

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room

Regular Meeting 7:00 p.m.

January 16, 2018

AGENDA

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 | |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling | |
| Anna Shinn | | Laura Simon | | | |

Flag Salute

SUPERINTENDENT'S REPORT

- Board Vacancy Interviews: 7:00 Wayne Doran
7:15 Stephanie Rinaldi
7:30 Andy Saunders
7:45 Camille Cerciello
8:00 Malcom Williams
8:15 Donald Bowers
8:30 James Keehler
8:45 Cheryl Galloway
- December HIB Report
- Recognition of Staff Members

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

- E.Z. letter

ADMINISTRATIVE REPORTS

Motion to adopt 1.01 – 1.02

Motion:

Second:

Roll Call Vote:

ROLL CALL:

| | | | | | |
|----------------|--|----------------|--|-----------------|--|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian | |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling | |
| Anna Shinn | | Laura Simon | | | |

1.01 December 2017 Enrollment and Drill Reports

1.02 Motion to accept the following HIB reports and affirm the Superintendent's decision on the following cases:

| School | Date | Findings of Harassment, Intimidation or Bullying |
|---------------|-------------|---|
| HBS | 11/14/2017 | No |
| RMS | 12/8/2017 | Yes |

MINUTES

Motion to adopt 2.01 - 2.02

Motion:

Second:

Roll Call Vote:

ROLL CALL:

| | | | | | |
|----------------|--|----------------|--|-----------------|--|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian | |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling | |
| Anna Shinn | | Laura Simon | | | |

2.01 Motion to approve the Meeting Minutes January 2, 2018.

2.02 Motion to approve the Executive Minutes January 2, 2018.

FINANCE/FACILITIES

Committee Report

Motion to adopt 3.01 – 3.08

Motion:

Second:

Roll Call Vote:

ROLL CALL:

| | | | | | |
|----------------|--|----------------|--|-----------------|--|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian | |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling | |
| Anna Shinn | | Laura Simon | | | |

3.01 Motion to approve the **Bill List** for the period from **January 4, 2018** through **January 17, 2018** for a total amount of **\$ 888,800.31**.
(Attachment 3.01)

3.02 Motion to ratify the **Payroll** for the period from **November 30, 2017** through **January 12, 2018** for a total amount of **\$3,560,688.91**.

3.03 Motion to approve **District Travel Schedule January 16, 2018** for a total amount of **\$1,787.55**. (Attachment 3.03)

- 3.04 Motion to approve the following revised **Account Transfers** for **December 1, 2017 through December 31, 2017**. (Attachment 3.04 - 3.04a)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: December 31, 2017 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 2017 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 December 31, 2017 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, 2017. (Attachment 3.05 & 3.05a)

- 3.06 Motion to approve the Integrated Preschool Program tuition rate of \$375.00 per child, per month with a Transportation option for an additional amount of \$90.00 round trip per month/per family or \$45.00 one way per month/per family, for the 2018-2019 school year.
- 3.07 Motion to approve Silvergate Prep to provide home instruction for student H-171 effective December 19, 2017 through January 31, 2018. Billing is \$50 per hour for a total of 5 hours per week.
- 3.08 Motion to approve Jason Bohm as School Safety Specialist for the 2017-2018 school year.

EDUCATION/TECHNOLOGY

Committee Report

Motion to adopt 4.01 – 4.10

Motion:

Second:

Roll Call Vote:

ROLL CALL:

| | | | | | |
|----------------|--|----------------|--|-----------------|--|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian | |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling | |
| Anna Shinn | | Laura Simon | | | |

- 4.01 Motion to apply and accept the following donations from the Readington Township Home and School:

| School | Amount | To Go Towards |
|-----------|-----------|---|
| RMS | \$663.00 | Purchase of stools for the Social Studies Program |
| WHS | \$726.00 | The Great Body Shop Program |
| WHS | \$1850.00 | Art Power's production of Otherwise known as Sheila the Great |
| WHS & TBS | \$2079.00 | Soprano Glockenspiels, 22 per school |

- 4.02 Motion to accept the Superintendent's recommendation and approve the following Student Teacher placement(s) in the Readington Township School District as follows:

| Student Teacher Name/School | Cooperating Teacher/School | Date/Timeframe |
|-----------------------------|--|--------------------|
| Sarah Holland/TCNJ | Jennifer Heller/TBS | 3/12/2018-5/4/2018 |
| Meg Itoh/TCNJ | Mary Coyle/HBS | 1/22/2018-3/9/2018 |
| Tara Manz/TCNJ | Colleen DiGregorio/HBS Michael Roosen/HBS | 1/22/2018-5/4/2018 |
| Carlie Smith/Rutgers | MaryAnn Connelly/RMS | 1/17/2018-5/4/2018 |

- 4.03 Motion to approve the 2017-2018 Level One Services from the New Jersey Commission for the Blind and Visually Impaired for student S-043 effective 09/01/2017 through 06/30/2018 at a cost of \$1,900.00.

- 4.04 Motion to approve the following field trips:

| Trip | Location | School | Grade/Department | Cost Per Pupil |
|--|-------------------------------|--------|---------------------------------|----------------|
| Firestone Library | Princeton University | RMS | Junior Librarians | \$3.60 |
| Princeton University Art Museum/Flaming Grill & Supreme Buffet | Princeton, NJ/ Manville NJ | RMS | Grades 6-8 Mandarin Students | \$15.85 |

4.05 Motion to approve the following fundraisers:

| Fundraiser | Date | Recipient of Funds |
|--|--|---|
| Candy-Grams | Various dates, February through June at HBS and RMS concerts and musicals | Destination Imagination account to defray or cover cost of Global Finals in Tennessee |
| Bake and Snack Sales | Various dates, February through June at HBS and RMS concerts and musicals and Cleere Basketball Game | Destination Imagination account to defray or cover cost of Global Finals in Tennessee |
| JAM Dance at HBS | February 9, 2018 (snow date March 2, 2018) | Destination Imagination account to defray or cover cost of Global Finals in Tennessee |
| Raffle (50/50 and Scratch-Off Lottery Tickets) | February through June 2018 | Destination Imagination account to defray or cover cost of Global Finals in Tennessee |
| Restaurant Dine-Around Nights | To be determined | Destination Imagination account to defray or cover cost of Global Finals in Tennessee |
| Local Vendor Digital Marketplace | To be determined | Destination Imagination account to defray or cover cost of Global Finals in Tennessee |
| Valentine Carnation Sale | February 14, 2018 | RMS Nature & Garden Club |

4.06 Motion to approve home instruction for student H-170 effective December 7, 2017 through January 1, 2018.

4.07 Motion to approve home instruction for student H-172 effective December 19, 2018 through February 19, 2018.

4.08 Motion to approve Ropeworks to provide two (2) full days of staff development training on April 12 & 13, 2018 for a total of \$3,500.00 at Whitehouse School. (Attachment 4.08)

4.09 Motion to approve the job descriptions for the following positions:

| |
|--|
| Network Administrator 5027 |
| Database/SIS Administrator 5029 |
| Network/Database Support Technician 5028 |

4.10 Motion to accept the Superintendent's recommendation and approve the revised calendar for the 2017-18 school year. (Attachment 4.10)

PERSONNEL
Committee Report

Motion to adopt 5.01 – 5.07

Motion:

Second:

Roll Call Vote:

ROLL CALL:

| | | | | | |
|----------------|--|----------------|--|-----------------|--|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian | |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling | |
| Anna Shinn | | Laura Simon | | | |

- 5.01 Motion to amend motion 5.05 on the December 12, 2017 agenda to accept the Superintendent's recommendation to approve two additional sessions of the Cooking Club, appointing Verna Hegstrom and Colleen Ogden as the facilitators at a stipend of \$711.51 per session, split evenly between the facilitators, to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association, for the 2017-2018 school year at Holland Brook School.
- 5.02 Motion to approve Christine Lewis to provide home instruction for student H-170 effective December 7, 2017 through January 1, 2018 for 10 hours per week at \$30.00 per hour to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association.
- 5.03 Motion to approve Jennifer Placzankis to provide home instruction for student H-172 effective December 19, 2018 through February 19, 2018 for 10 hours per week at \$30.00 per hour to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association.
- 5.04 Motion to approve the following appointment:

| Name | Position | Salary | Effective Dates |
|----------------|------------------------------------|------------------------|-------------------------------------|
| Jean Fetzer | Bus Driver | \$20.51/hr. Step 1 | On or about 2/1/2018 - 6/30/2018 |
| Kimberly Koski | Teacher/Special Ed 20-01-D2/aho | *\$53,810 BA Step 1 | 1/29/2018 – 6/30/2018 |

*Salary to be adjusted at the conclusion of negotiations and ratification of

a successor agreement between the Readington Township Board of Education and the Readington Township Education Association.

- 5.05 Motion to approve the following Three Bridges School clubs and club advisors for the 2017-2018 school year, stipend to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association:

| Club | Advisor | Stipend |
|------------------------------|-----------------|----------|
| Art Club | Dana Pierro | \$711.51 |
| Fitness Club | Edward Dubroski | \$711.51 |
| Mind Craft – Green Community | Edward Dubroski | \$711.51 |
| Theater Club | Laurie Levesque | \$711.51 |
| Young Authors | Christine Lewis | \$711.51 |

- 5.06 Motion to accept the following resignation:

| Name | Position | Effective Date |
|---------------|--|------------------|
| Steven Cannon | Maintenance Mechanic (70-05-D5/aoo) | January 31, 2018 |

- 5.07 Motion to accept the following resolution:

RESOLUTION

WHEREAS, the Readington Township Board of Education (hereinafter referred to as the "Board") and the Readington Township Administrators' Association (hereinafter referred to as "RTAA") have negotiated a successor collective negotiations agreement (hereinafter referred to as the "CNA") effective July 1, 2017 through June 30, 2020; and

WHEREAS, the RTAA has, by a majority vote of its membership, ratified the CNA.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves of the terms of the CNA effective July 1, 2017 through June 30, 2020, which is attached to this Resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the CNA by and between the Board and the RTAA.

COMMUNICATIONS

Committee Report

Motion to adopt 6.01

Motion:

Second:

Roll Call Vote:

ROLL CALL:

| | | | | | |
|----------------|--|----------------|--|-----------------|--|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian | |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling | |
| Anna Shinn | | Laura Simon | | | |

6.01 Motion to accept the Superintendent's recommendation to approve for first reading the following policies:

- Policy 3211 - Code of Ethics
- Policy 5600 - Student Discipline/Code of Conduct
- Policy 7130 - School Closing
- Policy 7461 - District Sustainability Policy (Attachment 6.01)

UNFINISHED BUSINESS**NEW BUSINESS FROM BOARD****OPEN TO THE PUBLIC****EXECUTIVE SESSION****Motion:****Second:****Roll Call Vote:**

ROLL CALL:

| | | | | |
|----------------|--|----------------|--|-----------------|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling |
| Anna Shinn | | 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, for discussing Board member vacancy, legal matters relating to solar, HIB, Superintendent Search, and legal matters relating to Construction Project for approximately 1 hour at which time the Board expects to return to Public Session and action may 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.

RETURN TO PUBLIC SESSION**Motion:****Second:****Roll Call Vote:****ROLL CALL:**

| | | | | |
|----------------|--|----------------|--|-----------------|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling |
| Anna Shinn | | Laura Simon | | |

ADJOURNMENT

Motion to Adjourn at -----

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

ROLL CALL:

| | | | | |
|----------------|--|----------------|--|-----------------|
| Ray Egbert | | Carol Hample | | Robyn Mikaelian |
| Melissa Szanto | | Thomas Wallace | | Eric Zwerling |
| Anna Shinn | | Laura Simon | | |