

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 7:30 p.m.
September 13, 2016

Minutes

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

Chery Filler called the meeting to order at 7:31 p.m. and announced that the meeting was being held in compliance with the Open Public Meetings Act (NJSA 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. Formal action was taken.

Present: Christopher Allen, Wayne Doran, Ray Egbert, William Goodwin, Anna Shinn, Laura Simon, Cheryl Filler

Also Present: Barbara Sargent, Superintendent, Steffi-Jo DeCasas, Business Administrator/Board Secretary

Absent: Melissa Szanto, Eric Zwerling

Flag Salute

EXECUTIVE SESSION 7:33 p.m.

Motion: Mrs. Simon

Second: Mr. Goodwin

Vote: Carried -7 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 interview Interim School Business Administrator for approximately 20 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.

RETURN TO PUBLIC SESSION 8:13 p.m.

SUPERINTENDENT'S REPORT

- Opening of School

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

CORRESPONDENCE

ADMINISTRATIVE REPORTS

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mr. Goodwin

Second: Mr. Doran

Roll Call Vote: Carried -7 yes

2.01 Motion to approve Meeting Minutes August 30, 2016. (Correction by Mr. Goodwin – Mrs. Szanto abstained 5.14)

2.02 Motion to approve Executive Meeting Minutes August 30, 2016

FINANCE/FACILITIES

Committee Report - Mr. Goodwin provided a report covering the meeting held on September 9, 2016.

Motion to adopt 3.01 – 3.04; 3.03 Tabled

Motion: Mr. Goodwin

Second: Mr. Doran

Roll Call Vote: Carried -7 yes

3.01 Motion to approve the **Bill List** for the period from **September 1, 2016** through **September 14, 2016** for a total amount of **\$294,727.90**. (Attachment 3.01)

3.02 Motion to approve **District Travel Schedule September 13, 2016** for a total amount of **\$2,697.70**. (Attachment 3.02)

3.03 **(Tabled until September 27th)**

Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: July 31, 2016 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of July 31, 2016 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.

Steffi-Jo DeCasas, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of July 31, 2016 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 July 31, 2016. (Attachment 3.03 & 3.03a)

3.04 **WHEREAS**, N.J.A.C. 6A:23A-5.3 provides that a school district must be in compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program; and

WHEREAS, the Readington Township Board of Education is compelled to participate in the SEMI Program for Medicaid eligible classified students;

NOW, THEREFORE BE IT

RESOLVED, that the Readington Township Board of Education hereby Authorizes the Business Administrator to submit to the New Jersey Department of Education and New Jersey Treasury Office an appropriate application pursuant to the requirement of N.J.A.C. 6A:23A-5.3. which includes the filing of

- A Data Sharing Agreement with PCG Consulting Group
- The application for a National Provider Identifier Number
- An LEA Assurances and Application for Certification for Special Education Medicaid Initiative Reimbursement System (SEMI)
- An MOU with the Treasury Department

EDUCATION/TECHNOLOGY

Committee Report - Mrs. Shinn reported out on the September 8, 2016 meeting.

Motion to adopt 4.01 - 4.04

Motion: Mrs. Shinn

Second: Mr. Egbert

Roll Call Vote: Carried -7 Yes

4.01 Motion to adopt 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 not 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) attached is a listing of the surplus property to be sold.(Attachment 4.01).

4.02 Motion to approve the following fundraiser:

Fundraiser	School	Date	Recipient of Funds
Barnes and Noble Book Fair	RMS	December 8, 2016 (in store) then 5 days online	RMS Library Media Center

4.03 Motion to approve the following Integrated Preschool Students for the 2016-2017 school year:

482030	853730	510430
318030	299630	336430
229630	322330	751730
342430		

4.04 Motion to adopt the following curriculum: (Attachments 4.04 - 4.04c)

Curriculum
Science Grades 6-8
Literacy Grade 6
Literacy Grade 7
Literacy Grade 8

PERSONNEL

Motion to adopt 5.01 – 5.14

Motion: Mrs. Shinn Second: Mr. Doran

**Roll Call Vote: Carried -7 yes
(Mrs. Simon abstained 5.12)**

ROLL CALL:

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

5.01 Motion to approve the following salary increases in recognition of the following employees' attainment of additional credits for lateral movement per RTEA Guide.

Employee Name	School	Effective Date	From Step	Salary	To Step	Revised Salary	Increase
Bruce Wild	RMS	9/1/2016	MA Step 19	\$81,660	MA+30 Step 19	\$84,460	\$2,800
Courtney Calamito	RMS	9/1/2016	BA+15 Step 9	\$58,860	MA Step 9	\$62,460	\$3,600
Janet Sulick	WHS	9/1/2016	MA Step 14	\$70,185	MA+30 Step 14	\$72,985	\$2,800

Jennelle Barbiche-Dahler	RMS	9/1/2016	BA Step 8	\$56,360	BA+15 Step 8	\$57,960	\$1,600
John Hylkema	RMS	9/1/2016	MA Step 3	\$60,030	MA+30 Step 3	\$62,830	\$2800

- 5.02 Motion to correct the Motion on June 14, 2016 Minutes for Alison Stewart's (Leave Replacement Teacher, Non Tenure Track) salary from \$23,000 to \$26,000 for the 2016-17 school year.

- 5.03 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Diane Cornell	Special Education Aide (RMS) 30-01-D3/axm	08/11/2016

- 5.04 Motion to accept the Superintendent's recommendation and approve the attached list of additional teachers to participate in the 2016 Summer Teacher Academy Program. (Attachment 5.04)

- 5.05 Motion to approve 2016-2017 the attached list of clubs and club advisors for Readington Middle School at the contractual rate. (Attachment 5.05)

- 5.06 Motion to approve the following Readington Middle School teachers as advisors for Homework Rooms for the 2016-2017 school year at a stipend rate of \$25.00 per hour:

Homework Room (AM)	Colleen Ogden Jose Fernandez
Homework Room (PM)	Christopher Kober Meagan-Ashley Menza Colleen Ogden
Homework Room Substitutes	Jillian Tundidor Erica Del Guidice Kristin Poroski Shaina Mirsky Dianna Barkman

	Colleen Ogden (PM) Jose Fernandez (PM) Meagan-Ashley Menza (AM)
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- 5.07 Motion to approve the following Readington Middle School teachers as advisors for Central Office Detention for the 2016-2017 school year at a stipend rate of \$30.00 per hour:

Central Office Detention	Colleen Ogden Lora Petersen Kathleen Ritter
Substitutes for Central Office Detention	Jose Fernandez Jillian Tundidor Erica Del Guidice Kristin Poroski Meagan-Ashley Menza Shaina Mirsky Dianna Barkman

- 5.08 Motion to establish the rate of pay for substitute paraprofessional classroom aides at \$83.00 per diem for the 2016-17 School Year.

- 5.09 Motion to approve Nancy Hill as a substitute Special Education Chaperone for the 2015-2016 school year at a rate of \$25/hour.

- 5.10 Motion to accept the Superintendent's recommendation and approve the following position control changes and designated transfers for the 2016-2017 school year:

Jutta Glauber	Transfer From: To:	30-03-D3/ayo 30-03-D3/avh	(TBS) Kindergarten Aide (TBS) .5 Preschool Aide
Maria Helena Coelho	Transfer From: To:	30-02-D3/ayb 30-02-D3/asa	(HBS) .45 Aide/Special Ed (HBS) Aide/ Special Ed
	Delete	30-01-D3/axp	(RMS) Aide/Special Ed
	Delete	30-01-D3/axn	(RMS) Aide/Special Ed

	Delete	30-02-D3/awh	(HBS) Aide/Special Ed
	Delete	30-02-D3/ayb	(HBS) .45 Aide/Special Ed
	Delete	30-03-D3/avx	(TBS) .5 Aide/Special Ed
	Delete	30-03-D3/akz	(TBS) Aide/Special Ed
	Delete	30-04-D3/awo	(WHS) Aide Special Ed
	Delete	30-04-D3/ayr	(WHS) .5 Aide/Special Ed

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

Name	Position	Salary/Step	Effective Dates
Bernard Karmondi (replacing Steven Struble)	Custodial (BOE) 70-04-D5/apl	\$38,160 Custodial Step 4 (prorated)	9/12/2016 – 6/30/2017

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

Susan Butensky	Substitute Aide
Kathy Payenski	Substitute Aide
Amy Matza	Substitute Teacher/Aide

- 5.13 Motion to approve Gabriel Cherichello as a bus aide to accompany S-301 to/from School for the 2016-2017 School Year at a rate of \$10.19/hr., 2 hours/day effective September 6, 2016.
- 5.14 Motion to approve payment to Sherry Krial for 2016 summer work in accordance with her position as Staff Development Coordinator at her contractual per diem rate for an additional 2 days.

COMMUNICATIONS

Committee Report

Motion to adopt 6.01 - 6.02

Motion: Mrs. Shinn

Second: Mrs. Simon

Roll Call Vote: Carried -7 yes

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

Policy 1220 – Employment of Chief School Administrator
Policy 1310 – Employment of School Business Administrator/Board Secretary
Regulation 2414 – Programs and Services for Students in High Poverty and in High Need School Districts
Policy 3111 – Creating Positions
Policy 3124 – Employment Contract
Policy 3125 – Employment of Teaching Staff Members
Policy 3125.2 – Employment of Substitute Teachers
Policy and Regulation 3126 – District Mentoring Program
Policy 3141 – Resignation
Policy and Regulation 3144 – Certification of Tenure Charges
Policy 3159 – Teaching Staff Member/School District Reporting Responsibilities
Policy and Regulation 3240 – Professional Development for Teachers and School Leaders
Policy and Regulation 3244 – In-Service Training (Abolished)
Policy 4159 – Support Staff Member/School District Reporting Responsibilities
Policy 5305 – Health Services Personnel
Regulation 5330 – Administration of Medication
Policy 5350 – Student Suicide Prevention
Regulation 5350 – Student Suicide
Policy 9541 – Student Teachers/Interns

- 6.02 Motion to accept the Superintendent's recommendation to approve for first reading of the following Policy:

3231 – Outside Employment as Athletic Coach.

UNFINISHED BUSINESS

- Open House Invitation from Assemblyman Zwicker

NEW BUSINESS FROM BOARD

OPEN TO THE PUBLIC

- Parents addressed the board about the bus stop in the Deer Path area.
- Mrs. Potenta addressed the board about employee health insurance.

ADJOURNMENT

Motion: Mrs. Simon

Second: Mrs. Shinn

Vote: Carried -7 Yes

Motion to Adjourn at 9:19 p.m.

Respectfully submitted,

**Steffi-Jo DeCasas
Business Administrator/Board Secretary**