

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

Holland Brook School  
Regular Meeting 5:30 p.m.  
October 15, 2024

## **MINUTES**

**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.

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

Dr. Cerciello called the meeting to order at 5:30 p.m. and announced that the meeting was being held in compliance with the Open Public Meetings Act (N.J.S.A. 10:4-6-21) and was 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 was taken.

**Present:** Mrs. DePinto, Mrs. Fiore, Mr. Lopes, Mr. Peach, Mrs. Podgorski, Mrs. Ryan, Mrs. Wolf, Dr. Cerciello

**Also Present:** Dr. Jonathan Hart, Superintendent, Mr. Jason M. Bohm, Business Administrator/Board Secretary, Jennifer A. Osbourne, Board Attorney

**Absent:** Mrs. Mencer

Mrs. Mencer arrived at 5:31 p.m.

### **II. FLAG SALUTE**

### **III. EXECUTIVE SESSION - 5:32 p.m.**

**Motion:** Mrs. Fiore

**2<sup>nd</sup>:** Mrs. Podgorski

**Roll Call Vote:** Carried 9 Yes

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 a HIB for approximately 60 minutes 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.

### **IV. RETURN TO PUBLIC SESSION - 7:30 p.m.**

**Motion:** Mrs. Fiore

**2<sup>nd</sup>:** Mrs. Podgorski

**Roll Call Vote:** Carried 9 Yes

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

- Dr. Hart, Superintendent, introduced the administrative staff who presented the results of NJSLA testing as well as internal assessments from the prior school year. Interventions and academic supports were highlighted. The administrative team sharing the information included:
  - Dr. Brown, Supervisor of Humanities
  - Ms. Pauch, Supervisor of Math, Science and Technology
  - Ms. Krial, Supervisor of Curriculum & Instruction
  - Mr. Tumolo, Supervisor of Curriculum & Instruction (SEL and Special Projects)
  - Ms. Beegle, Director of Pupil Services
  - Mr. Charleston, Readington Middle School Principal
  - Ms. Mooney, Readington Middle School Assistant Principal
  - Dr. Moss, Holland Brook School Principal
  - Dr. Higgins, Three Bridges School Principal
  - Dr. DeRosa, Whitehouse School Principal

The Board shared thoughts on the academics and progress being made.

## VI. OPEN TO THE PUBLIC (LIMITED TO ACTION ITEMS ON THE AGENDA)

- A community member and former member of the Board, spoke in favor of supporting the solar array expansion for potential vote this evening. He thanked the Board for their hard work, and highlighting the benefits both financially and educationally. He encouraged the board to vote in favor this evening with expansion.

## VII. CORRESPONDENCE

- Email S.C. - BOE Activities
- Email M.W. - Incident
- Email J.S. - Piano

## VIII. BOARD ACTION

#### A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.03  
**Motion: Mrs. Fiore                      2nd: Mrs. Podgorski                      Roll Call Vote: Carried 9 Yes**

Ms. Wolf highlighted the Board Goals and modifications made before the vote this evening, in particular academic achievement for this coming year.

- 1.01 Motion to approve the Enrollment and Drill Reports September 2024.  
(Attachment 1.01)
- 1.02 Motion to approve District Goals for the 2024-2025 school year.  
(Attachment 1.02)
- 1.03 Motion to approve Board Goals for the 2024-2025 school year.  
(Attachment 1.03)

## B. APPROVAL OF MINUTES

2. Motion to adopt 2.01  
**Motion: Mrs. Fiore                      2<sup>nd</sup>: Mrs. Podgorski                      Roll Call Vote: Carried 9 Yes**

- 2.01 Motion to approve the Meeting Minutes September 10, 2024.

## C. FINANCE/FACILITIES

**Committee Report:** Mrs. Mencer provided minutes of the meeting held on September 24, 2024.

- |      |   |                                       |                                      |
|------|---|---------------------------------------|--------------------------------------|
| 3.   | Motion to adopt 3.01 - 3.11<br><b>Motion: Mrs. Fiore</b>  | <b>2<sup>nd</sup>: Mrs. Podgorski</b> | <b>Roll Call Vote: Carried 9 Yes</b> |
| 3.01 | Motion to approve the <b>Bill List</b> for the period from <b>September 12, 2024 through October 16, 2024</b> for a total amount of <b>\$4,911,595.65.</b><br>(Attachment 3.01)   |                                       |                                      |
| 3.02 | Motion to approve <b>Travel Expenditures October 15, 2024</b> In the amount of <b>\$6,393.89.</b><br>(Attachment 3.02)  |                                       |                                      |
| 3.03 | Motion to ratify and approve <b>Payroll and Agency</b> for the month of <b>August 2024</b> for a total amount of <b>\$503,951.16</b> and for the month of <b>September 2024</b> for a total amount of <b>\$2,373,746.96.</b><br>(Attachment 3.03-3.03a) |                                       |                                      |
| 3.04 | Motion to ratify and approve the following <b>Account Transfers for August 1, 2024 through August 31, 2024</b> and <b>September 1, 2024 through September 30, 2024.</b><br>(Attachment 3.04-3.04c)  |                                       |                                      |
| 3.05 | Motion to ratify and approve the <b>Student Activities Account for August 1, 2024 through August 31, 2024</b> and <b>September 1, 2024 through September 30, 2024.</b><br>(Attachment 3.05-3.05a)   |                                       |                                      |
| 3.06 | Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS August 31, 2024 and September 30, 2024 pursuant to  |                                       |                                      |

N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of August 31, 2024 and September 30, 2024 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. 6A:23A-16.10(c)3 and 4, we certify that as of August 31, 2024 and September 30, 2024 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. 6A23A-16.10(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 August 31, 2024 and September 30, 2024.

(Attachment 3.06-3.06c)

- 3.07 Motion to approve the 2024-2025 M-1 and Comprehensive Maintenance Plan.

(Attachment 3.07)

- 3.08 Motion to approve the following resolution:

**WHEREAS**, the Readington Township Board of Education ("Board") seeks to have Bingham Communications/Distinctive Voice & Data Services to provide maintenance and repair of building intercom and clocks/bell system for the 2024-2025 school year; and

**WHEREAS** the Board has funding in its General Fund for the Bingham Communications/Distinctive Voice & Data Services; and

**WHEREAS** there is a need maintenance and repair of building intercom and clocks/bell system provided by Bingham Communications/Distinctive Voice & Data Services, and is proprietary and sole source to that company; and

**WHEREAS** the use of a different vendor for this service would unnecessarily escalate the costs, thereby defeating the purpose of public contracting laws; and

**NOW, THEREFORE BE IT RESOLVED** that the Board hereby authorizes the proprietary and sole source vendor, as their approved vendor to provide maintenance and repair of building intercom and clocks/bell system to ensure functionality and regulation compliance.

- 3.09 **WHEREAS**, the Readington Township Board of Education ("Board") advertised and solicited bids for solar expansion, which resulted in zero submissions on two separate occasion on March 13, 2024 and May 21, 2024; and

**WHEREAS**, CSG Law, the district's special solar Board Attorney confirmed following two unsuccessful bids, the Board can negotiate with interested parties for solar expansion within confines allowable under law; and

**WHEREAS**, the Board has received a proposal following months of negotiations from EZNergy deemed financially beneficial to the district and the local taxpayers, whereas a 15-year power purchase agreement ("PPA") shall be entered into with no impact to the tax levy but allowing for large infrastructure upgrades at all 4 school buildings and lower utility bills for the next 25 years based on warranty periods; and

**WHEREAS**, the bid submitted by EZNergy is responsive in all material respects and the Board is desirous of awarding the contract for the services to EZNergy, and EZNergy holds a state cooperative purchasing solar power purchase agreement (Solicitation 18DPP000260, T3104) as one of its energy conservation measures in order to maximize energy savings; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby awards the contract for the Services to EZNergy per the attached terms and conditions; and

**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 contract execution; and

**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. (Attachment 3.09)

- 3.10 Motion to rescind the professional service contract approved on January 23, 2024 at a public board meeting with Settembrino Architects for the following project and fees as the architectural services are no longer required for this project moving forward:

District-wide Solar Power Purchase Agreement request for Proposal Preparation \$29,500.00 Owner's Representative Services \$4,000.00 per month per site plus reimbursable expenses, not to exceed 4 months or \$64,000.00 Ancillary fees/reimbursables (not to exceed) \$1,500.00

**WHEREAS**, it was necessary to incur costs for professional architectural services during the current year in preparation for construction in the summer of 2024; and

**NOW THEREFORE BE IT RESOLVED**, that the Readington Township Board of Education approves the withdrawal of the above amounts from capital reserve effective immediately. The cost shall be reimbursed by the winning vendor.

- 3.11 Motion to approve Flanagan, Barone & O'Brien as special counsel, as a professional service for the 2024-2025 school year.  
(Attachment 3.11)

#### **D. EDUCATION/TECHNOLOGY**

**Committee Report:** Mrs. Fiore provided minutes of the meeting held on October 9, 2024.

4. Motion to adopt 4.01 - 4.06

**Motion:** Mrs. Fiore

**2<sup>nd</sup>:** Mrs. Podgorski

**Roll Call Vote:** Carried 9 Yes

- 4.01 Motion to adopt the following fundraisers for the 2024-2025 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Three Bridges School	Sorella's Family Dinners	TBS Student Activity Account
Three Bridges School	Student Voice School Store	TBS Student Activity Account
Readington Middle School	"Lei off Drugs"	RMS Student Activities Account

- 4.02 Motion to accept the Superintendent's recommendation and approve the following student placements in the Readington Township School District as follows:

STUDENT NAME	UNIVERSITY/COLLEGE PLACEMENT REQUEST	SCHOOL/COOPERATING TEACHER	EFFECTIVE DATES
Stephanie Fazio	Misericordia University/ Clinical Experience	Three Bridges School/ Amy Langston & Kristen Fabriczi	01/13/25-04/25/25
Jennifer Monteiro	Centenary University/ Observation	Readington Middle School/ Caitlin O'Connor & Jennifer Heller	10/23/24-11/20/24
Kara Bernal	Hunterdon County Polytech/Internship	Readington Middle School/ Caroline Ratanski & Olivia Young	10/23/24-12/21/24
Josy Di Grado	Hunterdon County Polytech/Internship	Readington Middle School/ Caroline Ratanski & Olivia Young	10/23/24-12/21/24
Ashley Vanatta	Hunterdon County Polytech/Internship	Readington Middle School/ Caroline Ratanski & Olivia Young	10/23/24-12/21/24
Olivia O'Neil	Hunterdon County Polytech/Internship	Readington Middle School/ Caroline Ratanski & Olivia Young	10/23/24-12/21/24

4.03 Motion to adopt the following additional field trips for the 2024-2025 school year:

SCHOOL/GROUP/GRADE	TRIP	LOCATION	APPROXIMATE COST TO PARENT
HBS/Grade 4	RVCC Theatre	Branchburg	\$13.00
HBS/Grade 5	RVCC Planetarium	Branchburg	\$16.00
HBS/Grade 5 Instrumental	RMS	Readington	- 0 -
HBS/Grade 5 Orchestra	RMS	Readington	- 0 -
TBS/Preschool	Melick's Orchard	Oldwick	\$10.00
BP/Preschool	Schaefer Farms	Readington	\$16.00
TBS/Grade 1	Turtle Back Zoo	West Orange	\$20.00
SLC/Preschool	TBS	Readington	-0-

- |      |   |
|------|---|
| 4.04 | Motion to approve Shelly Ozdamar, as a professional service appointment, from Summit Speech School to provide Audiology Services for the 2024-2025 school at a rate of \$250.00 per hour for Consultation and \$250.00 for Diagnostic report review and recommendation. |
| 4.05 | Motion to ratify and approve Silvergate Prep for student S-280, to provide home instruction starting October 2, 2024, for 10 hours a week, at \$50 per hour, not to exceed 60 days.   |
| 4.06 | Motion to approve all intra-district buildings and preschool field trips relating to curriculum with no cost to parents for the 2024-2025 school year.  |

## E. PERSONNEL

**Committee Report:** Mrs. Wolf provided minutes of the meeting held on September 18, 2024.

5. Motion to adopt 5.01 - 5.18

**Motion: Mrs. Wolf**

**2nd: Mrs. Podgorski**

**Roll Call Vote: Carried 9 Yes**

- 5.01 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teacher/Aide/Nurse/Bus Driver for the 2024-2025 school year, paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

NAME	POSITION
Cinzia Molini	Substitute Aide
Melanie Cholish	Substitute Teacher/Aide
Dominick Sanguiliano	Substitute Teacher/Aide
Glenn Ciripompa	Substitute Teacher/Aide
Ambica Avancha	Substitute Aide
Dina Bolan	Substitute Teacher/Aide
Holly Vandal	Substitute Aide
Julia Friedhoff	Substitute Teacher/Aide
Holly Swan	Substitute Aide

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Barbara Tofte	Preschool Bus Aide (Transp) 40-06-D3/bcw	\$25.00/hr.	10/07/2024 - 06/30/2025
Glenn Ciripompa	Bus Driver (Trans) 80-06-D6/anw	\$36,733.95 Step 10 (prorated)	10/07/2024 - 06/30/2025
Grace Curran	Preschool Bus Aide (WHS) 40-06-D3/bcx	\$25.00/hr.	10/07/2024 - 06/30/2025

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Lori Scarrino	Preschool Bus Aide (Transp) 40-06-D3/bcy PT Cafe Aide (RMS) 40-01-D3/bcu	\$25.00/hr.  \$16.00/hr. Step 1	10/18/2024 - 06/30/2025
Kristina Garcia	Preschool Bus Aide (Transp) new position	\$25.00/hr.	10/16/2024 - 06/30/2025
Wanda Figueroa	Preschool Bus Aide (Transp) new position	\$25.00/hr.	10/16/2024 - 06/30/2025
Diana Stone	Preschool Bus Aide (Transp) new position	\$25.00/hr.	10/21/2024 - 06/30/2025
Sheetal Kairawala	Preschool Bus Aide (Transp) 40-06-D3/bcy	\$25.00/hr.	10/16/2024 - 06/30/2025
Clyde Patterson	Bus Driver (Transp) 80-06-D6/anx	\$45,974.00 Step 11 (prorated)	10/16/2024 - 06/30/2025
Rawaa Mohammed Muneer	Preschool Bus Aide (Transp) new position Cafe Aide (WHS) new Position	\$25.00/hr.  \$16.00/hr. Step 1	10/16/2024 - 06/30/2025
Holly Swan	Preschool Bus Aide (Transp) new position Cafe Aide (TBS) new position	\$25.00/hr.  \$16.00/hr. Step 1	10/16/2024 - 06/30/2025

5.04 Motion to accept the Superintendent's recommendation to approve the following revised job description:  
(Attachment 5.04)

- Job Description 4415 - Bus Aide

5.05 Motion to accept the Superintendent's recommendation and approve stipend payments for the attached list of teachers facilitating 2024 Fall Teacher Academy sessions.  
(Attachment 5.05)

5.06 Motion to amend motion 5.10 from the September 10, 2024, agenda as follows:

ADVISOR	CLUB	STIPEND
From: Samantha Lestrangle To: Darian Hampton	Chorus	\$1,755.00

5.07 Motion to amend motion 5.12 from the July 23, 2024 agenda as follows:

STAFF MEMBER	SEASON	STIPEND POSITION
From: Colleen Caballero To: Marybeth Schwartz	Winter	Cheerleading Head Coach
From: Marybeth Schwartz To: Colleen Caballero	Winter	Cheerleading Assistant Coach

5.08 Motion to approve Colleen Ogden as A.M. Homework Room Advisor for Holland Brook School for the 2024-2025 school year at the contractual rate.

5.09 Motion to ratify and approve and Sheryl Ottenstroer as a bus aide for student, S-093, not to exceed 10 hours per week, from September 4, 2024 through September 27, 2024 at the contractual rate.

5.10 Motion to approve, Sheryl Ottenstroer, as Chaperone, to attend gaming club with student, S-008, from October through June, not to exceed 20 hours, at the contractual rate.

5.11 Motion to ratify and approve Renee Delia as a bus aide for student, S-093, not to exceed 10 hours per week, from September through June at the contractual rate.

5.12 Motion to ratify and approve extra pay for additional training on October 14-15, 2024 for the attached list of paraprofessionals, at the contractual rate, not to exceed 6.5 hours as approved and directed by the Director of Pupil Services.  
(Attachment 5.12)

5.13 Motion to approve Denise Hawkins, as Chaperone, to attend art club with student S-253. from October through March, not to exceed 20 hours, at the contractual rate.

5.14 Motion to approve Ann Romano to chaperone, student S-159, to attend Theater Club, from November through February, not to exceed 15 hours, at the contractual rate.

5.15 Motion to approve Nicole Smith, Kathy Hunter, and Donna Giummo, preschool paraprofessionals to attend preschool department meetings, from October through June, not to exceed 10 hours, at their contractual rate.

5.16 Motion to approve Heather Gibbons to present, "The Roles of the Child Study Team", at SEPAG meeting, not to exceed 3 hours, at the contractual rate.

5.17 Motion to amend motion 5.12 from the August 20, 2024 agenda, and approve the attached list of Bus Driver and Cafeteria Aide hours for the 2024-2025 school year.  
(Attachment 5.17)

- 5.18 Motion to approve the attached list of preschool bus aide substitutes.  
(Attachment 5.18)

## **F. COMMUNICATION**

**Committee Report:** Mr. Peach provided minutes of the meeting held on September 18, 2024.

6. Motion to adopt 6.01

**Motion: Mrs. Fiore**

**2<sup>nd</sup>: Mrs. Podgorski**

**Roll Call Vote: Carried 9 Yes**

- 6.01 Motion to accept the Superintendent's recommendation and adopt the following policies for first reading:  
(Attachment 6.01)

- Policy 3160 – Physical Examination
- Policy 4160 – Physical Examination
- Policy 5337 – Service Animals
- Policy 8420 – Emergency and Crisis Situations

## **IX. UNFINISHED BUSINESS**

- Board members discussed the cell phone policy and desire to discuss further in Committee meetings.

## **X. NEW BUSINESS FROM BOARD**

- Mrs. Fiore provided minutes of the from the Green Committee meeting held on September 26, 2024.
  - Mrs. Fiore shared the State of NJ awarded two (2) more electric school buses and chargers to the district.
- Mrs. Wolf, shared H.S.A. meeting minutes of the new staff luncheon, new family welcome, homeroom representative meetings, clothing drive, kids night out, among more. The H.S.A. is seeking volunteers!

## **XI. OPEN TO THE PUBLIC**

- A community member, shared information and congratulated Readington Township on the State of NJ's public announcement regarding electric school bus grant in the amount of \$840K for 2 school buses and 2 electric chargers. Thank you board for all the hard work.

## **XII. ADJOURNMENT - 9:25 p.m.**

**Motion: Mrs. Fiore**

**2<sup>nd</sup>: Mrs. Podgorski**

**Roll Call Vote: Carried 9 Yes**

Respectfully submitted,

**Mr. Jason M. Bohm**  
**Business Administrator/Board Secretary**

**Dr. Camille Cerciello**  
**President, Board of Education**