

# READINGTON TOWNSHIP BOARD OF EDUCATION

Readington Middle School

Regular Meeting 7:00

January 20, 2015

## AGENDA

### Call to Order by Board President- – Open Public Meetings Act – Roll Call

This meeting is being held in compliance with the Open Public Meetings Act (NJSA 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. Formal action may be taken.

#### ROLL CALL:

Christopher Allen		Wayne Doran		Ray Egbert	
William Goodwin		Vincent Panico		Anna Shinn	
Eric Zwerling		Laura Simon		Cheryl Filler	

#### SUPERINTENDENT'S REPORT

- Presentation by Principal Sharon Moffat about RMS initiatives.

#### OPEN TO THE PUBLIC (LIMITED TO ACTION ITEMS ON THE AGENDA)

#### CORRESPONDENCE

- L.S. Email
- C.H Email
- K.F. Email
- C.M. Email
- T.B. Email

## **ADMINISTRATIVE REPORTS**

Motion to adopt 1.02 - 1.03

**Motion:**

**Second:**

**Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
William Goodwin		Vincent Panico		Anna Shinn	
Eric Zwerling		Laura Simon		Cheryl Filler	

1.01 Enrollment and Drill Reports

1.02 Motion to affirm the following HIB findings as reported to the by the Superintendent of Schools:

<b>Incident Date</b>	<b>School</b>	<b>Finding</b>
12-11-2014	RMS	No HIB
1-9-2015	RMS	No HIB

1.03 Motion to adopt the following resolution:

Resolved that the RTBOE hereby supports that a proposed equivalency NJQSAC application be submitted to the State of New Jersey, Dept. of Education in accordance with N.J.A.C. 6A:5; N.J.A.C. 6A:5-1; or N.J.A.C. 6A:5-1.1.

## **MINUTES**

Motion to adopt 2.01

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
William Goodwin		Vincent Panico		Anna Shinn	
Eric Zwerling		Laura Simon		Cheryl Filler	

2.01 Motion to approve the Minutes January 6, 2015.

**FINANCE/FACILITIES**

**Committee Report:**

Motion to adopt 3.01 – 3.07

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
William Goodwin		Vincent Panico		Anna Shinn	
Eric Zwerling		Laura Simon		Cheryl Filler	

- 3.01 Motion to approve the **Bill List** for the period from **January 8, 2015** through **January 21, 2015** for a total amount of **\$583,787.46**. (Attachment 3.01)
  
- 3.02 Motion to approve **District Travel Schedule January 20, 2015** for a total amount of **\$2,971.87**. (Attachment 3.02)
  
- 3.03 Motion to approve **Account Transfers** for **December 1, 2014** through **December 31, 2014**. (Attachment 3.03-3.03a)
  
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: December 31, 2014 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 2014 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.

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**Steffi-Jo DeCasas, Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as December 31, 2014 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 December 31, 2014. (Attachment 3.04-3.04a)

3.05 Motion to approve a Joint Transportation Contract #69.306 with Hunterdon Central Regional High School District serving as host for the period of October 28, 2014 through June 30, 2015 at a cost of \$18125.00.

3.06 Motion to approve the tuition rate of \$350.00 per month for the 2015-2016 Integrated Preschool Program, with a Transportation option for an additional amount of \$90.00 per month.

3.07 Motion to adopt the following Resolution:

WHEREAS, the Readington Township Board of Education (hereinafter referred to as the "Board") and Tewksbury Board of Education (hereinafter referred to as "Tewksbury") are parties to a Shared Services Agreement (hereinafter referred to as the "Agreement") for the subcontracting of the Board's technology support services to Tewksbury for the 2013-2014 and 2014-2015 school years; and

WHEREAS, the Board has determined that it is in its best interest to continue subcontracting the services of the Board's technology support services in accordance with the terms of the attached Addendum to the Agreement; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the terms of the attached Addendum to the Shared Services Agreement between Tewksbury and the Board and agrees to be bound by the terms and conditions thereof.

BE IT FURTHER RESOLVED that the Board President and the Board Secretary/Business Administrator are hereby authorized to execute the Agreement and any other documents necessary to effectuate the terms of this Resolution.

**EDUCATION/TECHNOLOGY**

**Committee Report:**

Motion to adopt 4.01 – 4.08

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
William Goodwin		Vincent Panico		Anna Shinn	
Eric Zwerling		Laura Simon		Cheryl Filler	

- 4.01 Motion to accept the Superintendent's recommendation and approve the following fundraisers:

Fundraiser	School	Date	Recipient
"Soup"er Bowl	Readington Middle School	January 26-30, 2015	Flemington Food Pantry
Valentine Carnation Sale	Readington Middle School	February 12, 2015	RMS Nature and Garden Club

- 4.02 Erin McNaught from TCNJ will student teach March 16 through May 8 with Michele Krayem at Holland Brook School.

- 4.03 Motion to approve the special education Extended School Year Program to occur between June 29 - August 6, 2015.

- 4.04 Motion to approve the following **Raritan Valley Community College** students as **classroom observers** in the Readington Township Schools for **three hours per week** from **February 2 through March 30, 2015**.  
Their cooperating schools will be as follows:

School	RVCC Student
WHS	Nicole Johanson
WHS	Jasmine Love-Yarbrough
WHS	Morgan Martucci
TBS	Alyssa Brienne Sibiga
TBS	Julia Anthony
TBS	Jocelyn Briant

- 4.05 Motion to approve a non-profit science camp, Camp Invention, to be held from 8/3/15 through 8/7/15, at Holland Brook School.

- 4.06 Motion to approve 6<sup>th</sup> grade Field trip to Pennsylvania Museum of Archaeology on June 16, 2014.

- 4.07 Motion to approve a Neuropsychological Evaluation for student S-193 to be completed by the NYU Langone Child Study Center, Hackensack, NJ, at a cost not to exceed \$5,000.

- 4.08 Motion to approve the following Integrated Preschool contract for student # 415428 for the 2014-2015 school year.

**PERSONNEL**

**Committee Report:**

Motion to adopt 5.01 – 5.14

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen		Wayne Doran		Ray Egbert	
William Goodwin		Vincent Panico		Anna Shinn	
Eric Zwerling		Laura Simon		Cheryl Filler	

5.01 Motion to accept the following resignations:

Name	Position	Effective Date
Brian Schmitt	Maintenance Mechanic/District 70-05-D5/aon	January 2, 2015
Casey Sevell	Aide/Special Education 30-03-D3/aqh	January 15, 2015
Jennifer Smits	Gr. 1 Teacher/WHS 20-04-D2/adj	February 15, 2015 or earlier as administratively approved

5.02 Motion to accept the following retirement:

John Krystofiak	Bus Driver 80-06-D6/anq	June 30, 2015
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5.03 Motion to accept the Superintendent's recommendation and approve the listed teachers who attended both back to school nights at a rate of \$30/hr for 2.5 hours, totaling \$75.00 each. (Attachment 5.02)

5.04 Motion to correct the daily hours to 3.5 from 3.25 for position 30-02-D3/ayb, Michele Adamitis, Aide effective November 17, 2014.

5.05 Motion to accept the Superintendent's recommendation and approve John Hylkema as advisor for the Grades 6, 7 and 8 bands at a prorated stipend of \$1,050.84 per band for a total stipend of \$3,152.52 (replacement for Daniel Lynch, resignation).

- 5.06 Motion to approve Stacey Skene, Bruce Wild & Colleen Ogden to provide continued home instruction for student: H-147 for a total of 5 hours per week from November 19, 2014 through December 31, 2014 at a rate of \$30.00 per hour.
- 5.07 Motion to accept the Superintendent's recommendation and approve Erica Del Guidice as Audio Technician for the RMS School Musical at a stipend rate of \$711.51.
- 5.08 Motion to accept the Superintendent's recommendation and appoint Stephanie Wood, Health/PE Teacher, 20-01-D2/agi, replacing Dale Dalrymple, at Readington Middle School, effective March 2, 2015, at BA Step 1, \$52,390 (prorated), pending RTEA 2014-2015 Salary Guide.
- 5.09 Motion to accept the Superintendent's recommendation and appoint Sandra Corbett, Teacher/Grade 1, 20-04-D2/adj, replacing Jennifer Smits, at Whitehouse School, effective January 26, 2015, at MA Step 1, \$57,590 (prorated), pending RTEA 2014-2015 Salary Guide.
- 5.10 Motion to approve the following mentors for the 2014-2015 school year as follows:

New Staff Member	Mentor	Term
Corbett, Sandra/WHS	Hagan, Barbara/WHS	2/3 Year
Hylkema, John/RMS	Hasselbring, Jack/HBS	2/3 Year

- 5.11 Motion to accept the Superintendent's recommendation and affirm the appointment of a teacher (long term substitute) appointment pending satisfactory completion of employment requirements and emergent hire, if needed:

NAME	POSITION	RATE	EFFECTIVE DATES
Christina Potter	Long Term Replacement Teacher (replacing employee# 20-01-D2/afc-LOA)	Substitute rate for the first 20consecutive days, per diem rate. BA, Step 1 after that.	01/26/2015- on or about 04/24/2015

- 5.12 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teachers/Aides/Nurses** paid at the applicable substitute rates, in the

Readington Township district, pending satisfactory completion of employment requirements.

Jerry Somma	Danielle Holtby
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- 5.13 Motion to affirm the Superintendent’s recommendation to appoint the following instructional aide pending satisfactory completion of employment requirements and emergent hire, if needed:

NAME	POSITION	STEP	EFFECTIVE DATE
Patricia Hunt	Resource Instructional Aide-TBS 30-03-D3/aqh (Full Time Position replacing Sevell)	\$20.28/hr, Step 10 C (pending RTEA 2014-15 Salary Guide)	01/20/2015

- 5.14 Motion to approve the extension of an unpaid leave of absence without benefits for an employee whose name is on file with the board secretary from January 2, 2015 through April 6, 2015.

**COMMUNICATIONS**

**Committee Report:**

Motion to adopt 6.01 – 6.02

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Christopher Allen	Wayne Doran	Ray Egbert	
William Goodwin	Vincent Panico	Anna Shinn	
Eric Zwerling	Laura Simon	Cheryl Filler	

6.01 Motion to accept the Superintendent's recommendation to approve for second reading and adopt the following policies and regulations:

Policy 1522 – School-Level Planning: Abolish  
Policy and Regulation 5308 – Student Health Records  
Policy and Regulation 5310 – Health Services  
Policy 5339 – Screening for Dyslexia

6.02 Motion to accept the Superintendent's recommendation to approve for first reading and adopt the following policies and Regulations:

Policy 5530 - Substance Abuse  
Regulation 5530 – Substance Abuse

**UNFINISHED BUSINESS**

- Committee assignments from Board President

**NEW BUSINESS**

**PUBLIC COMMENTS**

**EXECUTIVE SESSION**

**Motion:**

**Second:**

**Vote:**

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 Personnel Matter and HIB matter for approximately 20 minutes at which time the Board expects to return to Public Session with possible action to be taken. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, if is not presently known when such circumstances will exist.

**Motion to Adjourn at \_\_\_\_\_**

**Motion:**

**Second:**

**Vote:**