

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 7:00 p.m.
April 30, 2019

MINUTES

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:

Jared Beatrice		Ray Egbert		Carol Hample	
Robyn Mikaelian		Andrew Saunders		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

Present: Ray Egbert, Carol Hample, Robyn Mikaelian, Eric Zwerling, Anna Shinn, Laura Simon

Absent: Jared Beatrice, Andrew Saunders, Thomas Wallace

Flag Salute

Superintendent's Report

- Dr. Hart congratulated HBS for achieving a Green Ribbon award, a designation that only 22 schools in the entire State of New Jersey have received to date. Our district now has 3 of our 4 schools as Green Ribbon recipients which include HBS, TBS and WHS. Dr. Hart provided a certificate of recognition to Paul Nigro, Dr. Joyce McGibbon, Don Race and Jodi Bettermann for their tremendous efforts. Paul Nigro, HBS Principal, provided kind words thanking key personnel for their hard work.
- Dr. Hart provided an update on the 2019-2020 budget that was recently approved by the County without modification. It is on the agenda for the final adoption.
- Dr. Hart provided a presentation on the Superintendent Goals for the 2018-2019 school year and their status. The goals include to 1). enhance the social emotional learning program, 2). identify areas of safety and security that require updating and develop plans for increased security, 3). expand community partnerships and communication with various groups associated with the district and 4). complete the Superintendent Residency Program. Dr. Hart thanked staff, students and members of the community for their assistance in making these goals possible.

Tom Wallace arrived at 7:15 pm.

OPEN TO THE PUBLIC (LIMITED TO ACTION ITEMS ON THE AGENDA)

- Wayne Doran, resident, provided thoughts on the Branchburg Board of Education part-time transportation clerk the district shares becoming full-time. He recommended the hiring of more bus drivers or substitute bus drivers in lieu of the current action.
- Christine Crielly, RMS Guidance Counselor, provided thoughts on the job description for the position of Supervisor of Curriculum & Instruction (SEL and Special Projects), resolution 5.05 on the agenda. Enhancements suggested included making the criteria for application more robust and being more detailed/modifying the job description. She asked the board to be thoughtful and perform due diligence given their role before any vote on the resolution.

CORRESPONDENCE

- T.Y. Email - Student Matter

ADMINISTRATIVE REPORTS

Motion to adopt 1.01

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 7 Yes

1.01 RMS Discipline Report January 31 - April 5, 2019

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mr. Wallace Second: Mrs. Shinn Roll Call Vote: Carried 7 Yes

2.01 Motion to approve the Meeting Minutes April 9, 2019.

2.02 Motion to approve the Executive Session Meeting Minutes April 9, 2019.

FINANCE/FACILITIES

Committee Report - Ray Egbert provided provided minutes from a meeting held on April 16, 2019.

Motion to adopt 3.01- 3.07

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 7 Yes
(Mrs. Simon and Mrs. Shinn abstained 3.03)

3.01 Motion to approve the **Bill List** for the period from **April 11, 2019** through **May 1, 2019** for a total amount of **\$155,432.88**.
(Attachment 3.01)

- 3.02 Motion to approve **District Travel Schedule as of April 30, 2019** for a total amount of **\$3,581.79**.
(Attachment 3.02)

- 3.03 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education ("Board") seeks to increase security at schools; and

WHEREAS the Board has funding in its General Fund for a security project; and

WHEREAS there is proprietary software designed by Critical Response Group, Inc. to prepare district-wide security mapping and real-time access for first responders; and

WHEREAS the use of a different vendor and/or software for the security project would unnecessarily escalate the costs and lose the interconnectability with local first responders and the County of Hunterdon who have this proprietary software installed, defeating the purpose of public contracting laws;

NOW, THEREFORE BE IT RESOLVED that the Board hereby authorizes the proprietary purchase of district-wide mapping services not to exceed \$11,000.00 from an authorized vendor for Critical Response Group, Inc. software to effectuate this means.

- 3.04 Resolved to renew the District's employee insurance benefits with AmeriHealth and Horizon Dental for the 2019-20 school year.
(Attachment 3.04)

- 3.05 Motion to approve the following resolution adopting the 2019-20 Budget:
BE IT RESOLVED that the budget be approved for the 2019-20 School Year and that the Superintendent and the SBA/Board Secretary be authorized to implement the following final budget and present the A4F request of school taxes to the Township of Readington.
(Attachment 3.05)

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL 2019-20</u>
Total Expenditures	34,004,963	389,650	2,010,376	36,404,989
Less: Anticipated Revenues	4,438,511	389,650	9,506	4,837,667
Taxes to be Raised	29,566,452	0	2,000,870	31,567,322

3.06 **Approval of the Adoption of Tuition Rates for 2019-20**

BE IT RESOLVED to establish the following tentative tuition rates for the 2019-20 school year:

Kindergarten	\$18,883
Grades 1-5	\$20,423
Grades 6-8	\$21,098
*Learning Language Disabled	\$31,358
*Autism	\$102,456
*Preschool Disabled (part time)	\$16,148
*Preschool Disabled (full time)	\$37,908

** Rates listed subject to modification based on actual needs required for the Individualized Educational Plan of the student(s).*

3.07 **WHEREAS**, the Readington Township Board of Education ("the Board") advertised for bids for the Security Vestibule Renovations Project at Readington Middle School, Holland Brook School, Whitehouse School, and Three Bridges School ("Project"); and

WHEREAS, on April 24, 2019, the Board received bids for the Project as set forth in the attached bid tabulation; and

WHEREAS, the low bidder, DeSapio Construction, Inc. ("DeSapio Construction"), submitted a base bid in the amount of \$792,400, together with Alternate No. 1 in the amount of \$5,000, for a total contract sum of \$797,400; and

WHEREAS, the bid submitted by DeSapio Construction is responsive in all material respects and it is the Board's desire to award the contract for the Project to DeSapio Construction.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Board hereby awards the contract for the Project to DeSapio Construction in a total contract amount of \$797,400.
2. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with

the terms contained in the bid documents approved by the Board for the Project. 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.

EDUCATION/TECHNOLOGY

Committee Report - None

Motion to adopt 4.01- 4.07

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 7 Yes

(Mrs. Hample abstained 4.05)

4.01 Motion to adopt the following additional field trip for the 2018-2019 school year:

SCHOOL	GROUP	TRIP	LOCATION	COST TO PARENT
RMS	Grade 6	Solberg Airport	Readington	\$0.00

4.02 Motion to approve and ratify home instruction for student H-184 effective April 4, 2019 through June 4, 2019.

4.03 Motion to approve and ratify home instruction services for student H-191. Services to be provided by Professional Education Services, Inc. for 5 hours per week at a rate of \$30.00 per hour.

4.04 Motion to approve the following novels for the 2018-2019 school year:

BOOK TITLE	GRADE
<i>The Iron Trial</i>	6 th Grade Honors
<i>The War Below</i>	6 th Grade Honors

4.05 Motion to apply for and accept the following grants:

SCHOOL	FROM	AMOUNT	USED FOR
RMS	Future City of New Jersey	\$400.00	STEM supplies - Mrs. Freeman's enrichment and gifted & talented class
HBS	HSA	\$44.97	Pods - Mrs. Haberkern's 5th grade class
HBS	HSA	\$129.86	Chairs - Mrs. Padavano's 4th grade class
HBS	HSA	\$1150.00	Marker Tables - Mrs. Winter's 5th grade class

4.06 Motion to accept the Superintendent's recommendation and approve the following student placement in the Readington Township School District:

STUDENT	SCHOOL/PROGRAM	COOPERATING TEACHER/SCHOOL	EFFECTIVE DATES
Emiri Shintani	Rutgers University-Mason Gross School of the Arts/Student Teaching	Laurie Levesque/TBS (Fall) John Hylkema/RMS (Spring)	Fall Semester 2019 – 2 Days a Week Spring Semester 2020 – 5 Days a Week

4.07 Motion to approve Hunterdon County ESC to provide Nursing Services on an as needed basis from May 1- June 30, 2019 at a rate of \$50.00 per hour for a Registered Nurse and \$65.00 per hour for a Certified School Nurse, and to authorize the Business Administrator to execute contract for said services including trip coverage.
(Attachment 4.07)

PERSONNEL

Committee Report - Anna Shinn provided minutes for the meeting held on April 17, 2019.

There was a great deal of conversation on resolution 5.05. Ultimately, it was determined to keep all resolutions as-is for voting and revisit the job description of Supervisor of Curriculum & Instruction (SEL and Special Projects) if necessary in future board meetings after further dialogue and research occurs in a sub-committee and at the district-level.

Motion to adopt 5.01 - 5.06

Motion: Mr. Wallace Second: Mrs. Shinn Roll Call Vote: Carried 7 Yes

5.01 Motion to approve and ratify Gargi Adhikari and Catherine Patrick to provide home instruction for student H-184 for 10 hours per week collectively at their contractual rate.

5.02 Motion to approve Jill Komosinski, Substitute Nurse, to attend the RMS dinner dance on June 7, 2019 at her contractual rate not to exceed 5 hours.

5.03 Motion to approve the following chaperones for school events at Readington Middle School at their contractual rate for the 2018-2019 school year:

Victoria Fulmer	Charlyn Lynch
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5.04 Motion to approve the attached salary guide for Transportation Bus Aide/Cafeteria Aide starting July 1, 2019.
(Attachment 5.04)

5.05 Motion to approve the following new job descriptions:
(Attachment 5.05)
- Supervisor of Curriculum & Instruction (SEL and Special Projects)
- Literacy Coach
- Math Coach

5.06 Motion to amend the following job description:
(Attachment 5.06)
- Supervisor of Special Services

COMMUNICATION

Committee Report - None

UNFINISHED BUSINESS

- Affordable housing - The board previously inquired if a member from the Township would present at a public school board meeting information on future housing and impact on enrollment. Dr. Hart highlighted the Township had hired a consultant and attorneys to perform their public presentations given context of matter making it difficult for a member of the Township to directly present, as well as costs involved. However, a thorough presentation, video recording, minutes and the master plan are available to the public on the Township's website.

- Green Committee Meeting minutes were provided by Eric Zwerling. Minutes included:
 - Students with Betsy Freeman, RMS Teacher, presenting a project on gardening relating to recent grants received and awarded.
 - Jodi Bettermann providing an overview of solar energy being generated by the district, which is low compared to projections but primarily due to inverters flooding at HBS in the detention basin and metering problems, which have since mostly been resolved. Ameresco is looking into raising the inverters to protect the equipment, and the board also has contractual guarantees every 5 years if performance is not met.
 - Planting date is scheduled for late May at the HBS habitat with students, staff and volunteers. Efforts will primarily be to protect current plantings. Next school year it was suggested for students and staff to help design the long-term plans for the HBS habitat and potentially meet requirements to be a Certified Wildlife Habitat.

NEW BUSINESS FROM BOARD

- Memorial Day - Wayne Doran, former board member, had in prior years organized the effort to represent the board publicly at Memorial Day activities in the Township. Laura Simon asked for volunteers from current board members; however none explicitly committed at this time. Further, if moved forward, it was suggested appropriate materials, banner, and so forth accompany those attending to make the effort more successful.
- School Board Security Conference - Thomas Wallace highlighted a security event sponsored by NJSBA on June 7 for those interested to attend.

OPEN TO THE PUBLIC

- Christine Crielly wanted to thank everyone for a thorough conversation at the board level during the Personnel section of the agenda, and looks forward to working with administration/board members in coming weeks.
- Wayne Doran, resident, suggested modifying the angle of the live stream so online viewers could see all board members and the presentation. Further, he provided background on past Memorial Day activities and history, encouraging new members to reach out to the community in effective ways with appropriate materials.

EXECUTIVE SESSION - 8:11 p.m.

Motion: Mrs. Shinn Second: Mr. Egbert Roll Call Vote: Carried 7 Yes

ROLL CALL:

Jared Beatrice		Ray Egbert		Carol Hample	
Robyn Mikaelian		Andrew Saunders		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 Superintendent's evaluation for approximately 30 minutes at which time the Board expects to return to Public Session where no 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 - 8:20 p.m.

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 7 Yes

ADJOURNMENT

Motion to Adjourn at 8:20pm

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 7 Yes

Respectfully submitted,

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

**Laura Simon
Board President**