

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room

Regular Meeting 5:00 p.m.

July 25, 2017

MINUTES

Call to Order by Board President – Open Public Meetings Act – Roll Call

Laura Simon called the meeting to order at 5:00 p.m. and announce 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: Christopher Allen (arrived at 5:02 p.m.), Wayne Doran, Ray Egbert, Cheryl Filler, Melissa Szanto,
Eric Zwerling, Anna Shinn, Laura Simon

Also Present: William DeFabiis, Interim Superintendent, Jason M. Bohm, Business Administrator/Board Secretary

Absent: Thomas Wallace

Flag Salute

SUPERINTENDENT'S REPORT

- Dr. DeFabiis expressed his excitement for joining the district and looking forward to the year.
- Karen Tucker, Supervisor of Pupil Services, presented the self-assessment grades under the Anti-Bullying Bill of Rights for the 2016-17 school year.

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

- None

CORRESPONDENCE

- None

ADMINISTRATIVE REPORTS

Motion to adopt 1.01

Motion: Mr. Egbert

Second: Mrs. Shinn

Roll Call Vote: Carried -8 Yes

1.01 Enrollment and Drill Report

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mrs. Shinn

Second: Mr. Egbert

Roll Call Vote: Carried -7 Yes

(Mr. Zwerling abstained on 2.01 - 2.02)

2.01 Motion to approve the Meeting Minutes June 27, 2017.

2.02 Motion to approve the Executive Minutes June 27, 2017.

FINANCE/FACILITIES

Committee Report – Mr. Egbert provided a report of the meeting held on July 18, 2017.

Motion to adopt 3.01 - 3.16

Motion: Mr. Egbert

Second: Mr. Doran

Roll Call Vote: Carried -8 Yes

3.01 Motion to approve the **Bill List** for the period from **June 29, 2017** through **June 30, 2017** for a total amount of **\$616,967.98**. (Attachment 3.01)

3.02 Motion to approve the **Bill List** for the period from **July 1, 2017** through **July 26, 2017** for a total amount of **\$4,049,321.21**. (Attachment 3.02)

3.03 Motion to approve **District Travel Schedule July 25, 2017** for a total amount of **\$6,968.87**. (Attachment 3.03)

3.04 Motion to approve the following **Account Transfers** for **June 1, 2017** through **June 30, 2017**. (Attachment 3.04-3.04a)

- 3.05 Motion to submit the following for year 2017-2018 grant application and acceptance of funds:

IDEA:

Basic \$363,743

Preschool \$13,281

- 3.06 Motion to approve Hunterdon County Educational Services Commission to provide Speech Services for the Extended School Year Program, from July 5 - 13, 2017, for 4 hours a day, at a rate of \$110 hour.

- 3.07 Resolved to approve the following 2017-18 Transportation Jointure Contract:

<u>Host</u>	<u>Joiner</u>	<u>Route #</u>	<u>Destination</u>	<u>Cost</u>
Clinton Twp.	Readington Twp.	M5	Clinton Twp. Middle School	\$880.00

- 3.08 Motion to approve the attached Shared Services Agreement for Board Certified Behavior Analyst Services between the Readington Township Board of Education and Hunterdon Central Regional High School Board of Education. (Attachment 3.08)

- 3.09 Motion to approve a tuition and busing rates for non-resident staff members' children to attend Readington Township Preschool for the 2017-2018 school year:

Tuition	\$2,250.00
Busing	\$90.00/per month/per family, for busing within the boundaries of Readington Township only.

- 3.10 Motion to approve the following Resolution:

WHEREAS, the Readington Township Board of Education is in receipt of the Comprehensive Annual Financial Report FY 2015-16 (CAFR) and the Auditor's Management Report as prepared and submitted by Bedard, Kurowicki & Co., CPA and

WHEREAS, the Board of Education is required to accept the report and approve the corrective action plans for any recommendations from the auditing firm,

NOW, PREVIOUSLY BE IT RESOLVED that the Readington Township Board of Education accepted and filed with the Department of Education the Comprehensive Annual Financial Report and Management Report on Administrative Compliance and Performance for the Fiscal Year Ended June 30, 2016 and now approves the certification of implementation for the corrective action plan for the recommendations in the report:

Recommendation 2016-1: The district should implement procedures to ensure that the verification of payroll check distribution procedure is performed within the required 3-year time frame.

Corrective Action: The annual pay schedule that is used by the business office will include a section for entering the verification of payroll check distribution noting that the last verification was conducted on October 15, 2016.

Implemented Corrective Action The annual pay schedule that is used by the business office included a section for entering the verification of payroll check distribution.

Recommendation 2016-2: The District Report of Transported Resident Students should be properly completed to ensure that all transported students are reported correctly.

Corrective Action: The School Business Administrator will be responsible for review of the Annual District Report of Transported Resident Students prior to submission to ensure accuracy and completion of all areas of the report.

Implemented Corrective Action: The School Business Administrator reviewed the Annual District Report of Transported Resident Students prior to submission to ensure accuracy and completion of all areas of the report.

- 3.11 Motion to approve change order for Three Bridges School bathroom project:

CO-01	shut off valve installation for demolition	\$1,394.13
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(Attachment 3.11)

- 3.12 Motion to accept 2016-17 State Extraordinary Special Education Aid in the amount of \$169,386. (Attachment 3.12)

- 3.13 Motion to accept the final laboratory results of lead testing.
- 3.14 Motion to submit a reimbursement application from the state of New Jersey for lead testing sampling and lab results for the 2016-2017 school year.
- 3.15 Motion to accept funding from Schools Development Authority for roofing to Three Bridges School in the amount of \$247,589.98 and Whitehouse School in the amount of \$147,659.19.
- 3.16 Motion to approve a professional development trip to Hunterdon Central Regional High School for 187 persons at \$11.00 per person, totaling \$2,057.00. Additional busing to be paid at bus drivers' contractual rate.

EDUCATION/TECHNOLOGY

Committee Report - Mrs. Shinn provided a report of the meeting held on July 20, 2017.

Motion to adopt 4.01 - 4.06

Motion: Mrs. Shinn

Second: Mr. Doran

Roll Call Vote: Carried -8 Yes

ROLL CALL:

Christopher Allen		Wayne Doran		Ray Egbert	
Cheryl Filler		Melissa Szanto		Thomas Wallace	
Eric Zwerling		Anna Shinn		Laura Simon	

- 4.01 Motion to approve the 2017-2018 Level One Services from the New Jersey Commission for the Blind and Visually Impaired for the following students at a cost of \$1,900 per student:

S-031	S-177
S-148	S-149
S-129	

4.02 Motion to accept donation from the Readington Township Home and School Association for \$754 to go towards a project directly to the RMS 7th grade science curriculum.

4.03 Motion to apply for and accept the following two grants:

1. A wellness grant funded by the NJ DOH for the soft fitness room at RMS in the amount of \$4,000.
2. A district grant funded by the Gardinier Environmental Fund for mobile energy labs at each school and the Sustainable World elective class at RMS in the amount of \$10,000. (Attachment 4.03 – 4.03d)

4.04 Motion to approve the following tuition agreements for the following students to attend the designated out of district programs for the 2017-2018 school year at the noted cost:

Student Number	School Name	ESY Tuition	School Year Tuition
S-189	The Arc Kohler School	\$12,116.28	\$69,026.08
S-189	The Arc Kohler School 1:1 Personal Aide	\$4,455.00	\$25,380.00
S-073	Montgomery Academy	\$6,841.40	\$61,572.60
S-186	Somerset Hills Learning Institute	\$15,361.30	\$95,346.00
S-175	Summit Speech School	\$8,700.00	\$52,200.00
S-188	Summit Speech School	\$8,700.00	\$52,200.00
S-109	The Midland School	\$9,683.70	\$58,102.20
S-055	The Calais School	\$10,326.60	\$61,959.60
S-190	The Calais School	\$10,326.60	\$61,959.60
S-129	LakeviewSchool	\$14,167.20	\$85,003.20

- 4.05 Motion to approve Delta-T Group to provide licensed practical nursing (LPN) services, inclusive of ESY services, at an hourly rate of \$29.70 for out of district student S-031. This agreement is for a 1:1 nurse aide on the bus and in the classroom for the 2017-2018 school year.
- 4.06 Motion to approve Douglas Developmental Center/Outreach to conduct Functional Behavioral Assessments on an as needed basis for the 2017-2018 school year at a rate of \$2,800.

PERSONNEL

Committee Report – Mrs. Szanto provided a report of the meeting on June 23, 2017.

Motion to adopt 5.01 - 5.13

Motion: Mrs. Szanto Second: Mrs. Shinn Roll Call Vote: Carried -8 Yes

- 5.01 Motion to approve Jim Casertano and Paul Yunos as RMS Athletic Coordinators for the 2017-2018 school year at a stipend of \$6,000 each.
- 5.02 Motion to approve the following RMS coaching assignments for Fall 2017 sports:

SPORT	NAME	STIPEND
Boys Soccer A	David deVelder	\$4,500
Boys Soccer B	Jose Fernandez	\$3,800
Girls Soccer A	Courtney Calamito	\$4,500
Girls Soccer B	Megan Grocholske	\$3,800
Field Hockey A	Blair Alber	\$4,500

Field Hockey B	Jennelle Barbiche-Dahler	\$3,800
Boys Cross Country	Ryan Newcamp	\$4,500
Girls Cross Country	Janet Howard	\$4,500
Volleyball A	Stephanie Sperone	\$4,500
Volleyball B	Kathryn MacDade	\$3,800

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

Name	Position	Salary	Effective Dates
Carolyn Starr	Teacher/French (RMS) 20-01-D2/aff	\$55,340 BA Step 4	9/1/2017 - 6/30/2018
Kerri Horvath	Teacher/2nd grade (WHS) 20-04-D2/adf	\$54,320 BA Step 2	9/1/2017 - 6/30/2018
Michael McGowen	Teacher/Special Ed (HBS) 20-02-D2/aai	\$60,540 MA Step 4	9/1/2017 - 6/30/2018

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

Name	Position	Salary/Step	Effective Date
Colleen Caballero	Teacher/Spanish (RMS) 20-01-D2/afl	\$68,390 MA Step 13	9/1/2017 - 6/30/2018

Christopher Marion	Teacher/ G&T (RMS & HBS) 20-01-D2/abc	\$61,050 MA Step 7	9/1/2017 - 6/30/2018
Sharon Cerverizzo	Teacher/2nd grade (WHS) 20-04-D2/adf	\$59,010 MA Step 1	9/1/2017 - 6/30/2018
Anne Romano	Media Specialist (TBS) 20-03-D2/ajq	\$55,920 BA+15 Step 2	9/1/2017 – 6/30/2018
Allison Lovering	Teacher/Language Arts (RMS) 20-01-D2/afc	\$61,050 MA Step 7	9/1/2017 – 6/30/2018
Megan Sloan	Teacher/Special Education (HBS) 20-03/D2/aiw	\$54,830 BA Step 3	9/1/2017 – 6/30/2018

5.05 Motion to amend motion 5.16 on the May 9, 2017 agenda to substitute Shaina Mirsky to facilitate "Welcome to HBS" summer enrichment program (July 10-13 session) and to substitute Michele Krayem to facilitate "Welcome to HBS" summer enrichment program (July 17-20 session) at a stipend of \$240.00 each, both replacing Linda Rakowitz.

5.06 Motion to amend motion 5.16 on the May 9, 2017 agenda to correct Stacey Skene's stipend for "Welcome to RMS" (July 10-13 and July 17-20, 2017 sessions) to read \$300.00 per session (previously approved as \$240.00 per session).

5.07 Motion to accept the following resignations:

NAME	POSITION	EFFECTIVE DATE
Juanita Hromoho	Bus Driver 80-06-D6/aof	July 27, 2017
Emerald Ridente	Bus Driver 80-06-D6/anz Cafeteria Aide (RMS) 40-01-D3/akq	July 18, 2017

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

NAME	POSITION	EFFECTIVE DATE
Mary Fuchs	Teacher/Special Ed (RMS) 20-01-D2/ahu	10/01/2017

- 5.09 Motion to approve the following Special Education Chaperones at Readington Middle School at a rate of \$25/hr., not to exceed \$1,750 each.

Denise Hawkins	Cross Country
Shaina Mirsky	Cross Country
Mallory Barber	Boys Soccer

- 5.10 RESOLVED that the Board hereby affirms the Superintendent's recommendation to terminate the employment contract for the following employee in accordance with the thirty (30) day notice provision contained in the employee's contract.

Name	Position	Salary	Effective Dates
Deborah Andreoni	Nurse/Transp.Aide 40-05-P9/axd	\$37,148	09/01/2017 - 06/30/2018

- 5.11 Motion to approve the following resolution:

WHEREAS, on June 13, 2017, the Readington Township Board of Education (hereinafter referred to as the "Board") adopted a resolution to approve the appointment of Alexandra Dougherty as a Board Certified Behavior Analyst (hereinafter referred to as the "BCBA") to be effective from July 1, 2017 to June 30, 2018; and

WHEREAS, the Board desires to amend the resolution to reflect the corrected contract term of September 1, 2017 to June 30, 2018.

NOW THEREFORE, IT IS HEREBY RESOLVED that the June 13, 2017 resolution approving the appointment of Alexandra Dougherty as the BCBA is hereby amended to reflect the correct contract term of September 1, 2017 to June 30, 2018 and to include ESY rate of \$56.57 per hour.

- 5.12 Motion to accept the Superintendent's recommendation and approve the following Leave Replacement appointment:

Name	Position	Salary/Step	Effective Date
Jennifer Sharo	Teacher/Special Education (HBS) 20-03-D2/asm	\$54,320 BA Step 2	9/1/2017 – 6/30/2018

- 5.13 Motion to authorize the Interim Superintendent to hire intermittently using the Personnel Committee approval with subsequent ratification at the next scheduled Board meeting.

COMMUNICATIONS

Committee Report - None

Motion to adopt 6.01

Motion: Mr. Doran

Second: Mrs. Shinn

Roll Call Vote: Carried -8 Yes

- 6.01 Motion to accept the Superintendent's recommendation to approve for second reading and adopt the following policies and regulations:

- Policy 1240 Evaluation of Superintendent
- Regulation 1240 Evaluation of Superintendent
- Policy 151 Board of Education Website Accessibility
- Policy 3126 District Mentoring Program
- Regulation 3126 District Mentoring Program
- Policy 3221 Evaluation of Teachers
- Regulation 3221 Evaluation of Teachers
- Policy 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Policy 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Policy 3224 Evaluation of Principals, Vice Principals, and Assistant Principals

- Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- Policy 3240 Professional Development for Teachers and School Leaders
- Regulation 3240 Professional Development for Teachers and School Leaders
- Policy 3321 Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
- Policy 5610 Suspension
- Regulation 5610 Suspension
- Policy 5620 Expulsion
- Policy 7424 Bed Bugs
- Regulation 7424 Bed Bugs
- Policy 7461 District Sustainability Policy
- Policy 8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods
- Policy 8550 Unpaid Meal Charges/Outstanding Food Service Charges

UNFINISHED BUSINESS

- None

NEW BUSINESS FROM BOARD

- None

OPEN TO THE PUBLIC

- None

EXECUTIVE SESSION 5:40 p.m.

Motion: Mrs. Szanto

Second: Mrs. Shinn

Roll Call Vote: Carried -8 Yes

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 the Superintendent search and negotiations for approximately 30 minutes at which time the Board expects to return to Public Session with no action to 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.

At 6:00 p.m. Mr. Bohm came into the public indicating the Board expects to be in Executive Session for another 1 hour and 10 minutes.

RETURN TO PUBLIC SESSION 7:20 pm

Motion: Mrs. Shinn

Second: Mr. Allen

Roll Call Vote: Carried -8 Yes

ADJOURNMENT

Motion to Adjourn at 7:25 pm

Motion: Mrs. Shinn

Second: Mr. Allen

Roll Call Vote: Carried -8 Yes

Respectfully submitted,

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