

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 7:00 p.m.  
September 11, 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:**

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

**Flag Salute**

**SUPERINTENDENT'S REPORT**

- Sustainable Jersey for Schools 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 T.W.

Email C.F.

Email M.D.

**ADMINISTRATIVE REPORTS**

**MINUTES**

Motion to adopt 2.01 - 2.02

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

2.01 Motion to approve the Meeting Minutes August 28, 2018.

2.02 Motion to approve the Executive Meeting Minutes August 28, 2018.

**FINANCE/FACILITIES**

**Committee Report**

Motion to adopt 3.01 – 3.08

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Wayne Doran		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 **August 30, 2018** through **September 12, 2018** for a total amount of **\$88,751.11**.  
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule September 11, 2018** for a total amount of **\$1141.30**.  
(Attachment 3.02)
- 3.03 Motion to approve **Payroll for the month of July 2018** for a total amount of **\$391,791.12**.  
(Attachment 3.03)
- 3.04 Motion to approve the following **Account Transfers for July 1, 2018 Through July 31, 2018**.  
(Attachment 3.04 - 3.04a)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: July 31, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of July 31, 2018 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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**Jason M. Bohm, Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of July 31, 2018 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 July 31, 2018.  
(Attachment 3.05 & 3.05a)

- 3.06 Motion to approve the Business Administrator to solicit bids for Trash & Recycling Removal starting January 1, 2019 to December 31, 2021, with two one-year extensions beyond 2021.

- 3.07 Motion to approve the renewal of the Readington Board of Education long-term disability insurance at a cost of \$33,438 for the 2018-2019, and 2019-2020 school years.  
(Attachment 3.07)
  
- 3.08 Motion to approve the revised Shared Services Security Agreement with the Township of Readington to provide security services for the 2018-2019 school year at a cost of \$28/hr. plus 7.5% not to exceed \$38,000.  
(Attachment 3.08)

**EDUCATION/TECHNOLOGY**

**Committee Report**

Motion to adopt 4.01 – 4.06

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

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

- 4.01 Motion to approve the submission of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights for the 2018-2019 school year, for all district schools.
  
- 4.02 Motion to apply for and accept a grant in the amount of \$500 from the Exxon Mobil Foundation Volunteer Involvement Program to be used toward math or science at Readington Middle School.
  
- 4.03 Motion to accept the Superintendent's recommendation and approve the following internship placement in the Readington Township School District as follows:

<b>STUDENT INTERN NAME/SCHOOL</b>	<b>COOPERATING SUPERVISOR/SCHOOL</b>	<b>DATE/TIME FRAME</b>
Anthony Tumolo/ Rider University	Ann DeRosa/WHS	9/2018 – 12/2018



5.03 Motion to accept the Superintendent's recommendation and approve the following position control changes and designated transfers for the 2018-2019 school year:

<b>NAME</b>	<b>CHANGE</b>	<b>POSITION</b>	<b>LOCATION</b>
Jack Kimple	Transfer From: To:	30-01-D3/ayr New Position	(RMS) FT Aide/Special Ed (HBS) FT Aide/Special Ed
Suzanne Vitale	Transfer From: To:	30-02-D3/aso 30-03-D3/azq	(HBS) PT Aide/Special Ed (WHS) FT Aide/Special Ed
Jennifer Percario	Transfer From: To:	30-03-D3/avh 30-02-D3/aso	(TBS) PT Aide/Special Ed (HBS) PT Aide/Special Ed

5.04 Motion to ratify the Superintendent's recommendation and approve the following appointments:

<b>NAME</b>	<b>POSITION</b>	<b>SALARY/STEP</b>	<b>EFFECTIVE DATE</b>
Theresa Amster	Clerical Aide RMS 50-01-D4/amw	\$16.32/hr Clerical Step 10	09/01/2018 - 06/30/2019 With additional hours on 8/30/18 & 8/31/18
Natasha Rankin	Clerical Aide TBS 40-03-D4/arb	\$14.32/hr Clerical Step 3	09/01/2018 - 06/30/2019

5.05 Motion to ratify the Superintendent's recommendation and approve the following Leave Replacement appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATES
Christina Hatfield	Teacher/LA Leave Replacement Teacher (RMS) 20-01-D2/aev (Non-Tenure track)	Substitute rate for the first 20 consecutive days, BA, Step 1 per diem rate thereafter	09/04/2018 - on or about

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATES
Poonam Vijan	Aide/Special Education (WHS) 30-04-D3/aky	\$16.92/hr. Aide NC Step 1	09/12/2018 - 06/30/2019
Rachel Frick	PT Aide/Special Education (TBS) 30-03-D3/avh	\$16.92/hr. Aide NC Step 1	09/12/2018 - 06/30/2019

5.07 Motion to ratify a change in hours and salary for the following staff members:

NAME	POSITION	FROM	TO	EFFECTIVE DATES
Kelly Hunt	Bus Driver	7.25hrs./day \$39,905.52	7.0hrs./day \$38,529.47	09/01/2018 - 06/30/2019
JoEllen Omdal	Bus Driver	7.0hrs./day \$38,529.47	7.25hrs./day \$39,905.52	09/01/2018 - 06/30/2019

5.08 Motion to accept the following resignation:

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Patricia Hunt	Aide/Special Ed (TBS) 30-03-D3/aqh	08/29/2018

5.09 Motion to approve the following salary increases in recognition of the following employees' attainment of additional credits for lateral movement per RTEA Guide.

<b>EMPLOYEE NAME</b>	<b>SCHOOL</b>	<b>EFFECTIVE DATE</b>	<b>FROM STEP</b>	<b>SALARY</b>	<b>TO STEP</b>	<b>REVISED SALARY</b>	<b>INCREASE</b>
Denise Birmingham	RMS	9/1/2018	MA Step 15	\$73,680	MA+30 Step 15	\$76,080	\$2,400
Lauren Nicolai	WHS	9/1/2018	MA Step 11	\$66,505	MA+30 Step 11	\$68,905	\$2,400
William Daly	RMS	9/1/2018	BA Step 10	\$59,475	BA+15 Step 10	\$61,075	\$1,600
Marybeth Schwarz	RMS	9/1/2018	MA Step 13	\$69,790	MA+30 Step 13	\$72,190	\$2,400

5.10 Motion to approve the Paraprofessional hours for the 2018-19 school year.  
(Attachment 5.10)

5.11 Motion to accept the Superintendent's recommendation and appoint the following Grade Level Leaders at Holland Brook School for the 2018-2019 school year at the following stipends per RTEA contract:

NAME	GRADE LEVEL	STIPEND
Maria Winter	4 <sup>th</sup> Grade	\$1,000.00
Colleen DiGregorio Ann Haberkern	5 <sup>th</sup> Grade 5 <sup>th</sup> Grade	\$500.00 \$500.00

5.12 Motion to accept the Superintendent's recommendation and appoint the following Team Leaders at Readington Middle School for the 2018-2019 school year, at the following stipends per RTEA contract:

NAME	TEAM	STIPEND
Blair Alber Erica DelGuidice	6 <sup>th</sup> Grade 6 <sup>th</sup> Grade	\$1,500.00 \$1,500.00
Carey-Anne Hendershot Jillian Tundidor	7 <sup>th</sup> Grade 7 <sup>th</sup> Grade	\$1,500.00 \$1,500.00
Lauren Greenberg Megan Grocholske	8 <sup>th</sup> Grade 8 <sup>th</sup> Grade	\$1,500.00 \$1,500.00
Marybeth Schwarz	Special Education	\$1,500.00
Tracy Fitzgerald	Encores	\$1,500.00

## **COMMUNICATION**

### **Committee Report**

Motion to adopt 6.01

**Motion:**

**Second:**

**Roll Call Vote:**

### **ROLL CALL:**

Wayne Doran		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 adopt the following policies and regulations for second reading:

- Policy 1613 – Disclosure and Review of Applicant’s Employment History
- Regulation 1613 - Disclosure and Review of Applicant’s Employment History
- Policy 5350 – Student Suicide Prevention
- Regulation 5350 - Student Suicide Prevention
- Policy 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- Regulation 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- Policy 8561 – Procurement Procedures for School Nutrition Programs

**UNFINISHED BUSINESS**

- Board meeting live streaming

**NEW BUSINESS FROM BOARD**

- NJSBA Conference October 22-25, 2018- September 21st deadline

**OPEN TO THE PUBLIC**

**EXECUTIVE SESSION**

**Motion:**

**Second:**

**Roll Call Vote:**

**ROLL CALL:**

Wayne Doran		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 the purpose discussing a student matter for approximately 30 minutes 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:**

Wayne Doran		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:**

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