

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

Virtual Meeting  
Regular Meeting 5:00 p.m.  
February 9, 2021

## **AGENDA**

**Mission Statement:** We empower members of our community to lead purposeful lives with integrity, to cultivate a spirit of discovery, and to embrace connections in our diverse, global society.

The Board of Education will be meeting remotely on February 9, 2021 at its regularly scheduled time. Due to the current public health pandemic, the members of the public who wish to attend the meeting are encouraged to do so virtually by going to [meet.google.com/xsb-npaf-xci](https://meet.google.com/xsb-npaf-xci) or joining by phone: (US)+1 252-665-6655 PIN: 181 986 947#. The agenda and all materials for the Board meeting appear on the Board web page.

### **I. CALL TO ORDER BY BOARD PRESIDENT– OPEN PUBLIC MEETINGS ACT**

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:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

### **II. FLAG SALUTE**

### **III. EXECUTIVE SESSION**

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Motion to adopt the following resolution:

Resolved to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to interview architectural firms for approximately 1 hour at which time the Board expects to return to Public Session where action may be taken. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

### **IV. RETURN TO PUBLIC SESSION**

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

### **V. SUPERINTENDENT'S REPORT**

- Budget Presentations: Curriculum, Pupil Services, and Technology Departments
- Housing Development Presentation
- Revised District Calendar 2020-2021 School Year
- Draft District Calendar 2021-2022 School Year

### **VI. 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.

**VII. CORRESPONDENCE**

- Email B.F. - Appreciation
- Email J.W. - Kindergarten
- Email L.M. - BOE Meetings
- Email M.W. - Change of Address
- Email M.W. - Update on Options
- Email S.M. - Thank you
- Email L.V. - Request

**VIII. BOARD ACTION**

**A. APPROVAL OF ADMINISTRATIVE REPORTS**

1. Motion to adopt 1.01 - 1.02  
Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_
- 1.01 January 2021 Enrollment and Drill Reports  
(Attachment 1.01)
- 1.02 Motion to approve The Readington Ready Plan: Next Steps as an addendum to the original Readington Ready Plan.  
(attachment 1.02)

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

**B. APPROVAL OF MINUTES**

2. Motion to adopt 2.01 - 2.02  
Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_
- 2.01 Motion to approve the Meeting Minutes January 19, 2021.
- 2.02 Motion to approve the Special Meeting Executive Session Minutes January 19, 2021.

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

**C. FINANCE/FACILITIES**

**Committee Report**

3. Motion to adopt 3.01 - 3.13  
Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

- 3.01 Motion to approve the **Bill List** for the period from **January 21, 2021 through February 10, 2021** for a total amount of **\$1,278,961.20**.  
(Attachment 3.01)
- 3.02 Motion to ratify and approve **Payroll** for the month of **December 2020** for a total amount of **\$2,121,809.74**.  
(Attachment 3.02-3.02a)
- 3.03 Motion to ratify and approve the following **Account Transfers** for **December 1, 2020 through December 31, 2020**.  
(Attachment 3.03 - 3.03c)
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: December 30, 2020 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 30, 2020 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 30, 2020 and 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 30, 2020.  
(Attachment 3.04 & 3.04a)

3.05 **RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL DEVELOPMENT SERVICES DIRECTLY TIED TO PROPRIETARY SOFTWARE FOR THE 2020-2021 SCHOOL YEAR.**

**WHEREAS**, the Readington Township Board of Education has a need to award the following proprietary service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 18A:18A-5 and,

**WHEREAS**, the anticipated term of this contract is one (1) year or less; and

**WHEREAS**, the district has purchased a proprietary software named iReady for math and reading and integrated into student instruction; and

**WHEREAS**, the district needs professional development for staff to properly utilize the proprietary software; and

**WHEREAS**, the use of a different vendor and/or software would unnecessarily escalate the costs and/or potentially cause irreparable harm to the education of our student population;

following proprietor has submitted a proposal indicating they will provide the service indicated as listed; and

**NOW, THERE, BE IT RESOLVED** that the Board of Education of Readington Township authorizes Jason Bohm, Business Administrator/Board Secretary, to enter into the following proprietary service contract:

SERVICE	PROPRIETOR	AMOUNT OF CONTRACT
Professional Development Services for Proprietary iReady Software	Curriculum Associates	\$7,500.00 (ESSA funding will be utilized)

3.06 Motion to void the following checks from the Cafeteria Account:

DATE	CHECK NUMBER	AMOUNT
06/23/2020	2120	\$12.70
06/24/2020	2152	\$49.25
06/24/2020	2155	\$63.15

06/24/2020	2167	\$20.55
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3.07 Motion to void the following checks from the Operating Account:

DATE	CHECK NUMBER	AMOUNT
01/22/2020	055756	\$5.67
05/20/2020	056405	\$22.53
06/10/2020	05602	\$30.00

3.08 Motion to void the following checks from the Holland Brook School Student Activity Account:

DATE	CHECK NUMBER	AMOUNT
6/5/2020	1964	\$56.00
6/5/2020	2023	\$56.00
6/8/2020	2092	\$30.00
6/8/2020	2093	\$30.00
6/9/2020	2141	\$30.00
6/9/2020	2149	\$30.00
6/16/2020	2162	\$30.00
6/16/2020	2177	\$30.00

3.09 **BE IT RESOLVED** by the Readington Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release (hereinafter referred to as "Agreement") between the Board and the Parents of a student #938629, and which Agreement is located in the student's file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.  
(Attachment 3.09)

3.10 Motion to approve Brown Psychological Services to provide Psychological Evaluations for the 2020-2021 school year not to exceed \$2,000.00.

3.11 Motion to approve The Dyslexia Center of Princeton to provide Dyslexia Assessments for the 2020-2021 school year not to exceed \$1,850.00.

3.12 Motion to approve the following resolution: Resolution Authorizing Disposal of Surplus Property **WHEREAS**, the Board of Education is the owner of certain surplus property which is no longer needed for public use; and **WHEREAS**, the Board is desirous of selling said surplus property in an "as-is" condition without express or implied Warranties; **NOW THEREFORE BE IT RESOLVED** by the Readington Township Board of Education as follows: (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2481 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at Govdeals.com and also available from the Board of Education. (2) The sale will be conducted online and the address of the auction site is govdeals.com. (3) The sale is being conducted pursuant to

Local Finance Notice 2008-9. (4) A listing of the surplus property to be sold (books) is attached. (Attachment 3.12)

- 3.13 Motion to approve the following resolution:  
**WHEREAS**, on December 8, 2020, the Readington Township Board of Education (the "Board") authorized the Business Administrator to solicit architectural firm proposals through a fair and open competitive process refer to as Requests for Proposals ("RFP") in lieu of formal public bidding; and **WHEREAS**, pursuant to N.J.S.A. 18A:18A-5(a), the procurement of professional services, such as architectural services, are exempt from public bidding; and **WHEREAS**, the Board received eighteen (18) proposals on January 20, 2021, and over the course of several weeks completed multiple rounds of evaluations and interviews at both the administrative and board-level within criteria outlined in N.J.S.A. 18A:18A-4.4 and scoring documentation is on file in the Business Office; and **NOW, THEREFORE, BE IT RESOLVED** that the Board hereby awards and appoints \_\_\_\_\_ as the architect of record for the 2020-2021 school year.

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
 Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

**D. EDUCATION/TECHNOLOGY  
 Committee Report**

4. Motion to adopt 4.01 - 4.02  
 Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_
- 4.01 Motion to approve the donation of a collection of books, "The African American Children's Book Project's Best Picture Books of 2020", for the Three Bridges Library from an anonymous donor.
- 4.02 Motion to accept the Superintendent's recommendation and approve the following Clinical Placement requests for school year 2020-2021 in the Readington Township School District as follows:  
 (Attachment 4.02)

STUDENTS	UNIVERSITY/COLLEGE	SCHOOL COOPERATING TEACHER	EFFECTIVE DATES
See Attached List	TCNJ Language Arts Classroom Observations (virtual)	Holland Brook School: Alissa Buelow Cathy Patrick	March 2, 5, 9, 12
See Attached List	TCNJ Language Arts Classroom Observations (virtual)	Whitehouse School: Michelle Mielke Kristy Pieloch	March 1, 4, 8, 11
See Attached List	TCNJ Language Arts Classroom Observations (virtual)	Three Bridges School: Rachel Tomson Kathy O'Connor	March 1, 4, 8, 11

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
 Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

**E. PERSONNEL  
 Committee Report**

5. Motion to adopt 5.01 - 5.09  
 Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_
- 5.01 Motion to accept the Superintendent's recommendation and ratify the following **Substitute Teachers/Aides/Nurses/Bus Drivers** paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

NAME	POSITION
Christina Flanagan	Substitute Teacher/Aide

5.02 Motion to approve Colleen Ogden as Summer Enrichment Coordinator for the Summer of 2021 at a stipend of \$4,000.00.

5.03 Motion to accept the Superintendent's recommendation and approve the attached list of stipends for the teachers to facilitate courses for the Readington Township 2020-2021 Spring Teacher Academy Program. (Attachment 5.03)

5.04 Motion to amend motion 5.20 on August 18, 2020 agenda and remove Ali Myers as 8th Grade Team Leader at Readington Middle School to the following:

NAME/TEAM LEADER	TEAM	STIPEND
Lauren Greenburg	8th Grade	\$1,500.00
Megan Grocholske	8th Grade	\$1,500.00

5.05 Motion to approve Lauren Mahoney and Meryl Vance as Destination Imagination Club Coordinators for Holland Brook School and Readington Middle School for the 2020-2021 school year at a stipend per RTEA contract.

5.06 Motion to approve the following salary increases in recognition of the following employees' attainment of additional credits for lateral movement per RTEA Guide effective February 1, 2021:

NAME	SCHOOL	FROM STEP	SALARY	TO STEP	REVISED SALARY	INCREASE
Caroline Robb	TBS	BA Step 16	\$71,305.00	BA+15 Step 16	\$72,905.00 (Prorated)	\$1,600.00
Nancy Kelly	HBS	BA Step 10-11	\$61,935.00	MA Step 10-11	\$67,535.00 (Prorated)	\$5,600.00

5.07 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Jillian Bobal	Speech/Language Specialist (WHS) 20-04-D2/akj	March 26, 2021

5.08 Motion to approve extra pay for school nurses to perform contact tracing and other COVID-19 related actions upon direction and authorization by the Superintendent of Schools for the 2020-2021 school year at the rate designated in the RTEA contract.

5.09 Motion to accept the Superintendent's recommendation and approve other leave in accordance with the RTEA contract Article XII, section F for the following staff member:

EMPLOYEE	DATE
# 6212	June 30, 2021

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

**F. COMMUNICATION**

**Committee Report**

6. Motion to adopt 6.01 - 6.02  
Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

6.01 Motion to approve the following policies for first reading:  
(Attachment 6.01)

- Policy 2361 - Acceptable Use
- Policy 5350 - Student Suicide Prevention
- Policy 6440 - Cooperative Purchasing
- Policy 6470.01 - Electronic Funds Transfer and Claimant Certification
- Policy 7440 - School District Security
- Policy 7450 - Property Inventory
- Policy 8561 - Procurement Procedures for School Nutrition Programs

6.02 Motion to accept the Superintendent's recommendation and approve the revised District Calendar for 2020-2021 school year.  
(Attachment 6.02)

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_

**IX. UNFINISHED BUSINESS**

**X. NEW BUSINESS FROM BOARD**

- HCSBA County Meeting

**XI. OPEN TO THE PUBLIC**

**XII. ADJOURNMENT**

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**Motion to adjourn at:**

Roll Call:

Dr. Cerciello \_\_\_\_\_ Mr. Emmons \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_ Mr. Saunders \_\_\_\_\_  
Mr. Wallace \_\_\_\_\_ Mr. Zwerling \_\_\_\_\_ Mrs. Hample \_\_\_\_\_ Mrs. Simon \_\_\_\_\_