

# READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual Meeting

Regular Meeting 7:00 p.m.

October 13, 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 October 13, 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/jjw-jrav-adg](https://meet.google.com/jjw-jrav-adg) or joining by phone: (US)+1 631-596-0456 PIN: 905 801 470# . 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		Carol Hample		Robyn Mikaelian	
Carolyn Podgorski		Andrew Saunders		Thomas Wallace	
Eric Zwerling				Laura Simon	

### Flag Salute

#### Superintendent's Report

- RMS Highlight
- Board Goals (Gwen Thornton from NJSBA Presenting)
- Reopening Update
- Anna Shinn 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 P.W. - School Opening

## RESIGNATION AND ELECTION OF VICE-PRESIDENT

- Resignation of Anna Shinn, Board Vice-President, effective September 30, 2020

**Motion:**

**Second:**

**Roll Call Vote:**

### ROLL CALL:

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

- Nomination and election of Board Vice President by Board President

**Motion:**

**Second:**

**Roll Call Vote:**

### ROLL CALL:

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

**ADMINISTRATIVE REPORTS**

Motion to adopt 1.01

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

1.01 September 2020 Enrollment and Drill Reports

**MINUTES**

Motion to adopt 2.01 - 2.02

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

2.01 Motion to approve the Meeting Minutes September 15, 2020.

2.02 Motion to approve the Executive Session Meeting Minutes September 15, 2020.

**FINANCE/FACILITIES**

**Committee Report**

Motion to adopt 3.01 - 3.10

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

- 3.01 Motion to approve the **Bill List** for the period from **September 17, 2020** through **October 14, 2020** for a total amount of **\$2,372,439.92**.  
(Attachment 3.01)
  
- 3.02 Motion to approve **District Travel Schedule as of October 13, 2020** for a total amount of **\$925.00**.  
(Attachment 3.02)
  
- 3.03 Motion to ratify and approve **Payroll** for the month of **August 2020** for a total amount of **\$208,381.74** and the month of **September 2020** for a total amount of **\$2,031,695.28**.  
(Attachment 3.03-3.03a)
  
- 3.04 Motion to ratify and approve the following **Account Transfers** for **August 1, 2020 through August 31, 2020** and **September 1 through September 30, 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: August 31, 2020 and September 30, 2020 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of August 31, 2020 and September 30, 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.

---

Jason M. Bohm, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of August 31, 2020 and September 30, 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 August 31, 2020 and September 30, 2020. (Attachment 3.05 & 3.05c)

- 3.06 Motion to authorize the Business Administrator to void the following checks:

Check Number	Date	Amount
055122	9/12/2019	\$25.00
055124	9/12/2019	\$25.00
056707	7/23/2020	\$2,585.00

- 3.07 Motion to submit an amendment to the following for year 2020-2021 grant applications and acceptance of funds:

ESSA carry over from 2019-2020:

Title I	\$10,399.00
Title II	\$70.00
Title III	\$2,427.00

IDEA:

Preschool:	\$111.00
Basic	\$1,575.00

- 3.08 Motion to approve the closeout of the capital projects funds in Fund 32 (Security Cameras Capital Projects Account), and transfer the remaining balance of \$128,077.53 to Capital Reserve.
- 3.09 Motion to accept a Coronavirus Relief Fund Grant from the State of New Jersey in the amount of \$52,266.00 to be used to support reopening for in-person instruction and to support students during periods of remote learning.
- 3.10 Motion to approve a Non-Resident Tuition Agreement for Student #220426, per policy #5118, at a rate of \$21,582 for the 2020-2021 school year and an amount to be determined by the 2021-2022 budget once finalized for the 2021-2022 school year.

**EDUCATION/TECHNOLOGY**  
**Committee Report**

Motion to adopt 4.01 - 4.07

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

4.01 Motion to ratify and approve home instruction for student H-202101 effective August 21, 2020 through November 1, 2020. Services to be provided by LearnWell at a rate of \$48.00 per hour not to exceed 5 hours per week.

4.02 Motion to accept the Superintendent’s recommendation and approve the following student placement in the Readington Township School District:

<b>STUDENT</b>	<b>SCHOOL/PROGRAM</b>	<b>COOPERATING TEACHER/SCHOOL</b>	<b>EFFECTIVE DATES</b>
James Quinn	Kean University/ Classroom Observation	Lori Gabrielsen HBS/RMS/WHs	20 Hours in Fall 2020

4.03 Motion to ratify and approve the following integrated preschool students for the 2020-2021 school year:

745734	911634	721134
971935	592234	

4.04 Motion to approve the attached list of HSA Events/Fundraisers.  
(Attachment 4.04)

4.05 Motion to approve fundraisers at Holland Brook School and Readington Middle School.  
(Attachment 4.05)

4.06 Motion to adjust preschool tuition and transportation fees based upon the partial day schedule. Tuition will be adjusted to \$300/month and will be re-adjusted back to \$400/month once preschool returns to a full day schedule. Transportation fees will be pro-rated based upon actual usage.

- 4.07 Motion to adopt the Intervention & Support Program Curriculum for Language Arts and Mathematics Literacy for Grades K-8 for the 2020-2021 school year. (Attached 4.07)

**PERSONNEL**  
**Committee Report**

Motion to adopt 5.01 - 5.07

**Motion:**                              **Second:**                              **Roll Call Vote:**

**ROLL CALL:**

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

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

NAME	POSITION	EFFECTIVE DATE
Charlene Eitzen	Bus Driver (Transportation) 80-06-D6/aoa	12/31/2020
Roseann Oldenburg	Aide/Special Ed (RMS) 30-03-D3/bba	10/16/2020

- 5.02 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teachers/Aides/Nurses/Bus Drivers** paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

NAME	POSITION
Robert Singleton	Substitute Teacher/Aide
Carly Moor	Substitute Teacher/Aide
Barbara Hess	Substitute Teacher/Aide
Beatriz Stange	Substitute Teacher/Aide

Samantha Lovisa	Substitute Teacher/Aide
Erica Bekiarian	Substitute Aide
Patricia Kavanaugh	Substitute Aide
Joseph DeRogatis	Substitute Aide

5.03 Motion to approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Meredith Kane	Aide/Special Ed (RMS) 30-03-D3/bba	\$18.00/hr. Aide NC Step 3 (prorated)	10/14/2020 - 06/30/2021
Kristen Halozan	LTS Teacher/Art (RMS) 20-01-D2/afn	\$20.00/hr Aide C + \$20/day for first 20 days \$56,235 BA Step 1-2 (1) per diem rate thereafter (prorated)	10/13/2020 - TBD

5.04 Motion to accept the Superintendent's recommendation and ratify the following Long Term Substitute Teacher appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Lynda Breckinridge	LTS Teacher/1 <sup>st</sup> Grade (TBS) 20-03-D2/acw	Substitute rate for the first 20 consecutive days, \$61,835 MA Step 1-2 (1) per diem rate thereafter (prorated)	09/10/2020 - 12/23/2020
Robert Corio	LTS Teacher/1 <sup>st</sup> Grade (TBS) 20-03-D2/aci	Substitute rate for the first 20 consecutive days, \$61,835 MA Step 1-2 (1) per diem rate thereafter (prorated)	9/11/2020 - 10/30/2020



- 5.05 Motion to accept the Superintendent's recommendation and ratify the following position control change and designated transfer for the 2020-2021 school year:

<b>NAME</b>	<b>CHANGE</b>	<b>POSITION NUMBER</b>	<b>TITLE/ LOCATION</b>	<b>EFFECTIVE DATE</b>
Charles Keri	Transfer From: To:	70-05-D5/apl 70-05-D5/aon	Custodian (BOE) Maintenance Mechanic (BOE)	10/14/2020
Roslin Staats	Transfer From: To:	70-01-D5/aol 70-05-D5/apl	Custodian (RMS) Custodian (BOE)	09/28/2020

- 5.06 Motion to adjust the salary of Charles Keri to reflect change of position to \$44,000.

- 5.07 Motion to accept the Superintendent's recommendation and approve stipends for the following teachers to facilitate courses for the Readington Township 2020-2021 Fall-Winter Teacher Academy Program:

<b>Facilitator</b>	<b>Session</b>	<b>Stipend</b>
Bellew, Cheryl	Creating Lessons Based on Phenomena	\$90.00
Bengels, Emily	Google Jamboards for Interactive Classrooms	\$90.00
Bengels, Emily	Create Your Bitmoji Classroom	\$90.00
Freeman, Betsy	A More Beautiful Question	\$90.00
Freeman, Betsy	Educating for Sustainability	\$90.00
Gass, Shelly	Developing & Maintaining a Positive Mindset - Grades 4-8	\$60.00
Gass, Shelly	Developing & Maintaining a Positive Mindset - Grades PreK-3	\$60.00
Greenberg, Lauren	Virtual Learning: What Works and What Doesn't	\$90.00
Hendershot, Carey-Anne	Virtual Learning: What Works and What Doesn't	\$90.00
Hylkema, John	SEL for the Music Classroom	\$90.00

Maraventano, Nicole	Using Data to Plan Instruction - Grades 4-8	\$225.00
Maraventano, Nicole	Using Data to Plan Instruction - Grades K-3	\$225.00
Rehrig, Jodi	Ready Classroom & Mastering Fluency	\$60.00
Rehrig, Jodi	SMART Suite is SWEET (Beginners)	\$60.00
Rehrig, Jodi	SMART Suite is SWEET (Intermediate-Advanced)	\$60.00
Smith, Paul	Practical Strategies for a Peaceful Mind - Self Care	\$90.00
Smith, Paul	Practical Strategies for a Peaceful Mind - Classroom & Home Strategies	\$90.00
Solano, Lindsay	Top Ten Must-Have Tech Tips for Workflow and Student Engagement	\$90.00
Winter, Maria	Using i-Ready Diagnostic Reports to Guide Small Group Instruction	\$90.00

**COMMUNICATION**  
**Committee Report**

Motion to adopt 6.01

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

6.01 Motion to approve the following policies/regulations for first reading:

- Policy 2270 - Religion in Schools
- Policy 5111 - Resident and Nonresident Pupils
- Regulation 5111 - Resident and Nonresident Pupils
- Policy 5200 - Attendance
- Regulation 5200 - Attendance
- Policy 5320 - Immunization
- Regulation 5320 - Immunization

Policy 8320 - Personnel Records  
Regulation 8320 - Personnel Records

**UNFINISHED BUSINESS**

- NJSBA Workshop for the end of October 2020

**NEW BUSINESS FROM BOARD**

- Board Member Vacancy Appointment Process - November 10, 2020

**OPEN TO THE PUBLIC**

**ADJOURNMENT**

**Motion to adjourn at:**

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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