

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 7:00 p.m.  
March 15, 2016

**AGENDA**

***Take a picture of the Board Members***

**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		Anna Shinn		Melissa Szanto	
Eric Zwerling		Laura Simon		Cheryl Filler	

**Flag Salute**

**SUPERINTENDENT REPORT**

- Overall Budget Presentation

**BUDGET WORKSESSION**

- Adoption & Filing of the Budget

**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

## ADMINISTRATIVE REPORTS

Motion to accept administrative reports 1.01 – 1.02

**Motion:**

**Second:**

**Roll Call Vote:**

### ROLL CALL:

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

1.01 Motion to accept the following HIB report:

School	Date	Findings of Harassment, Intimidation or Bullying
HBS	02/11/2016	No

\*1.02 Enrollment and Drill Reports

**MINUTES**

Motion to adopt 2.01 – 2.03

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

- 2.01 Motion to approve the Minutes February 2, 2016.
- 2.02 Motion to approve the Minutes February 16, 2016.
- 2.03 Motion to approve the Executive Session Minutes February 16, 2016.

**FINANCE/FACILITIES**

**Committee Report**

Motion to adopt 3.01 – 3.04

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

- 3.01 Motion to approve the **Bill List** for the period from **March 10, 2016** through **March 16, 2016** for a total amount of **\$426,555.53**. (Attachment 3.01)

3.02 Motion to approve **District Travel Schedule March 15, 2016** for a total amount of **\$466.08** (Attachment 3.02)

3.03 Motion to approve the following resolution:

**WHEREAS**, the Readington Township Board of Education (hereinafter referred to as the "Board") advertised for bids for Custodial Services for the Readington Middle School, Holland Brook School, Whitehouse School and Three Bridges School (hereinafter referred to as "Custodial Services"); and

**WHEREAS**, on January 27, 2016, the Board received and publicly opened two (2) bids for Custodial Services; and

**WHEREAS**, the lowest bid received by the Board was submitted by Pritchard Industries, Inc. (hereinafter referred to as "Pritchard") with a bid for one (1) year in the amount of Five Hundred Eighty-six Thousand, Five Hundred Sixty-eight Dollars and Thirty-four Cents

(\$586,568.34) and a two (2) year option/pricing in the amount of One Million, One Hundred Ninety-six Thousand, Five Hundred Nineteen Dollars and Ninety-four Cents (\$1,196,519.94); and

**WHEREAS**, the bid submitted by Pritchard conforms in all material respects to the requirements set forth in the bid specifications;

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby awards the bid for Custodial Services for the Readington Middle School, Holland Brook School, Whitehouse School and Three Bridges School to Pritchard Industries, Inc. for a contract term of one (1) year, beginning July 1, 2016 and ending June 30, 2017, in the total amount of Five Hundred Eighty-six Thousand, Five Hundred Sixty-eight Dollars and Thirty-four Cents (\$586,568.34)

**BE IT FURTHER RESOLVED** that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the bid specifications, together with an executed Agreement in the form set forth in the bid specifications, within ten (10) days of the date hereof.

**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.

**\*3.04 Tentative Budget Adoption 2016-2017:**  
 {Figures to be published following March 14, 2016 Finance Meeting}

BE IT RESOLVED that the tentative budget be approved for the 2016-2017 School Year and that the SBA/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 20, 2016.

	<b>GENERAL FUND</b>	<b>SPECIAL REVENUES</b>	<b>DEBT SERVICE</b>	<b>TOTAL</b>
2016-2017 Total Expenditures				
Less: Anticipated Revenues				
Taxes to be Raised				

AND BE IT FURTHER RESOLVED, that the 2016-17 tentative budget be advertised in the Hunterdon Democrat in accordance with the format provided by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at, Holland Brook School, 52 Readington Road, Whitehouse, NJ on April 26, 2016 for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year.

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

Motion to adopt 4.01 – 4.07

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

4.01 Motion to accept the following donations:

<b>Donor</b>	<b>School</b>	<b>Donation</b>	<b>Estimated Value</b>
TCC Whitehouse Station, Verizon Wireless Premium Retailer	TBS RMS WHS HBS	School Supplies	Under \$500.
HSA	WHS	Four Worm Factories, Compost Buckets and Worms	\$575.12
Mr. Michael Mullaney	WHS	Piano	Value Unknown
*Flemington Raritan School District	RMS	150 copies of "Larson Big Ideas Common Core Student Edition, Gr. 6"	\$10,800.00

4.02 Motion to approve the following student to observe one day in March, 2016 as part of their program requirements:

<b>STUDENT</b>	<b>SCHOOL</b>	<b>CLASS</b>
Nicholas Wright	Rutgers University	Meer, Elyse/TBS 1 <sup>st</sup> Grade

4.03 Motion to accept the Superintendent's recommendation and approve the following Student Observation placements in the Readington Township School District as follows:

<b>Student Observer Name/School</b>	<b>Cooperating Teacher/School</b>	<b>Date/Timeframe</b>
Alyson Arbach Hunterdon County Polytech	Jaime Ericson 1 <sup>st</sup> Grade/WHS	4/7-5/27/2016 4 hours/week
Maddie Freeman Hunterdon County Polytech	Kristi Dauernheim Kindergarten/TBS	4/7-5/27/2016 4 hours/week

4.04 Motion to approve Patrick Cerria of Tumble Jam to provide staff development training on the In-Service Day scheduled for April 22, 2016 at a rate of \$750 (paid via NCLB funds 2015-2016).

4.05 Motion to approve the following fundraiser:

<b>Fundraiser</b>	<b>School</b>	<b>Date</b>	<b>Recipient of Funds</b>
Bake and Snack Sale	HBS/RMS	March 18, 2016	RMS Student Activity Account – Defray costs of Destination Imagination Global Finals

\*4.06 Motion to approve the following novels for the Readington Township School District:

<b>School/Grade</b>	<b>Book</b>	<b>Author</b>
RMS/6 <sup>th</sup> Grade	The White Darkness	Geraldine McCaughrean
RMS/7 <sup>th</sup> Grade	The Finest Hours	Michael J. Tougias & Casey Sherman
RMS/6 <sup>th</sup> Grade	Abraham Lincoln A Photographic Story of a Life	Tanya Lee Stone
TBS & WHS/3 <sup>rd</sup> Grade	Seekers The Quest Begins	Erin Hunter

\*4.07 Motion to approve the 6<sup>th</sup> grade Read –a –Thon students’ field trip to St. Hubert’s Animal Welfare Center, North Branch – April 19, 2016.

**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		Anna Shinn		Melissa Szanto	
Eric Zwerling		Laura Simon		Cheryl Filler	

- 5.01 Motion to accept the Superintendent's recommendation and approve the following Leave Replacement appointment:

Name	Position	Salary/Step	Effective Date
Megan Sopko	Teacher/5 <sup>th</sup> Grade Leave Replacement Teacher (HBS) Position #20-02-D2/abr	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	03/17/2016 – 06/30/2016
Dawn Cifelli	Media Specialist Leave Replacement Teacher (TBS) Position #20-03-D2/ajq	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	03/24/2016 – 06/30/2016
Jodi Clark	Special Education Teacher/5 <sup>th</sup> grade Leave Replacement Teacher (HBS) Position # 20-02-D2/aia	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	03/23/2016 - 06/30/2016

- 5.02 Motion to approve the following teachers for organizing and leading the Science Fairs at Three Bridges and Whitehouse Schools.

Teacher	School	Hrs./Rate	Compensation
Joyce McGibbon	TBS	4 hours, \$30/Hr	\$120.00
Monica Rito	WHS	2 hours, \$30/Hr.	\$60.00

- 5.03 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.

Elizabeth Negin	Katherine Cataldi	Debra Reed	Marilyn Walkiewicz
Jonathan Murphy	Francine Frahm	Nancy Quinlan	



5.04 Motion to approve the following Family Program advisors at Whitehouse School:

<b>Program</b>	<b>Advisor</b>	<b>Stipend</b>
Family Science	Anthony Tumolo	\$600.00
	Sharon Nilsen	\$600.00
Family Math	Cynthia Dennis	\$600.00
	Deborah VandeRydt	\$600.00

5.05 Motion to accept the Superintendent's recommendation and approve Jonathan Murphy for two additional days as Teacher/SS, Leave Replacement Teacher, (RMS) 20-01-D2/aeo, to March 2, 2016 instead of February 29, 2016, and continue, BA Step 1 per diem rate.

5.06 Motion to accept the following resignation:

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Katherine Cataldi	School Nurse (TBS) (20-03-D2/axc)	April 1, 2016
*Shari Wilson	RMS Math Teacher (20-01-D2/aeb)	June 30, 2016

5.07 Motion to correct the approved Leave Replacement appointment Teacher/Grade 2 (20-03-D2/acr), Kaitlyn Jones, at a salary of Substitute rate for first 20 consecutive days, BA Step1 per diem thereafter to BA Step 1 rate, effective 2/1/2016 – 6/30/2016.

5.08 Motion to accept the Superintendent's recommendation and approve stipends for the following teachers facilitating courses for the Readington Township 2016 Spring Teacher Academy Program:

<b>Staff Member</b>	<b>School</b>	<b>Teacher Academy Course</b>	<b>Stipend</b>
Bengels, Emily	RMS	Cross-Cultural Comparative Education K-8	\$135
Bengels, Emily	RMS	What Middle School Students Wish Adults Would Know	\$135
Haberkern, Ann	HBS	Interpretation Book Clubs & Introducing Padlet	\$ 90
Hegstrom, Verna	RMS	Beyond the Three R's: Handling Stress K-3	\$135
Hegstrom, Verna	RMS	Beyond the Three R's: Handling Stress 4-8	\$135
Hegstrom, Verna	RMS	Take a Break: Movement in the Classroom K-3	\$135
Hegstrom, Verna	RMS	Take a Break: Movement in the Classroom 4-8	\$135

Kane, Ann	HBS	Interpretation Book Clubs & Introducing Padlet	\$ 90
Kovacs, Linda	HBS	SMART Response Assessment	\$135
Krayem, Michele	HBS	Book Study: Notice and Note	\$270
Krial, Sherry	HBS	Chrome Apps and Extensions Galore 5-8	\$ 90
Krial, Sherry	HBS	Beyond the Basics – Google Drive Advance K-3	\$ 90
Krial, Sherry	HBS	Beyond the Basics – Google Drive Advanced 5-8	\$ 90
Krial, Sherry	HBS	Differentiating Instruction with Menus ...	\$ 90
Lopes-Shreiber, Z.	District	Ways to Increase Student Engagement	\$135
MacDade, Kathryn	RMS	Book Study: Teacher Like a Pirate	\$405
Marczyk, Jessica	WHS	Math Daily 3, 4, 5 Whatever!!	\$135
Tumolo, Anthony	WHS	Math Daily 3, 4, 5 Whatever!!	\$135
Vance, Meryl	HBS	Book Study: Notice and Note	\$270

5.09 Motion to accept the Superintendent's recommendation and grant employee #4690 one additional day paid leave of absence due to personal hardship.

\*5.10 Motion to approve and adjust the term for the following mentor for the 2015-2016 school year as follows:

<b>New Staff Member</b>	<b>Mentor</b>	<b>Term</b>
Albano, Anna	Barbara Hagan	Full Year from 1/4 Year

\*5.11 Motion to appoint Denise Hawkins as Special Education Chaperone for Baseball at a rate of \$25.00/hour, not to exceed \$750.

\*5.12 Motion to accept the Superintendent's recommendation and approve the following appointments:

<b>Name</b>	<b>Position</b>	<b>Salary/Step</b>	<b>Effective Date</b>
Jonathan Nakonechy (Replacing Megan Sopko)	Instructional Aide (HBS) 30-02-D3/arv	\$18.05/hr C, Step 1	March 21, 2016 – 06/30/2016
Stephanie Armstrong (Replacing Katherine Cataldi)	School Nurse (TBS) 20-03-D2/axc	\$54,300 BA, Step 4	March 21, 2016 – 06/30/2016

\*5.13 Motion to approve Coron Short and Mary Padavano as Special Education Chaperones for Track at a rate of \$25/hour not to exceed \$1,750 each.

\*5.14 Motion to approve Denise Hawkins and Gabriel Cherichello as Substitute chaperones for spring sports at a rate of \$25/hour

## **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		Anna Shinn		Melissa Szanto	
Eric Zwerling		Laura Simon		Cheryl Filler	

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

- Policy 1240 Evaluation of Superintendent

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

- Policy 5516 Use of Electronic Communication and Recording Devices

## **UNFINISHED BUSINESS**

## **NEW BUSINESS FROM BOARD**

**OPEN TO THE PUBLIC**

**ADJOURNMENT**

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

**Motion:**

**Second:**

**Vote:**