

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 7:00 p.m.  
November 13, 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**

- Highlight: Whitehouse School
- Announcement of Dr. Ann DeRosa & Anthony Tumolo as School of Character Reviewer
- Recognition of Pauline Marsh/HC Educational Association Educational Support Professional of the Year
- Highlights from NJSBA Workshop
- Superintendent Coffee Chat December 4, 2018
- Board 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.

## **CORRESPONDENCE**

K.R. Email (October Agenda)

J.T. Email

W.O. Email

K.M. Email

## **ADMINISTRATIVE REPORTS**

Motion to adopt 1.01 - 1.03

**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	

1.01     October 2018 Enrollment and Drill Reports

1.02     Ratification of 2018-2019 Board Goals  
(Attachment 1.02)

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

<b>SCHOOL</b>	<b>DATE</b>	<b>FINDINGS OF HARASSMENT, INTIMIDATION OR BULLYING</b>
TBS	09/24/2018	No
RMS	10/03/2018	No

## 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 October 16, 2018.

2.02 Motion to approve the Executive Session Minutes October 16, 2018.

## FINANCE/FACILITIES

### **Committee Report**

Motion to adopt 3.01 – 3.09

**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 **October 18, 2018** through **November 14, 2018** for a total amount of **\$2,788,745.50**.  
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule November 13, 2018** for a total amount of **\$6,759.21**.  
(Attachment 3.02)

3.03 Motion to approve **Payroll for the month of September 2018** for a total amount of **\$1,987,949.14**.  
(Attachment 3.03)

- 3.04 Motion to approve the following **Account Transfers** for **September 1, 2018 Through September 30, 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: September 30, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of September 30, 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 September 30, 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 September 30, 2018.  
(Attachment 3.05 & 3.05a)

- 3.06 Resolved to approve the following 2018-19 Transportation Jointure Contracts:

HOST	JOINER	ROUTE#	DESTINATION	COST
Branchburg Twp.	Readington Twp	V4-DLCNP	Development Learning Center	\$21,816.00 \$13,041.00 (Aide)

- 3.07 Motion to approve the 2018-2019 M-1 and Comprehensive Maintenance Plan.  
(Attachment 3.07)

- 3.08 **WHEREAS**, the Readington Township Board of Education (“Board”) advertised for bids for Refuse Disposal and Recycling Collection Services (“Services”); and

**WHEREAS**, on October 31, 2018, the Board received one (1) bid from Republic Services of New Jersey, LLC (“Republic Services”) for Schedule A in a total contract amount of \$177,611.28, representing a price of \$56,897.52 for the period covering January 1, 2019 through December 31, 2019, \$59,173.41 for the period covering January 1, 2020 through December 31, 2020; and \$61,504.35 for the period covering January 1, 2021 through December 31, 2021; and

**WHEREAS**, the bid submitted by Republic Services is responsive in all material respects and the Board is desirous of awarding the contract for the Services to Republic Services.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby awards the contract for the Services to Republic Services, in a total contract amount of \$177,611.28, representing a price of \$56,897.52 for the period covering January 1, 2019 through December 31, 2019, \$59,173.41 for the period covering January 1, 2020 through December 31, 2020; and \$61,504.35 for the period covering January 1, 2021 through December 31, 2021.

**BE IT FURTHER RESOLVED** that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and performance bond as required in the specifications, together with an executed agreement, as prepared by the Board Attorney, within ten (10) days of the date hereof.

**BE IT FURTHER RESOLVED** that the Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

- 3.09 Motion to approve the following resolution concerning group dental insurance carrier:

The Board of Education hereby resolves, effective January 1, 2019, to make the following changes to its group dental insurance:

1. Addition of new Horizon voluntary dental plans for aides, clerical, and bus driver population, at the rates, benefits, terms, and conditions represented in the Brown & Brown report dated October 24, 2018.
2. Current Horizon Dental Option Plan, Dental Choice, and Total Care plans are to remain in place for the non-voluntary population.
3. Designate Brown & Brown Benefit Advisors, Inc. as broker-of-record for our new voluntary Horizon group dental insurance program.
4. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

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

Motion to adopt 4.01- 4.10

**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 apply for and accept the following grants from the Readington Township Home and School Association:

AMOUNT	TO BE USED FOR	SCHOOL
\$296.60	Student Floor Chairs	Holland Brook School (Padavano)
\$330.00	Percussion Cases	Readington Middle School

4.02     Motion to approve a donation of a drum set from Readington Middle School Parent, Mrs. Gerri Vitovitch.

4.03     Motion to approve an anonymous donation of a xylophone to the Holland Brook School Music Department.

4.04     Motion to accept the Superintendent's recommendation and approve the following Student Teacher Observation placement in the Readington Township School District as follows:

Student Observation/School	Cooperating Teacher/School	Effective Dates
Olivia Vliet Fairleigh Dickinson University	Colleen DiGregorio - HBS	Total of 10 days in January 2019

4.05     Motion to approve the 2018-2019 Nursing Services Plan.  
 (Attachment 4.05)

- 4.06 Motion to ratify home instruction for student H-183 effective October 18, 2018 through December 14, 2018. Services provided by Professional Education Services, Inc. at an hourly rate of \$30.00 for 10 hours per week.
- 4.07 Motion to ratify home instruction for student H-184 effective October 31, 2018 through January 1, 2019. Services provided by Professional Education Services, Inc. at an hourly rate of \$30.00 for 5 hours per week.
- 4.08 Motion to correct the hourly rate for PT evaluations, originally approved on June 12, 2018 at a rate of \$225.00 per evaluation to \$250.00 per evaluation for the 2018-2019 school year due to clerical mistake.
- 4.09 Motion to approve Terry Duncan, a consultant with the Stone House Group, to provide training to RMS teachers for the Ginger Building Challenge at a total cost of \$1,060.00.
- 4.10 Motion to approve the following books for the 2018-2019 school year:

Book Title	Grade
<i>Sparrow</i>	7 <sup>th</sup> Grade
<i>Refugee</i>	6 <sup>th</sup> Grade
<i>De-Extinction</i>	8 <sup>th</sup> Grade Honors
<i>Alice Paul and the Fight for Women's Rights: from the Vote to the Equal Rights Amendment</i>	8 <sup>th</sup> Grade Honors
<i>Making Bombs for Hitler</i>	6 <sup>th</sup> Grade
<i>Harry Potter: A History of Magic</i>	7 <sup>th</sup> Grade

## **PERSONNEL**

### **Committee Report**

Motion to adopt 5.01 - 5.10

**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	

- 5.01 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teachers /Aides /Nurse/Bus Drivers paid** at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements.

NAME	POSITION
Courtney Gwizdz	Substitute Teacher/Aide
Courtenay Blumenberg	Substitute Teacher/Aide

- 5.02 Motion to approve Karen Tucker as the District's Wellness Committee Coordinator for the 2018-2019 school year.

- 5.03 Motion to ratify the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Larry Leyson	Network Administrator (BOE) 15-05-D3/arc	\$63,000 unaligned (prorated)	11/1/2018- 6/30/2019

- 5.04 Motion to approve the following Special Education chaperones at their contractual rate per hour for the 2018-2019 school year.

NAME	SCHOOL	EVENT
Nancy Hill	RMS	Wrestling
Denise Hawkins	RMS	Basketball
Jack Kimple	HBS	Destination Imagination



5.05 Motion to approve the following resignations:

NAME	POSITION	EFFECTIVE DATE
Diane Gelok	Teacher/Special Education (RMS) 20-01-D2/aic	December 15, 2018
Lisa Murrison	Aide/Special Education (TBS) 30-03-D3/bag	November 21, 2018

5.06 Motion to acknowledge the following retirement with appreciation for her years of service:

NAME	POSITION	EFFECTIVE DATE
Madeline Kalinich	Teacher/Special Education (RMS) 20-01-D2/ahr	December 31, 2018

5.07 Motion to approve the following mentor for the 2018-2019 school year as follows:

STAFF MEMBER	SCHOOL/POSITION	MENTOR
Hatfield, Christine	RMS/SE-LA Teacher	O'Brien, Cheryl

5.08 Motion to accept the Superintendent's recommendation and approve the following position control change and designated transfers effective October 30, 2018:

NAME	CHANGE	POSITION	LOCATION
Christine Hatfield	Transfer From: To:	20-01-D2/aev 20-01-D2/aic	(RMS) Teacher/LA (RMS) Teacher/Spec. Ed

- 5.09 Motion to approve the Lindsay Capone, Readington Middle School teacher, as an advisor for Winter Sports Homework Room and as an additional advisor for Central Office Detention, at her contractual stipend rate for each position, for the 2018-2019 school.
- 5.10 Motion to approve Elissa Bowen to participate in the RVCC Partnership for the Arts program/curriculum development, not to exceed a total of 17 hours at the contractual rate for the 2018-2019 school year.

## **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 approve for second reading and adopt the following policy  
- Policy 7510

## **UNFINISHED BUSINESS**

## **NEW BUSINESS FROM BOARD**

## **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, to discuss employee #5523 for approximately 30 minutes at which time the Board expects to return to Public Session where action will 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	