

# READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual Meeting

Regular Meeting 7:00 p.m.

December 8, 2020

## 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 on December 8, 2020 at its regularly scheduled time. Due to the current public health pandemic, the members of the public who wish to attend the meeting are encouraged to do so virtually by going to [meet.google.com/tnn-kjic-mgy](https://meet.google.com/tnn-kjic-mgy) or joining by phone: (US)+1 747-202-2089 PIN: 175 215 895#. The agenda and all materials for the Board meeting appear on the Board web page.

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

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:

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	

### Flag Salute

#### Superintendent's Report

- COVID-19 Update: COVID Activity Reports
- QSAC Submission
- US Green Building Council Grant
- Robyn Mikaelian Recognition

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

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.

**CORRESPONDENCE**

- Email T.K. - Reopening of Schools

**ADMINISTRATIVE REPORTS**

Motion to adopt 1.01 - 1.06

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	

1.01 November 2020 Enrollment and Drill Reports  
(Attachment 1.01)

1.02 October 2020 Revised Enrollment and Drill Reports (Yearly comparison modification)  
(Attachment 1.02)

- 1.03 School Safety Data Submission report for the period of January-June 2020  
(Attachment 1.03)
  
- 1.04 Quarterly Discipline Report  
(Attachment 1.04)
  
- 1.05 Motion to accept the Superintendent's recommendation to approve the Quality Single Accountability Continuum (QSAC) self assessment for submission to the New Jersey Department of Education accordance with N.J.A.C. 6A:30 and N.J.S.A. 18A:7A-10.  
(Attachment 1.05)
  
- 1.06 Ray Egbert resignation effective December 5, 2020

**MINUTES**

Motion to adopt 2.01 - 2.02

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	

2.01 Motion to approve the Meeting Minutes November 10, 2020.

2.02 Motion to approve the Executive Session Meeting Minutes November 10, 2020.

**FINANCE/FACILITIES**

**Committee Report**

Motion to adopt 3.01 - 3.07

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	

- 3.01 Motion to approve the **Bills List** for the period from **November 12, 2020** through **December 9, 2020** for a total amount of **\$312,692.58**.  
(Attachment 3.01)
  
- 3.02 Motion to approve **District Travel Schedule as of December 8, 2020** for a total amount of **\$1,013.00**.  
(Attachment 3.02)
  
- 3.03 Motion to ratify and approve **Payroll** for the month of **October 2020** for a total amount of **\$2,032,587.80**.  
(Attachment 3.03-3.03a)
  
- 3.04 Motion to ratify and approve the following **Account Transfers** for **October 1, 2020 through October 31, 2020**.  
(Attachment 3.04 - 3.04c)
  
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS:October 31, 2020 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of October 31, 2020 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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Jason M. Bohm, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of October 31, 2020 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 October 31, 2020.  
(Attachment 3.05 & 3.05c)





**ROLL CALL:**

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	

5.01 Motion to accept the following retirements with appreciation of their years of service:

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Gaye Villa	Assistant Business Administrator (BOE) 10-05-D1/aad	09/01/2021
Teresa Phillips	Payroll & Benefits Specialist (BOE) 50-05-D4/ani	06/30/2021

5.02 Motion to accept the following resignation:

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Jason Allen	Teacher/Music (RMS) 20-01-D2/agx	01/21/2021

5.03 Motion to accept the Superintendent's recommendation and approve and ratify the following **Substitute Teacher/Aide** paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

<b>NAME</b>	<b>POSITION</b>
Owen Jacobus	Substitute Teacher/Aide
Dana Quinn	Substitute Teacher/Aide
Luis Freire	Substitute Teacher/Aide
Emily Obenauer	Substitute Teacher/Aide
Mehwish Suleman	Substitute Teacher/Aide

Gabriella Truppi	Substitute Teacher/Aide
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5.04 Motion to approve a change in hours and salary for the following staff member due to change in route assignment:

NAME	POSITION	FROM	TO	EFFECTIVE DATE
Justine McAndrews	Bus Driver	5 hrs/day \$26,471.25	6.25 hrs/day \$33,089.06 (prorated)	01/04/2021 - 06/30/2021

5.05 Motion to approve Lori Yukniewicz as WHS Mathletes Club Coordinator for the 2020-2021 school year at a stipend per RTEA contract.

5.06 Motion to approve Jessica Richter as HBS Virtual Chorus Club Coordinator for the 2020-2021 school year at a stipend per RTEA contract.

5.07 Motion to approve the attached list of RMS Club Coordinators for the 2020-2021 school year at a stipend per RTEA contract.  
(Attachment 5.07)

## **COMMUNICATION**

### **Committee Report**

Motion to adopt 6.01

**Motion:**

**Second:**

**Roll Call Vote:**

### **ROLL CALL:**

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	

6.01 Motion to approve the following policies and regulations for first reading:  
(Attachment 6.01)

- Policy 1620 - Administrative Employment Contracts
- Policy 2431 - Athletic Competition



- Regulation 2431.1 - Emergency Procedures for Sports and Other Athletic Activity
- Policy 2464 - Gifted and Talented
- Policy 5330.05 - Seizure Action Plan
- Regulation 5330.05 - Seizure Action Plan
- Policy 5610 - Suspension
- Regulation 5610 - Suspension
- Policy 5620 - Expulsion
- Policy 7510 - Use of School Facilities
- Policy 8420 - Emergency and Crisis Situations

**OLD BUSINESS**

**NEW BUSINESS FROM BOARD**

- Board Meeting Dates 2021
- Board Vacancy Appointment Process

**OPEN TO THE PUBLIC**

**EXECUTIVE SESSION**

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	

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 HIB and legal matters 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.

**RETURN TO PUBLIC SESSION**

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	

**ADJOURNMENT**

**Motion to adjourn at:**

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Ray Egbert		Anthony Emmons		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Carol Hample		Laura Simon	