

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Work Session Meeting 7:30 p.m.
September 8, 2015

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		Vincent Panico		Anna Shinn	
Eric Zwerling		Laura Simon		Cheryl Filler	

Flag Salute

SUPERINTENDENT’S REPORT

- Overview of Summer Teacher Academy
- Overview of Summer Enrichment
- District Goals 2015-2016

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

ADMINISTRATIVE REPORTS

MINUTES

- 2.01 Motion to approve the Minutes August 25, 2015
- 2.02 Motion to approve the Executive Session Minutes August 25, 2015

FINANCE/FACILITIES

Committee Report

Motion to adopt 3.01 – 3.03

Motion:

Second:

Roll Call Vote:

ROLL CALL:

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

- 3.01 Motion to approve the **Bill List** for the period from **August 27, 2015** through **September 9, 2015** for a total amount of **\$625,420.47**. (Attachment 3.01)

- 3.02 Motion to approve **District Travel Schedule September 8, 2015** for a total amount of **\$,1308.50**. (Attachment 3.02)
- 3.03 Motion to approve **Account Transfers for August 1, 2015 through August 31, 2015**. (Attachment 3.03-3.03a)
- 3.04 Motion to approve the donation of an ice machine for the Readington Middle School sports teams from the Readington Athletic Booster Club. The purchase price was \$1281.75.
- 3.05 Motion to approve the following Resolution:

RESOLUTION

WHEREAS, the law firm of DeCotiis, FitzPatrick and Cole, LLP has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the "Board"); and

WHEREAS, the Board is desirous of appointing the law firm of DeCotiis, FitzPatrick and Cole, LLP to provide Special Energy Counsel professional services to the Board;

NOW, THEREFORE, BE IT RESOLVED that the Board appoints the law firm of DeCotiis, FitzPatrick and Cole, LLP as Special Energy Counsel for the 2015-16 school year. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this Resolution. The Board Secretary is hereby directed to publish a notice of this Award in the official Newspaper of the Board.

- 3.06 Motion to authorize Legacy Benefits Group to offer voluntary life insurance coverage through New your Life Insurance to Readington Township School District employees through a payroll deduction plan effective September 23, 2015.

- 3.07 Motion to approve the following resolution:

Be it resolved that, the Readington Board of Education does not require the Center School to apply for and receive funding from the Child Nutrition Program (CNP) for the 2015-2016 school year.

Be it resolved that the Readington Board of Education does not require the Center School to charge students for reduced and/or paid meals for the 2015-2016 school year.

EDUCATION/TECHNOLOGY

Committee Report

- 4.01 Motion to approve 2015-2016 field trips for TBS, WHS, HBS and RMS.
(Attachment 4.01)
- 4.02 Motion to approve a petty cash fund for the Life Skills Program with a fund balance of \$150.00 with a maximum per expense limit of \$50.00.

PERSONNEL

Committee Report

- 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.

Judith Jones	Elaine Powell	Trevor Ciccarino
Thomas Maiorana	Krupa Guruvayurappan	Amy Huneau
Elina Scchervinsky		

- 5.02 Motion to accept the following resignations:

NAME	POSITION	EFFECTIVE DATE
Debra Reed	Instructional Aide - TBS	August 9, 2015
Dina Innocenti	Instructional Aide - RMS	August 31, 2015
Kevin Russo	Network Systems Admin.	October 2, 2015
Laurie Somma	Instructional Aide - RMS	August 31, 2015

5.03 Motion to accept the Superintendent's recommendation and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Hillary Hargraves-Dix (Replacing Jaclyn Carmeans)	Teacher/Special Ed (RMS) 20-01-D2/aie	\$53,280 B, Step 1	09/01/2015 – 06/30/2016
Kathleen Cascio (Replacing Nicole Morelli)	Instructional Aide (WHS) 30-04-D3/awo	\$17.50/hr NC, Step 5	09/01/2015 – 06/30/2016
Hilary Neilson (Replacing Lisa Allen)	Instructional Aide (HBS) 30-02-D3/ayp	\$18.05/hr C, Step 1	09/01/2015 – 06/30/2016
Jordan Marcus (Replacing Dina Innocenti)	Instructional Aide (RMS) 30-014-D3/axp	\$16.30/hr NC, Step 2	09/01/2015 – 06/30/2016
Dina Cirianni (Replacing Rebecca Kranz)	Instructional Aide (HBS) 30-02-D3/awh	\$16.30/hr NC, Step 2	09/01/2015 – 06/30/2016
Beth Hanrahan (Replacing Jutta Glauber)	Instructional Aide (TBS) 30-03-D3/awg	\$18.30/hr C, Step 2	09/01/2015 – 06/30/2016
Theresa Amster (Replacing Nancy Bellick)	Instructional Aide (RMS) 30-01-D3/awv	\$16.30/hr NC, Step 2	09/01/2015 – 06/30/2016
Jutta Glauber (New Position)	Kindergarten Aide (TBS) 30-03-D3/ayo	\$17.06/hr NC, Step 5	09/01/2015 – 06/30/2016
Carrie Hornberger (Replacing Jack Kimple)	Instructional Aide (HBS) 30-02-D3/asa	\$18.30/hr C Step 2	09/08/2015 – 06/30/2016
Nancy Quinlin (Replacing Roseanne Vittiello)	Instructional Aide (RMS) 30-01-D3/ayn	\$18.61/hr NC Step 10	09/08/2015 – 06/30/2016
Tracy Pereira (Replacing Alaxandria Tragno)	Instructional Aide (WHS) 30-04-D3/axr	\$17.05/hr NC Step 5	09/08/2015 – 06/30/2016
Kimberly Pfauth (Replacing Kathleen Kirk)	Instructional Aide (TBS) 30-03-D3/auq	\$18.61/hr NC Step 10	09/08/2015 – 06/30/2016
Maureen Finn (New Position)	Instructional Aide (WHS) 30-04-D3/awp	\$17.05/hr NC Step 5	09/08/2015 – 06/30/2016

Megan Sopko (Replacing Tiffany Vocke)	Instructional Aide (HBS) 30-02D3/arv	\$18.80/hr C Step 4	09/08/2015 – 06/30/2016
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5.07 Motion to accept the Superintendent's recommendation and approve the following Leave Replacement appointment:

Name	Position	Salary/Step	Effective Dates
Gregory Gormly	Teacher/PE/Health Leave Replacement Teacher – HBS (new position #)	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	9/1/2015 – 12/23/2015

5.08 Motion to accept the Superintendent's recommendation and approve Dorothy Calkin as a temporary substitute part-time art teacher at Readington Middle School.

5.09 Motion to accept the Superintendent's recommendation and approve the following position control changes and designated transfers for the 2015-2016 school year.

Jutta Glauber	Create a new position	30-03-D3/ayo	TBS Kindergarten Aide (full time)
Robert D'Alonzo	Transfer from: To:	20-02-D2/agm 20-02-D2/aym	HBS Teacher/PE/Health TBS .2 Teacher/PE/Health WHS .6 Teacher/PE/Health HBS .2 Teacher/PE/Health
Carrie Sivo	Transfer from: To:	20-01-D2/avr 20-02-D2/avs 20-02-D2/agm	RMS .2 Teacher/PE/Health HBS .8 Teacher/PE/Health HBS Teacher/PE/Health
Nancy Hill	Transfer from: To:	40-01-D3/akq 30-04-D3/alj	RMS .4 Cafeteria Aide RMS Instructiona Aide
Amy Ostmann	Transfer from: To:	30-04-D3/avj 30-04-D3/ayq	WHS Instructional Aide WHS Instructional Aide
Maureen Finn	Create a new position	30-04-D3/awp	WHS Instructional Aide (full time)

Delete	20-01-D2/avr 20-02-D2/avs	.2 RMS Teacher/PE/Health .8 HBS Teacher/Pe/Health
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- 5.10 Motion to approve the following salary increases in recognition of the following employees' attainment of additional credits for lateral movement per RTEA Guide.

Employee Name	School	Effective Date	From step	To step
Courtney Calamito	RMS	09/01/2015	BA, Step 8	BA+15, Step 8
Denise Birmingham	RMS	09/01/2015	BA, Step 12	BA+15, Step 12

- 5.11 Motion to accept the following resignations for the purpose of retirement, with appreciation for their years of service to the Readington Township School District

Name	Position	Effective Date
Barbara Charles	Secretary/Guidance	February 2, 2016

- 5.12 Motion to approve the following rates for Substitute Teachers/Aides/nurses for the 2015-2016 School year:

- Teachers: - \$95/day
 Partial year substitute replacement teachers will be paid in accordance with regular substitute rates for the first 20 days of their assignment and will be moved to the first step of the guide on the 21st day.
- School Nurses: \$150/day
 - Teacher Aide: \$70/day
 - Clerical Aides: \$70/day

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

New Staff Member	Mentor	Term
Albano, Anna/WHS	Hagan, Barbara	1/4 Year
Astorina, Antonietta/WHS	Swider, Alisa	Full Year
Corbett, Sandra/TBS	Dearstyne, Sarah	1/3 Year
Gormly, Greg/TBS	Dubroski, Ed	1/3 Year
Hargraves-Dix, Hillary/RMS	Spatz, Melissa	Full Year
Menza, Meagan-Ashley/RMS	Alber, Blair	Full Year
Morelli, Nicole/WHS	Majowka, Amy	2/3 Year
Phillips, Pamela/RMS	Tundidor, Jillian	Full Year
Rito, Monica/WHS	Tumolo, Anthony	2/3 Year
Sarmiento, Margaret/RMS	Lima, Yolanda	2/3 Year
Wright, Jeremy/TBS	Meer, Elyse	Full Year

- 5.14 Motion to accept the Superintendent’s recommendation and approve the following teachers for facilitating workshops at the September 2, 2015 Inservice Day:

Teacher/Facilitator	Prep Time	Amount
Bartus, Julie	3.0 hours	\$90.00
Bengels, Emily	1.5 hours	\$45.00
Bennington, Mindy	1.5 hours	\$45.00
Daly, Will	1.5 hours	\$45.00
Dauernheim, Kristi	1.5 hours	\$45.00
Ehler, AnneMarie	1.5 hours	\$45.00
Hendershot, Carey-Ann	1.5 hours	\$45.00
Hendershot, Carey-Ann	1.5 hours	\$45.00
Hengst, Filomena	1.5 hours	\$45.00
Hengst, Filomena	3.0 hours	\$90.00
Krial, Sherry	1.5 hours	\$45.00
Krial, Sherry	1.5 hours	\$45.00
Krial, Sherry	1.5 hours	\$45.00
Krial, Sherry	3.0 hours	\$90.00
Lopes-Shreiber, Zelia	1.5 hours	\$45.00
MacDade, Katie	1.5 hours	\$45.00
MacDade, Katie	1.5 hours	\$45.00
McGivney, Beth	1.5 hours	\$45.00
Mirsky, Shaina	1.5 hours	\$45.00
Mirsky, Shaina	1.5 hours	\$45.00
Poroski, Kristin	1.5 hours	\$45.00
Sabo, Jennifer	1.5 hours	\$45.00
Sabo, Jennifer	1.5 hours	\$45.00
Smith, Elaine	1.5 hours	\$45.00

- 5.15 WHEREAS board policies 3221 and 3222 require that the board shall annually adopt evaluation rubrics for teachers and teaching staff members in accordance with N.J.A.C.6A:10-2.2(a and b) NOW THEREFORE BE IT

RESOLVED that the Readington Township Board of Education hereby adopts the Charlotte Danielson Method.

- 5.16 WHEREAS board policies 3223 and 3224 require that the board shall annually adopt evaluation rubrics for administrators in accordance with N.J.A.C.6A:10-2.2(a and b) NOW THEREFORE BE IT

RESOLVED that the Readington Township Board of Education hereby adopts the Kim Marshall Method.

- 5.17 Motion to accept the Superintendent's recommendation terminating employee 5696 in accordance with the 15 day termination clause of the employee's contract effective September 17, 2015.

COMMUNICATIONS
committee Report

UNFINISHED BUSINESS

NEW BUSINESS FROM BOARD

OPEN TO THE PUBLIC

EXECUTIVE SESSION

Motion:

Second:

Vote:

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

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 the Superintendent's Merit Goals, with no action to be taken, for approximately 30 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.

ADJOURNMENT

Motion to Adjourn at _____

Motion:

Second:

Vote: