

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 5:00 p.m.
August 28, 2018

MINUTES

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

Laura Simon called the meeting to order at 5:00 pm 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: Wayne Doran, Robyn Mikaelian, Thomas Wallace, Anna Shinn, Laura Simon

Also Present: Jonathan Hart, Superintendent, Jason M. bohms, Business Administrator/Board Secretary

Absent: Ray Egbert, Carol Hample, Melissa Szanto, Eric Zwerling

Flag Salute

Mr. Zwerling arrived at the meeting at 5:15 p.m.

SUPERINTENDENT'S REPORT

Dr. Hart provided the enrollment report of all grades.

Dr. Hart also discussed the opening of school events planned, construction updates and summer cleaning.

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

Wayne Doran asked about status of camera and telephone installations.

CORRESPONDENCE

T.Q. E-mail

M.L. E-mail

ADMINISTRATIVE REPORTS - None

MINUTES

Motion to adopt 2.01

Motion: Mr. Doran

Second: Mrs. Shinn

Roll Call Vote: Carried 5 Yes

2.01 Motion to approve the Meeting Minutes July 24, 2018.

FINANCE/FACILITIES

Committee Report - None

Motion to adopt 3.01 – 3.02; 3.04 – 3.08

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 5 Yes

Motion to adopt 3.03: **3 Yes; 2 No – Did not pass**

3.01 Motion to approve the **Bill List** for the period from **July 26, 2018** through **August 29, 2018** for a total amount of **\$2,220,386.69**.
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule August 28, 2018** for a total amount of **\$6,595.36**.
(Attachment 3.02)

3.03 Motion to ratify the change order for Readington Middle School Detention Basin Retrofit Project.

CHANGE ORDER #	CHANGE	AMOUNT
CO-01	Additional survey activities	\$2,844.52

3.04 Motion to approve the change orders for Readington Middle School Bathrooms.

CHANGE ORDER #	CHANGE	AMOUNT
CO-03	Plaster walls where tile was removed	\$8,200.00
CO-04	Repair conduit severed during slab cutting	\$3,226.14
CO-05	Custodial door, walls and ceilings	\$13,260.00

3.05 Motion to approve standard mileage rates between schools for the 2018-2019 school year. (Attachment 3.05)

3.06 Motion to approve 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 into 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) The surplus property to be sold is student desks and computer tables.

EDUCATION/TECHNOLOGY

Committee Report – Mrs. Shinn provided a report from the meeting held on August 7, 2018.

Motion to adopt 4.01 – 4.08

Motion: Mr. Doran Second: Mrs. Shinn Roll Call Vote: Carried 5 Yes

4.01 Motion to adopt the following curriculum for the 2018-2019 school year:

CURRICULUM
Grade 1 English Language Arts Curriculum
Grade 2 English Language Arts Curriculum
Grade 3 English Language Arts Curriculum
Grade 6-8 Dance
Grade 6-8 Theater
Grade K Math
Grade 1 Math
Grade 2 Math
Grade 3 Math
Grade 3 Honors Math

(Attachments 4.01 – 4.01i)

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

BOOK	GRADE
<i>Trash</i>	6 th Grade
<i>A Mango-Shaped Space</i>	6 th Grade
<i>Age of Miracles</i>	6 th Grade
<i>Coraline</i>	6 th Grade
<i>Harry Potter and the Sorcerer's Stone</i>	6 th Grade
<i>A Dog's Purpose</i>	6 th Grade
<i>Every Soul a Star</i>	6 th Grade
<i>Among the Impostors</i>	6 th Grade
<i>Midnight at the Electric</i>	8 th Grade Honors
<i>Shackles from the Deep</i>	8 th Grade
<i>Matilda Bone</i>	7 th Grade

4.03 Motion to approve the following integrated preschool students for the 2018-2019 school year:

654132	697833	571932
695132	871332	316032
246832	949432	625132
198632	560132	

4.04 Motion to approve an out of district tuition contract for student S-043 for Lakeview School for the 2018-2019 school year in the amount of \$85,437.00.

4.05 Motion to accept the Superintendent's recommendation and approve the following internship placement in the Readington Township School District as follows:

STUDENT INTERN NAME/SCHOOL	COOPERATING SUPERVISOR/SCHOOL	EFFECTIVE DATE
Jennifer Heller/Centenary University	Kristen Higgins/TBS	9/2018 – 12/2018

4.06 Motion to adopt the attached list of field trips for the 2018-2019 school year. (Attachment 4.06)

4.07 Motion to approve the attached list of clubs for Whitehouse School for the 2018-2019 school year. (Attachment 4.07)

- 4.08 Motion to adopt the following list of fundraisers for Holland Brook School for the 2018-2019 school year.

HBS FUNDRAISERS 2018-2019 SCHOOL YEAR
Destination Imagination Snack Sales at RMS/HBS Musicals, Concerts & Cleere Basketball Game
Destination Imagination Raffle
Destination Imagination HBS JAM Dance
Destination Imagination "Off Campus" Local Restaurant Dine-Around Nights
Destination Imagination Holiday Spirit Contest
Destination Imagination "Candy-Grams" at RMS/HBS Musicals & Concerts

(Attachment 4.08)

PERSONNEL

Committee Report – Mrs. Shinn provided a report from the meeting held on August 15, 2018.

Motion to adopt 5.01 – 5.18

Motion: Mr. Wallace Second: Mrs. Shinn Roll Call Vote: Carried 5 Yes

- 5.01 Motion to amend the hourly rate for Julie Kruetzer, Aide/Kindergarten at Three Bridges School, from \$16.92/hr. AIDE NC, Step 1 to \$18.92/hr. AIDE C, Step 1, effective September 1, 2018.

- 5.02 Motion to ratify Geraldine Schuster, Devan DePhillips and Donna DeGrau as substitutes for the 2018 ESY program at the district substitute rate.

- 5.03 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Antoinette Boccuzzi	Aide/Special Ed (WHS) 30-04-D3/aky	August 15, 2018
Patricia Valeo	Bus Driver 80-06-D6/aob	August 14, 2018
Antoinette Riordan	Clerical Aide (RMS) 50-01-D4/amw	On or before 09/05/2018
Sarah Holland	Aide/Special Ed (TBS) 30-03-D3/azq	On or before 09/06/2018

5.04 Motion to authorize the Superintendent to hire personnel until September 11, 2018 upon verbal approval from the Board of Education president and chairperson of the Personnel Committee. The motion for approval of personnel will be brought to the Board for ratification at the next scheduled Board meeting.

5.05 Motion to approve Substitute Rates for the 2018-2019 school year:

SUBSTITUTE POSITION	RATE PER DAY
Teachers	\$95.00
School Nurses	\$150.00
Teacher Aides	\$83.00
Clerical Aides	\$83.00

5.06 Motion to accept the Superintendent's recommendation and ratify the attached list of additional teachers to participate in the 2018 Summer Teacher Academy Program. (Attachment 5.06)

5.07 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teacher/Aide/Nurse/Bus Driver** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements:

NAME	POSITION
Karen Richards	Substitute Nurse
Robert Singleton	Substitute Teacher/Aide
Rose Cordosa	Substitute Aide

5.08 Motion to approve the following mentors for the 2018-2019 school year as follows:

NEW STAFF MEMBER	SCHOOL/POSITION	MENTOR
Curcio, Julie	RMS/Spec Ed Teacher	Spatz, Melissa
Koski, Kimberly	RMS/Spec Ed Teacher	Dahler, Jennelle
Nagel, Jenna	TBS/2 nd Grade Teacher	Dearstyne, Sarah
Patrick, Catherine	HBS/5 th Grade Teacher	Vance, Meryl

5.09 **WHEREAS**, on May 9, 2017 and May 23, 2017 and June 13, 2017, the Readington Township Board of Education reappointed for the 2017-2018 school year teaching staff (tenured and nontenured), paraprofessionals (certified and non-certified), clerical aides, secretaries and custodians, and;

WHEREAS, on occasion the Readington Township Board of Education approved the hiring, termination, resignation and retirement of said employees during the course of the 2017-2018 school year, and;

WHEREAS, the Readington Township Board of Education ratified the 2017-2020 Readington Township Education Association contractual agreement on May 22, 2018;

NOW THEREFORE BE IT RESOLVED, the Readington Township Board of Education hereby ratifies the revised 2017-2018 contractual salaries for said employees adjusted based on the terms contained within the Readington Township Education Association contractual agreement.
(Attachment 5.09-5.09c)

5.10 Motion to approve the Bus Driver hours for the 2018-19 school year.
(Attachment 5.10)

5.11 Motion to approve Kimberly Hunkele as the bus aide for student S-197 for the 2018 - 2019 school year, one hour per day, 181 days, at an hourly rate of \$11.46, step 5.

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Lindsay Capone	Teacher/LA (RMS)	\$62,415 MA Step 5 (prorated)	On or After 09/01/2018 - 06/30/2019
Jennifer Fisch	Bus Driver (Transp)	\$25.50/hr. Step 5	09/01/2018 - 06/30/2019
Jean Fetzer	Aide/Cafeteria (HBS)	\$10.19/hr. 2.5hrs/day Step 1	09/01/2018 - 06/30/2019
Jennifer Fisch	Aide/Cafeteria (RMS)	\$10.19/hr. 2.5hrs/day Step 1	09/01/2018 - 06/30/2019
Diane Krasovec	Nurse (RMS) 20-01-D2/awy	\$56,815 BA Step 5	09/01/2018 - 06/30/2019
Deborah Nazzaro	School Nurse (RMS) 20-01-D2/axa	\$71,585 MA Step 14	09/01/2018 - 06/30/2019

5.14 Motion to ratify the appointment of Geraldine Glackin as Secretary/CST at a salary of \$38,265 (prorated) Step 3, effective August 6, 2018 - June 30, 2019.

5.15 Motion to approve the attached list of chaperones for school events at RMS and WHS at contractual rate per hour for the 2018-2019 school year. (Attachment 5.15)

5.16 Motion to approve the following teacher for leading the Science Fair at Whitehouse School:

TEACHER	SCHOOL	HRS/RATE
Lori Yukniewicz	WHS	2 hours/contractual rate

5.17 Motion to approve the attached list of chaperones for Three Bridges School at contractual rate per hour for the 2018-2019 school year. (Attachment 5.17)

5.18 Motion to accept the Superintendent's recommendation to approve the attached list of Holland Brook School club advisors at the contractual rate for the 2018-2019 school year. (Attachment 5.18)

COMMUNICATION

Committee Report – Mrs. Mikaelian provided a report from the meeting held on August 21, 2018.

Motion to adopt 6.01 – 6.04

Motion: Mrs. Shinn Second: Mr. Doran Roll Call Vote: Carried 6 Yes

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

- Policy 5533 - Student Smoking

6.02 Motion to accept the Superintendent's recommendation to approve the following policies and regulations for first reading:

- Policy 1613 – Disclosure and Review of Applicant's Employment History
- Regulation 1613 - Disclosure and Review of Applicant's Employment History
- Policy 5350 – Student Suicide Prevention
- Regulation 5350 - Student Suicide Prevention
- Policy 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- Regulation 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- Policy 8561 – Procurement Procedures for School Nutrition Programs

- 6.03 Motion the Board of Education suspend the rules of Bylaw 0131 requiring two Board readings to adopt a Policy and adopt Policy 5512 - Harassment, Intimidation, and Bullying with one reading in order to have this Policy effective for September 1, 2018.
- Policy 5512 - Harassment, Intimidation and Bullying
- 6.04 Motion to accept the Superintendent's recommendation and abolish the following regulation:
- R5512 Harassment, Intimidation, or Bullying Investigation Procedure (ABOLISHED)

UNFINISHED BUSINESS

- None

NEW BUSINESS FROM BOARD

- Wayne Doran commented that the audio appeared good for You Tube Live but the video was poor and suggested trying Facebook Live before making final decision.
- Protocols and timing of release of monthly newspaper was discussed.

OPEN TO THE PUBLIC

- None

EXECUTIVE SESSION 5:20 p.m.

Motion: Mr. Doran Second: Mrs. Shinn Roll Call Vote: Carried 6 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 school safety and security, litigation, and a personnel matter 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 5:50 p.m. Mr. Bohm noted that no one was present so Executive session continued.

RETURN TO PUBLIC SESSION 6:04 p.m.

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 6 Yes

ADJOURNMENT

Motion to Adjourn at 6:05 p.m.

Motion: Mrs. Shinn Second: Mr. Doran Roll Call Vote: Carried 6 Yes

Respectfully submitted,

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