

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Work Session – 7:30
October 8, 2013

MINUTES

1. Call to Order – Open Public Meetings Act – Roll Call

President Livingston called the meeting to order at 7:30 p.m. and announced the meeting was being held in compliance with the Open Public Meetings Act and open to the media and public. Notices were duly posted, with the meeting advertised in the Hunterdon County Democrat. Formal action was taken.

ROLL CALL:

Present: Barbara Dobozyński, Wayne Doran, Ray Egbert, William Goodwin,
Vincent Panico, Laura Simon, Cheryl Filler, David Livingston
Absent: Eric Zwerling

Also Present: Barbara Sargent, Superintendent; Steffi-Jo De Casas, SBA/Bd. Sec.

2. Superintendent's Report

- *The district goals were presented to the Township Committee last night.*
- *Presentation on Mickelson Science Academy by teachers Denise Duncan, Michele Krayem, Christine Lewis, Lauren Mahoney, Linda Riess, Kelly Patterson and Supervisor Erik Yates.*
- *Mary Lyons, Phoenix Financial Advisors reviewed the Board's bond refunding*

3. Open to the Public (Limited to Action Items on the Agenda)

Clarification was requested about the dress code policy and a contradiction regarding shoulder coverage and felt the requirements regarding the length of shorts was very strict.

4. Correspondence - None

5. Committees - *Details are available through written committee reports published on the district's website.*

FINANCE/FACILITIES

Motion to adopt adopt of A1 and A2.

Motion: William Goodwin

Second: Vincent Panico

Roll Call Vote: 8 yes, 1 absent

- A-1 Motion to approve the **Bill List** for the period from September 26, 2013 through October 9, 2013 for a total amount of **\$ 2,076,059.69.**
- A-2 Motion to approve **District Travel Schedule October 10, 2013** for a total amount of **\$2,854.90.**
- A-3 Motion to approve account transfers for the period of September for the period September 1, 2013 through September 30, 2013.
- A-4 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: August 31, 2013 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of August 31, 2013 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 August 31, 2013 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 August 31, 2013.

- A-5 Motion to approve the 2013-2014 M-1 and Comprehensive Maintenance Plan (See attachments A05 and A05a).

Question about lack of entries on grounds.

- A-6 **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) A list of the surplus property to be sold is as follows:

School Bus Vehicle#	Year	Make	Model	VIN	License Plate	Capacity	Mand. Ret. Date
B21	2006	Thomas	F'Liner	4UZAAWCT46CV21770 minimum bid \$25,000	SIM368	48	2018

and Technology equipment as listed on attachment A06.

Requested further information from the Transportation Supervisor

A-7 Motion to approve the disposal of out of use books per attachment.(Attachment A07).

Motion to remove the following resolution from the agenda until further information is gathered from current participating districts.

Move: Wayne Doran Second: William Goodwin Vote: Carried

A-8 "Resolved to approve a five year agreement with EIRC for school bus advertising with ads with the following amendments to the draft agreement provided by EIRC.

- 5 year agreement with the Readington Township Board of Education to receive 65% of advertisement proceeds
- Ads to be limited to 4 small advertisements per bus for the first year with allowance for the board to consider expansion upon further study in future years
- Designation of the Communication Committee to approve advertisements
- Inclusion of an indemnification provision required by N.J.A.C. 6A:27-7.10 requiring that any advertiser indemnify the Board from any suit or action brought by reason of the advertisement."

A-9 Motion to authorize the School Business Administrator to solicit bids for Refuse Disposal and Recycling Collection Services for the Readington Township School District, contract period commencing January 1, 2014.

- A-10 Motion to approve the following tuition contracts with Readington Township School district as receiving district:

Tuition #	School District Billed	Annual Contract
2014-070-01	Washington Borough (Warren County)	\$23,476.84
2014-050-01	Franklin Township (Hunterdon County)	\$22,986.96
2014-05-02	Warren Hills Regional	\$21,299.17
2014-050-03	Warren Hills Regional	\$14,559.00
	Total Tuition Receivable:	\$82,321.97

EDUCATION/TECHNOLOGY

Committee Report: *David Livingston reported on the meeting held on (need date from Barbara) and noted that a report will be issued shortly.*

- B-1 Motion to approve the following field trips:

RMS 7th grade Music Ensemble to Lincoln Center in NYC on January 30, 2014
RMS Music Students to Neptune HS and Six Flags/Great Adventure on May 30, 2014
RMS 8th grade Music students to HCRHS on November 19, 2013.

Further information requested on the trips.

- B-2 Motion to accept the Superintendent's recommendation and adopt the following curriculum:

Curriculum	Grades
Innovation & Design	8

- B-3 Motion to approve and add the following consultant to the 2013-2014 Consultant's List:

NAME	DISCIPLINE	SERVICE	FEE
Child Study Institute	Medical	Educational & Psychological Evaluations	Educational: \$550 Psychological: \$550

B-4 Motion to approve 2013 ESY (summer study) at Cambridge School for student: S-092 in the amount of \$975.00.

B-5 Motion to accept the Superintendent's recommendation to approve Home Instruction for student: H-134 for 10 hours per week beginning 09/01/13 through 11/15/13.

B-6 Motion to accept the Superintendent's recommendation and approve Deanna Fischer (Raritan Valley Community College) to observe in David deVelder's classes at RMS for an hour a week (October through December 2013).

B-7 Motion to approve Dr. Paula Rodriguez Rust of Spectrum Diversity, LLC, to work with Grades 5-8 teachers on gender bias/prejudice on October 11, 2013 at a cost of \$900.

B-8 Motion to approve the following novels for the Readington Township School District:

School	Novels
HBS & RMS	The True Confessions of Charlotte Doyle
RMS	Escape: The Story of the Great Houdini Fire in Their Eyes: Wildfires and the People Who Fight Them Quest for the Tree Kangaroo (Mentor Text) Growing Up in Coal Country Children of the Great Depression

B-9 Motion to accept the Superintendent's recommendation to approve and submit the 2013-2014 Nursing Services Plan.

PERSONNEL

Committee Report:

C-1 Motion to approve the following Whitehouse School club advisors:

Club	Advisor	Not to Exceed	Years in Position
Arts & Crafts	Carol Kroner	\$711.51	2
Fitness	Kristy Ference	\$711.51	7
Newspaper	Laurie Levesque	\$711.51	1
Reading	Sharon Nilsen	\$711.51	7
Sign Language	Marie Potenta	\$355.75	7
	Lauren Nicolai	\$355.75	1

C-2 Motion to approve the following Family Program advisors at Whitehouse School

Program	Advisor	Stipend
Family Science	Anthony Tumolo	\$600.00
	Carol Kroner	\$600.00
Family Math	Cynthia Dennis	\$600.00
	Deborah VandeRydt	\$600.00

C-3 Motion to accept the Superintendent's recommendation to appoint the following as club/program advisors for the 2013-2014 school year at Holland Brook School:

<u>club</u>	<u>Advisor</u>	<u>Stipend</u>
Art	Mary Coyle	\$711.51
Chorus	Christy Corey	\$1751.40
Concert Band	Jack Hasselbring	\$875.70
Destination Imagination	Lauren Mahoney	\$1750.35
	Jodi Rehrig	\$1750.35
Digital Photography	Colleen DiGregorio	\$711.51
Environmental	Mark Cleere	\$355.75
	Colleen DiGregorio	\$355.75
Inovation & Design Lab	Linda Kovacs	\$711.51
Newspaper	Maria Winter	\$711.51
Orchestra	Jack Hasselbring	\$875.70
Rocketry	Mark Cleere	\$711.51

Samba	Jack Hasselbring	\$875.70
	Tiffany Vocke	\$875.70
Sports/Cooperative Games	Mark Cleere	\$711.51
Student Leadership	Tommasina Biase	\$1094.63
	Mark Cleere	\$1094.63
Web-Based Broadcasting	Linda Kovacs	\$711.51
World Games (Robotics)	Mark Cleere	\$355.75
	Jean Bowman	\$355.75
Yearbook	Gargi Adhikari	\$875.75
	Tommasina Biase	\$875.75

<u>Program</u>	<u>Advisor</u>	<u>Stipend</u>
Family Science	Linda Rakowitz	\$600.00
	Kelly Patterson	\$600.00
Family Math	Angel Longo	\$600.00
	Maryann Reilly	\$600.00
		Funded by Exxon Grants

- C-4 Motion to accept the Superintendent's recommendation to appoint the following as club/program advisors for the 2013-2014 school year at Readington Middle School.

Club	Advisor(s)
Viking Singers (Chorus)	Christiane Darby
Readington Rhapsody (Select Chorus)	Christiane Darby
6th Grade Band	Daniel Lynch
7th Grade Band	Daniel Lynch
8th Grade Band	Daniel Lynch
Blue Orchestra	Mark Lalumia
Gold Orchestra	Mark Lalumia
Jazz Band	Daniel Lynch/Mark Lalumia

Stage Manager for School Musical	Mark Lalumia
Audio Technician for School Musical	Christiane Darby
Lighting Technician for School Musical	Daniel Lynch
Director of School Musical	Dianna Barkman
Musical Director for School Musical	Emily Bengels
American Sign Language Club	Colleen Ogden
Art Club	Tracy Fitzgerald/Roseanne Panico
Break the Silence: Stand up and Care Club	Kristin Poroski
Buildings (Jr. Key Club)	Sharon Rickman
Chinese Club	Mengli Wang
Cooking	Marybeth Schwarz/Jackie Carmeans
Destination Imagination	Emily Bengels/Jennelle Barbiche
Environmental	Chip Shepherd
Mathworks	Colleen Ogden
Mock Trial	Emily Bengels
Nature and Garden Club	Denise Birmingham
Notebook Club	Lauren Greenberg
Photography	Marybeth Schwarz/Jackie Carmeans
Robotics 6	Ryan Newcamp
Robotics 7/8	Ryan Newcamp
School Newspaper	Shaina Mirsky/Erica DelGuidice
Spanish	Kelly Parks
Student Council	Courtney Calamito/Melissa Spatz
Tennis (Fall)	Bruce Wild
Tennis (Spring)	Bruce Wild
Ultimate Frisbee	Ryan Newcamp (Fall)/TBN (Spring)
Yearbook	Stacey Skene/Jennelle Barbiche

Stipends not listed in the motion

- C-5 Motion to accept the Superintendent's recommendation and approve the following Readington Middle School teachers as advisors for Homework Rooms and Central Office Detention for the 2013-2014 school year at a stipend rate of \$25.00 per hour:

Central Office Detention (M-Th 2:20-4:00)	Shared Position: Lora Petersen Sherry Krial Kathleen Ritter Substitutes: Kelly Parks, Kristin Poroski
Homework Room (AM) (M-Th 7:00-7:20)	Shared Position: Kelly Parks Jennelle Barbiche Krista Volpe Lora Petersen Substitute: : Kelly Parks

Homework Room (PM) (M-Th 2:20-4:45)	Shared Position: Kristin Poroski Kelly Parks
(M-Th 2:20-4:45) Nov. 15 th -June 15 th	Sports Homeroom: Ryan Newcamp Blair Alber Michael Roosen

C-6 Motion to accept the following resignations:

NAME	POSITION	EFFECTIVE DATE
Heather Goldschmitt	Instructional Aide (TBS) 30.03.D3@AWG	September 30,2013
Matthew Pellechio	Maintenance Mechanic 70-05-D5@AON	October 11,2013

C-7 Motion to approve the following mentor for the 2013-2014 school year as follows:

New Staff Member	Mentor	School	Term
Morad Mitta	Alfonsina Altomare	RMS	Full Year

C-8 Motion to approve stipends for the following additional teachers to participate in the 2013 Summer Teacher Academy Program.

Teacher	Session	Date	Amount
Krayem, Michele	Google Drive	8/22/2013	\$60.00

C-9 Motion to accept the Superintendent's recommendation and approve Kristen Poroski, Elaine Smith and Mary Fuchs to provide home instruction for H-134 for a total of 10 hours a week collectively, beginning 9/1/13 through 11/15/13 at the rate of \$30.00 per hour.

C-10 Motion to accept the Superintendent's recommendation and approve Verna Hegstrom to provide home instruction counseling services for student: H-134 up to 3 hours per week beginning 9/1/13 through 11/15/13 at the rate of \$30.00 per hour.

- C-11 Motion to accept the Superintendent's recommendation and affirm the appointment of Nicole Torpey, as a .5 Kindergarten Aid , 30-30-D3@AWN, at Three Bridges School at a rate of \$18.18 per hour/Step 3C, 3.25 hours/day, 161 days, effective October 7, 2013 through June 30, 2014.
- C-12 Motion to approve a change in contract for Bus Driver, JoEllen Omdal, from 5 hours at a salary of \$ 24,661.25 to 5 hours plus a Kindergarten route (\$4585.00) at a salary of \$29,246.25; effective Monday September 16, 2013.
- C-13 Motion to approve a change in hours and salary for Bus Driver, Melissa Flannery, from 4.5 hours at a salary of \$19,580.58 to 5 hours at a salary of \$21,756.20, effective Monday, September 9, 2013.
- C-14 Motion to approve a change in hours and Kindergarten stipend for bus driver, John Krystofiak, from 1 hour at \$4,585.00 to 1 hour and 20 minutes at \$6,098.05.
- C-15 Motion to acknowledge the following retirement with appreciation of his years of service, effective June 30, 2014:

David Livingston noted Mr. Clymer's 37 years experience in the district.

NAME	SCHOOL
Robert Clymer	4 th grade Teacher (HBS) 20-02-D2/ACE

- C-16 Motion to approve the following teachers to translate special education documents from English to Spanish at a rate of \$30 per hour.

Maria de los Santos	Yolanda Lima	Jose Fernandez
Yolanda Campuzano	Consuelo Rocha	

COMMUNICATIONS

Committee Report: *Mrs. Simon reported on the meeting held on October 4th. Mrs. Simon sought input for the policy on school bus advertising. Discussion also ensued regarding measurement requirements quoted in the dress code policy.*

- D-1 Motion to accept the superintendent's recommendation to approve second reading and adopt the Dress Code Policy.

Discussion ensued regarding measurement requirements quoted in the dress code policy.

- D-2 Motion to approve the Addendum to the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.
- D-3 Motion to accept the Superintendent's recommendation to submit the 2013-2014 NJ Quality Single Accountability Continuum (QSAC) Statement of Assurance (SOA) and approve the SOA for submission to the NJ Department of Education.

Green Committee Meeting

Mr. Livingston reported on the meeting held on October 7th.

MINUTES

- E-1 Motion to approve the Minutes of the Work Session Meeting of September 10, 2013.
- E-2 Motion to approve the Minutes of the Executive Session meeting September 10, 2013.
- E-3 Motion to approve the Minutes of the Regular Meeting of September 24, 2013

6. Unfinished Business

- NJSBA Workshop Materials will be forwarded to attendees prior to the conference

7. New Business

- School tours
- October 24th Readington Volunteers Recognition Dinner
- Pending Senate Bills S2086 and S2877
- Change with recording U-Stream compared to in-house recording
- Lunch schedule at RMS - hearing some complaints about students not being able to finish lunch
- Mr. Goodwin reported about his attendance at the Garden State Coalition of Schools meeting which covered topics of special education, charter schools and new requirements for teacher evaluations

8. Open to Public (any item on or off the Agenda) - None

9. Executive Session 9:45 -

Motion: Cheryl Filler Second: Vincent Panico Vote: Carried

Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to review the Superintendent's Merit Goals for approximately 20 minutes. The Board will not take action following Executive Session and will adjourn immediately upon return. 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 exit.

10. Adjournement

Motion to Adjourn at: **10:57**

Motion: Ray Egbert Second: Cheryl Filler Vote: Carried

Respectfully submitted,

Steffi-Jo DeCasas
Business Administrator/Board Secretary