

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 6:00 p.m.  
January 19, 2016

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

**Flag Salute**

**ADJOURNMENT TO EXECUTIVE SESSION**

**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 grievances and a tenure issue for approximately 90 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.

**RETURN TO PUBLIC SESSION**

## **SUPERINTENDENT’S REPORT**

- Update on District Goals

## **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 and will be concluded by 11:00 p.m.

## **CORRESPONDENCE**

- L.G. email

## **ADMINISTRATIVE REPORTS**

Motion to accept administrative reports 1.01 – 1.03

**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	



- 3.03 Motion to approve **Account Transfers for December 1, 2015 through December 31, 2015.** (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, 2015 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 2015 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 of December 31, 2015 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, 2015. (Attachment 3.04 & 3.04a)

- 3.05 Motion to approve the Integrated Preschool Program tuition rate of \$350.00 per month for the 2016-2017 school year.
- 3.06 Motion to approve the transportation rate of \$90.00 round trip (\$45.00 each way) for the Integrated Preschool Program for the 2016-2017 school year.
- 3.07 Motion to approve an Inter-local Vehicle Sale Agreement with HCESC. (Attachment 3.07)
- 3.08 Motion to approve the board meeting calendar for 2016 as indicated on attachment. (Attachment 3.08)
- 3.09 Motion to authorize the Affirmative Action Officer to develop a Comprehensive Equity Plan, implement the plan over a three year period of time, submit an annual statement of assurance of its implementation and progress, and complete the District Performance Review in the NJ QSAC.

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

Motion to adopt 4.01 – 4.10

**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 tennis equipment as listed on attachment 4.01 donated by Bruce Wild.
  
- 4.02 Motion to approve a home instruction extension for student H-156 through January 11, 2016.
  
- 4.03 Motion to approve home instruction for student H-158 from December 10, 2015 through January 6, 2016.
  
- 4.04 Motion to approve home instruction for student H-159 from December 17, 2015 through January 6, 2016.
  
- 4.05 Motion to approve home instruction for student H-160 effective January 6, 2016 through February 19, 2016. Services to be provided by Middlesex Regional Educational Services Commission at a rate of \$66.00 per hour for 10 hours per week.
  
- 4.06 Motion to approve Grade 2 at Three Bridges School to visit the Schiff Nature Preserve in Mendham, NJ.
  
- 4.07 Motion to approve the special education Extended School Year Program to occur between June 29 - August 4, 2016.

4.08 Motion to approve the following fundraiser:

Fundraiser	School	Date	Recipient of Funds
Valentine Carnation Sale	RMS	February 10, 2016	RMS Nature & Garden Club

4.09 Motion to approve Houghton Mifflin Harcourt to provide three (3) hour Math Expressions/Grades K-6 staff development training sessions on the Curriculum Days scheduled for February 12 (PM Session) and April 22, 2016 (AM & PM Sessions) at a rate of \$2,400 each for a total of \$7,200. (\$7,200 paid via NCLB funds 2015-2016). (Attachment 4.09)

4.10 Motion to approve a field trip for the RMS Life Skills class to Sorella's, Whitehouse Station, on January 25.

**PERSONNEL**  
**Committee Report**

Motion to adopt 5.01 – 5.17

**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 **Substitute Teachers/Aides/Nurses** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements.

Jacquelyn Garafalo
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- 5.02 Motion to accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Meghan Hoffmann	Aide/Special Ed (RMS) 30-01-D3/avo	\$18.29/hr. NC Step 9	01/04/2015 – 6/30/2016 (With one day of articulation at her Aide rate)

- 5.03 Motion to approve the following Clubs/Advisors for Three Bridges School:

Club	Advisor	Stipend
Sports Club	Ed Dubroski	\$711.51
Coding Club	Tiffany Barca Bridget Hartman	\$355.75 \$355.75
Young Author's Club	Christine Lewis	\$711.51
Drama Club	Laurie Levesque	\$711.51
Salsa Dancing Club	Yolanda Campuzano	\$711.51

- 5.04 Motion to approve Lauren Greenberg & Mindy Bennington to provide home instruction for student H-156 through January 11, 2016, at their contractual rate of \$30/hour.

- 5.05 Motion to approve Mary Salama-Aetia & Denise Birmingham to provide home instruction for student H-158 from December 10, 2015 through January 6, 2016, at the contractual rate of \$30/hour.

- 5.06 Motion to approve Antonietta Astorina to provide home instruction for student H-159 from December 17, 2015 through January 6, 2016, at their contractual rate of \$30/hour .

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

Name	Position	Salary/Step	Effective
Catherine Patrick	Teacher/4 <sup>th</sup> Grade – Leave Replacement Teacher (HBS) Position # 20-02-D2/ace	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter With benefits in consideration of regularly appointment as a district aide.	01/04/2016 – 05/31/2016
Alison Stewart	Teacher/ G&T – Leave Replacement Teacher (HBS) Position # 20-02-D2/afs	\$50/day for first 20 consecutive days, .5 BA Step1, per diem thereafter	01/13/2016 - 06/30/2016
Anna Albano	Teacher/Grade 1 – Leave Replacement Teacher (WHS) Position # 20-04-D2/apo	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	01/29/2016 – 06/30/2016
Jonathan Murphy	Teacher/SS – Leave Replacement Teacher (RMS) 20-01-D2/aeo	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	01/25/2016 – 02/29/2016

- 5.08 Motion to accept the Superintendent's recommendation and grant employee #1420 five additional personal days due to hardship.

- 5.09 Motion to approve Meagan Menza as 2015-2016 RMS Softball B Coach at the contractual rate of \$3800.

- 5.10 Motion to accept the Superintendent's recommendation and approve the following leave replacement appointment extensions:

Name	Position	Salary/Step	Effective Dates
Monica Rito	Enrichment/G&T Leave Replacement Teacher WHS 20-04-D2/adq	\$53,280 (prorated) BA Step 1	February 1, 2016 – June 30, 2016
Gregory Gormly	PE/Health Leave Replacement Teacher WHS 20-04-D2/ayn TBS 20-03-D2/aym HBS 20-02-D2/ayl	\$53,280 (prorated) BA Step 1	January 4, 2016 – June 30, 2016



- 5.11 Motion to approve a change in hours and salary for the following bus drivers from 6 hours to 7 hours, effective September 8, 2015:

<b>Name</b>	<b>Salary</b>
Barbara Hoff	\$29,593.50 to \$34,525.75
Margit Breaunig	\$29,593.50 to \$34,525.75
Nancy Garrison	\$27,041.40 to \$31,548.30

- 5.12 Motion to accept the following resignation:

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Christine Fawcett	Bus Driver (80-06-D6/ank)	January 29, 2016

- 5.13 Motion to approve and adjust the terms for the following mentors for the 2015-2016 school year as follows:

<b>New Staff Member</b>	<b>Mentor</b>	<b>Term</b>
Gormly, Gregory	Edward Dubroski	09/01/2015 - 06/30/2016 from 9/1/2015 – 12/23/2015
Stewart, Alison	Tricia Noonan	01/13/2016 – 06/30/2016

- 5.14 Motion to approve Adam Connelly as 2015-2016 RMS Boys Lacrosse B Coach (replacing Adam Lillia) at the contractual rate of \$3800.

- 5.15 Motion to approve Anne Reiche as a special Education Chaperone at Holland Brook School for Orchestra (violin) for the 2015-2016 school year at a rate of \$25/hour not to exceed \$500.

- 5.16 Motion to approve a merit bonus in the amount of \$500 to Donald Race, Facilities Manager, for exemplary work in guiding the Readington Township School District to receive four NJ Sustainable Schools awards and for helping the district to be recognized for a 2015 Sustainable Schools District Leadership Award.

- 5.17 Motion to approve an increase in Substitute Bus Driver rate from \$16.50/hr to \$18.50/hr retroactive to January 1, 2016.

**COMMUNICATIONS**

Committee Report

**UNFINISHED BUSINESS**

**NEW BUSINESS FROM BOARD**

**OPEN TO THE PUBLIC**

**ADJOURNMENT**

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

**Motion:**

**Second:**

**Vote:**