual cost of those expenses
- x) Maschio's has not taken into account the effect of lunch meals distributed under the School Food Authority's humanitarian meal policy in establishing the guarantee. Any changes in the value of lunch distributed under such policy that would negatively affect the guarantee will result in an appropriate adjustment thereof.
- y) The cost of providing reimbursable humanitarian meals will be at no cost to the students. Humanitarian meals shall mean meals provided at no cost to students who are unable to pay the full or reduced prices for a reimbursable meal. If a reimbursable Humanitarian meal is provided, the cost of such meals either

full price or reduced price shall be billed to and paid for by the School Food Authority, then the cost of providing the humanitarian meals shall be excluded from the calculation of financial results for purposes of determining achievement of the financial guarantee.

z) Any changes in the actual sales of meals distributed under any non-pricing program implemented during the current contract term could negatively affect the guarantee which will result in an appropriate adjustment thereof. In the event the foregoing conditions are not met during the school year, Maschio's guarantee obligation shall be reduced by an amount equivalent to any increased cost of loss of revenue attributable to the changes in such conditions.

- The School Food Authority shall pay Maschio's an annual management fee in the amount of \$18,480.00. The management fee shall be payable in monthly installments of \$1,540.00 per month commencing on September 1, 2023 and ending on June 30, 2024.
- Maschio's guarantees a return to the School Food Authority in the amount of \$20,000.00.
- Total cost of contract \$693,267.66

3.10 Motion to approve a required student lunch price for the 2023 - 2024 school year as \$3.75 (an increase of \$.25 from 2022 - 2023 school year) and the student breakfast meal price of \$2.25.

3.11 Motion to approve the following resolution:

**WHEREAS**, the Readington Township Board of Education ("Board") seeks to install cafeteria software and hardware integration; and

**WHEREAS** the Board has funding in its General Fund for this software: and

**WHEREAS** there is cafeteria software designed by Payschools through I3 Education for this upgrade and is proprietary to that company; and

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

**WHEREAS** the software is necessary to comply with new regulations issued by the State of New Jersey for free and reduced student population;

**NOW, THEREFORE BE IT RESOLVED** that the Board hereby authorizes the proprietary upgrade of cafeteria software and hardware integration not to exceed \$20,000.00 from an authorized vendor Payschools to install software to effectuate this means. Annual recurring software costs shall be \$6,010.00. (Attachment 3.11)

3.12 Motion to approve the following resolution:

**WHEREAS**, the Readington Township Board of Education ("Board") seeks to have Aqua Treatment Services Inc, (ATS) and Passaic/Bergen Water Softening to provide maintenance services for the 4-Log Ultra Violet Sanitation System, which is a component of the equipment that provides domestic water service to Readington Middle School; and

**WHEREAS** the Board has funding in its General Fund for the system software and equipment maintenance services; and

**WHEREAS** there is system software and associated equipment designed by Aqua Treatment Services Inc, and is proprietary to that company; and

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

**WHEREAS** the software and equipment maintenance services are required by NJDEP regulations to be compliant with current quality standards for drinking water in schools.

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

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

**D. EDUCATION/TECHNOLOGY  
Committee Report**

4. Motion to adopt 4.01 - 4.07  
Motion\_\_\_\_\_ 2nd\_\_\_\_\_

4.01 Motion to adopt the following fundraisers for the 2022-2023 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Readington Middle School	8th Grade Kickball Tournament	St. Jude Children's Research Hospital
Three Bridges School	Lemonade Stand Food and Drink Sale	Emmanuel Cancer Foundation

4.02 Motion to approve the attached list of textbooks, instructional resources, and publishers to be used to implement the curriculum for the 2023-2024 school year.  
(Attachment 4.02)

4.03 Motion to accept the Superintendent's recommendation and adopt the following curricula for the 2023-2024 school year:

Encores: I&D, Creative Writing, Coding, Financial Literacy, Current events	Physical Education/Health
English as a Second Language	Preschool
Gifted and Talented	School Counseling
Informational Literacy	Science
Intervention Program	Social Studies
Language Arts	Technology
Life Skills	Visual and Performing Arts
Mathematics	World Languages

4.04 Motion to approve Rutgers University for professional development services for the 2023-2024 school year for \$1,500.00 per day, not to exceed \$27,000.00. This professional development will be funded by the ESSER/ARP grant.

4.05 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 TEACHERS	EFFECTIVE DATES
Nathan Kimmick	Rutgers University/Student Teaching	Readington Middle School/ John Hylkema	01/02/2024 - 05/10/2024

--	--	--	--

4.06 Motion to approve the following additional field trips for the 2022-2023 school year:

GROUP/GRADE	TRIP	LOCATION	COST TO PARENT
RMS/Life Skills	Voorhees High School	Clinton NJ	-0-
RMS/6th-I&D	Kingwood School	Frenchtown NJ	\$10.00

4.07 Motion to approve an agreement with Prevention Resources for employee assistance for the 2023-2024 school year for \$22.00 per employee for a total amount not to exceed \$7,370.00, to be paid through ESSER/ARP funds.

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

**E. PERSONNEL**

**Committee Report**

5. Motion to adopt 5.01 - 5.05  
Motion\_\_\_\_\_ 2nd\_\_\_\_\_

5.01 Motion to accept the superintendent’s recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Patricia Dowden	Teacher/Grade 5 (HBS) 20-02-D2/abt	*\$70,195.00 MA Step 10/11 (10)	09/01/2023 - 06/30/2024

\*to be adjusted upon contract ratification between the Readington Township Board of Education and the Readington Township Education Association

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

NAME	POSITION
Camilla Giannattasio	Substitute Teacher/Aide
Lauren Golebiewski	Substitute Teacher/Aide

5.03 Motion to accept the Superintendent’s recommendation to approve the following retirement with appreciation for her years of service:

NAME	POSITION	EFFECTIVE DATE
Kathleen Kirk	Aide/Special Education (TBS) 30-03-D3/awq	June 30, 2023

- 5.04 Motion to accept the Superintendent's recommendation and approve stipend payments for the attached list of teachers facilitating 2023 Summer Teacher Academy Sessions. Stipend payments to be adjusted upon contract ratification between the Readington Township Board of Education and the Readington Township Education Association.  
(Attachment 5.04)
- 5.05 Motion to accept the Superintendent's recommendation to approve the attached Summer Enrichment programs, facilitators, and facilitator stipends for the self-sustaining 2023 Readington Township School District Summer Enrichment Program. Stipend payments to be adjusted upon contract ratification between the Readington Township Board of Education and the Readington Township Education Association.  
(Attachment 5.05)

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

**F. COMMUNICATION  
Committee Report**

- 6. Motion to adopt 6.01  
Motion\_\_\_\_\_ 2nd\_\_\_\_\_
- 6.01 Motion to approve the Superintendent's recommendation and approve the following bylaw and policies for first reading:  
(Attachment 6.01)
  - Bylaw 0144 - Board Member Orientation and Training
  - Policy 2520 - Instructional Supplies
  - Policy 3217 - Use of Corporal Punishment
  - Policy 4217 - Use of Corporal Punishment
  - Policy 5516 - Use of Electronic Communication and Recording Devices (ECDR)

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

**VII. UNFINISHED BUSINESS**

- Solar Expansion Committee

**VIII. NEW BUSINESS FROM BOARD**

- Discussion of July Board Retreat

**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 legal matter and the Superintendent's evaluation approximately 1 hour 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. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

**XI. RETURN TO PUBLIC SESSION**

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

Roll Call:

Mrs. Bettermann \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Mencer \_\_\_\_\_ Mr. Peach \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_

Mrs. Ryan \_\_\_\_\_ Mrs. Wolf \_\_\_\_\_ Dr. Cerciello \_\_\_\_\_ Mrs. Hample \_\_\_\_\_

**XII. ADJOURNMENT**

**Motion to adjourn at:**

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

Roll Call:

Mrs. Bettermann \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Mencer \_\_\_\_\_ Mr. Peach \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_

Mrs. Ryan \_\_\_\_\_ Mrs. Wolf \_\_\_\_\_ Dr. Cerciello \_\_\_\_\_ Mrs. Hample \_\_\_\_\_