

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting– 7:30
October 29, 2013

MINUTES

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

President Livingston called the meeting to order at 7:32 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

Also Present: Barbara Sargent, Superintendent; Steffi-Jo De Casas, SBA/Bd. Sec.,
Karen Tucker, Pupil Services Supv, Kari McGann, Humanities Supv.,
Erik Yates, Math, Sci, Tech Supv., Paul Nigro, HBS Principal

2. Superintendent's Report – Student Achievement

(Testing Report – NJASK and In District Testing)

3. Open to the Public (Limited to Action Items on the Agenda) No comments

4. Correspondence

- Email from Mr. Robbins
- Email from Tiffany Barca

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

FINANCE/FACILITIES

Adoption of A1 - A12

Motion: Mrs. Filler

Second: Mr. Goodwin

Roll Call Vote: 8 yes; 1 absent

*A-1 Motion to approve the **Bill List** for the period from October 10, 2013 through October 30, 2013 for a total amount of **\$ 1,728,404.56**. (Attachment A-1)

*A-2 Motion to approve **District Travel Schedule October 29, 2013** for a total amount of **\$ 4,164.59**. (Attachment A-2)

Requested feedback on conference to be attended by Mrs. Moffat.

A-3 Motion to approve account transfers for the period of September for the period September 1, 2013 through September 30, 2013. (Attachment A-3)

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. (Attachments A-5 and A-5a)

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
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B21	2006	Thomas	F'Liner	4UZAAWCT46CV21770 minimum bid \$25,000	SIM368	48	2018
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and Technology equipment as listed on Attachment A-6.

- A-7 Motion to approve the disposal of out of use books per attachment.(Attachment A-7).
- A-8 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-9 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

- *A-10 Motion to approve fundraisers for Readington Middle School for the 2013-2014 school year. (Attachment A-10)
- *A-11 Motion to adopt the attached resolutions for participation in the **ACES Electric and Gas Cooperative Purchasing Programs.**(Attachment A-11)
- *A-12 **RESOLUTION**
BE IT RESOLVED by the Readington Township Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the parent of a student whose name is on file in the Superintendent's office, annexed hereto is hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement. (Attachment A-12)

EDUCATION/TECHNOLOGY

Adoption of B1 – B10

Motion: Mr. Goodwin

Second: Mr. Panico

**Roll Call Vote: 8 yes; 1 absent
Mr. Doran abstained on B1**

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.

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. (Attachment B-9)

B-10 Motion to affirm the finding of a no HIB regarding an incident reported at Whitehouse School. (Case #2013-WHS-001)

PERSONNEL

Adoption of C1 – C22

**Motion: Mr. Egbert Second: Mrs. Dobozyński Roll Call Vote: 8 yes; 1 absent
Mr. Doran abstained on C-3 and C-4
Mr. Panico abstained on C-20**

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

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

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/Program</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

Club	Advisor(s)	Stipend
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
Family Science	Linda Rakowitz	\$600.00
“ “	Kelly Patterson	\$600.00
Family Math	Angel Longo	\$600.00
“ “	Maryann Reilly	\$600.00

Family Math and Science partially 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)	Stipend
Viking Singers (Chorus)	Christiane Darby	\$1,668.00
Readington Rhapsody (Select Chorus)	Christiane Darby	\$1,751.40
6th Grade Band	Daniel Lynch	\$1,751.40
7th Grade Band	Daniel Lynch	\$1,751.40
8th Grade Band	Daniel Lynch	\$1,751.40
Blue Orchestra	Mark Lalumia	\$1,751.40
Gold Orchestra	Mark Lalumia	\$1,751.40
Jazz Band	Daniel Lynch/Mark Lalumia	\$875.70/\$875.70
Stage Manager for School Musical	Mark Lalumia	\$912.19
Audio Technician for School Musical	Christiane Darby	\$711.51
Lighting Technician for School Musical	Daniel Lynch	\$711.51
Director of School Musical	Dianna Barkman	\$1,751.40

Musical Director for School Musical	Emily Bengels	\$1,668.00
American Sign Language Club	Colleen Ogden	\$711.00
Art Club	Tracy Fitzgerald/Roseanne Panico	\$355.75/\$355.75
Break the Silence: Stand up and Care Club	Kristin Poroski	\$711.51
Builders (Jr. Key Club)	Sharon Rickman	\$711.51
Chinese Club	Mengli Wang	\$711.51
Cooking	Marybeth Schwarz/Jackie Carmeans	\$355.75/\$355.75
Destination Imagination	Emily Bengels/Lauren Greenburg/Jennelle Barbiche	\$1,167.60/\$1,167.60/\$1,167.60
Environmental	Chip Shepherd	\$711.51
Mathworks	Colleen Ogden	\$711.51
Mock Trial	Emily Bengels	\$711.51
Nature and Garden Club	Denise Birmingham	\$711.51
Notebook Club	Lauren Greenberg	\$711.51
Photography	Marybeth Schwarz/Jackie Carmeans	\$355.75/\$355.75
Robotics 6	Ryan Newcamp	\$711.51
Robotics 7/8	Ryan Newcamp	\$711.51
School Newspaper	Shaina Mirsky/Erica DelGuidice	\$355.75/\$355.75
Spanish	Kelly Parks	\$711.51
Student Council	Courtney Calamito/Melissa Spatz	\$1,668.00/\$1,668.00
Tennis (Fall)	Bruce Wild	\$711.51
Tennis (Spring)	Bruce Wild	\$711.51
Ultimate Frisbee	Ryan Newcamp (Fall)/TBN (Spring)	\$355.75/\$355.75
Yearbook	Stacey Skene/Jennelle Barbiche	\$875.70/\$875.70

- *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) 15,200/60 * \$25=\$6,333.33	Shared Position: Lora Petersen Sherry Krial Kathleen Ritter Substitutes: Kelly Parks, Kristin Poroski
Homework Room (AM) (M-Th 7:00-7:20) 3040/60 * \$25=\$1266.50	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 Substitutes: Sherry Krial Jillian Tundidor Maria DeSimone Kelly Lee Mary Padavano
(M-Th 2:20-4:45) Nov. 15 th -June 15 th	Sports Homeroom: Ryan Newcamp Blair Alber Michael Roosen
16240/60 * \$25=\$6766.50	

*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
Morad Mitta	French Teacher (RMS) 20-01-D2/APP	November 6, 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	09/30/2013-11/06/2013

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 \$4,458.34 (\$4,585.00 prorated) at a salary of \$29,119.59; 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, effective September 1, 2013.
- C-15 Motion to acknowledge the following retirement with appreciation of his years of service, effective June 30, 2014:

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	

- *C-17 Motion to accept the Superintendent's recommendation and approve the following as Substitute Teacher/Aide paid at the applicable substitute rates, in the Readington Township School district, pending satisfactory completion of employment requirements:

Sheila McMurtry	Patricia Lamberta	Marisa Mykulak
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- *C-18 Motion to accept the Superintendent's recommendation and affirm the appointment of Brian Schmitt, #75-05-D5/AON, as Maintenance Mechanic (replacing Matthew Pellechio, resignation) at an annual salary of \$38,000 prorated, commencing October 21, 2013 through June 30, 2014.
- *C-19 Motion to accept the Superintendent's recommendation and approve the appointment of Nicole Morelli, #30-03-D3/AWG, Instructional Aide, part time (.5), at Three Bridges School (replacing Heather Goldschmitt, resignation) salary a of \$7,593.04 at a rate of \$15.68 per hour/ Step 1 NC, 3.25 hours/day, 149 days per year, starting October 23, 2013.
- *C-20 Motion to accept the Superintendent's recommendation and approve the appointment of Patricia Hoffman, #20-01-D2/APP, as a World Language (French) Teacher/RMS (replacing Morad Mitta, resignation) at an annual salary of \$52,900/BA Step 3, prorated, commencing November 4, 2013 through June 30, 2014.
- *C-21 Motion to accept the Superintendent's recommendation and approve the appointment of Adolfo Komara as a Substitute Bus Driver at a hourly rate of \$16.50/hr., effective October 29, 2013.
- *C-22 Motion to establish two team leader positions at Holland Brook School for the 2013-2014 School Year.

- *C-23 Motion to accept the Superintendent's recommendation and approve the following Holland Brook School teachers to serve as School Team Leaders for the 2013-2014 school year at a stipend of \$500.00 each.

4 th Grade	5 th grade
Michele Krayem	Colleen DiGregorio
Meryl Vance	Tommasina Biase

COMMUNICATION

Motion to Table D1

Motion: Mr. Doran

Second: Mr. Panico

Vote: Carried

Adoption of D3- D4

Motion: Mr. Doran

Second: Mrs. Dobozyński

Roll Call Vote: 8 yes; 1 absent

D-1 Motion to accept the Superintendent's recommendation to approve for second reading and adopt Policy 5511 Dress and Grooming.

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.

*D-4 Motion to accept the Superintendent's recommendation to approve the first reading of the following policies and regulation:

- Policy 3230 Outside Activities
- Policy 6113 E-Rate
- Regulation 5850 Social Events and Class Trips

MINUTES

Adoption of E1 – E3

Motion: Mr. Doran Second: Mr. Egbert Roll Call Vote: 8 yes; 1 absent

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. Announcements

- NJSBA Workshop Summary – 4 members attended (Mr. Doran, Mr. Panico, Mr. Goodwin and Mr. Livingston)
- November 30th HCSBA Meeting

7. Open to Public (any item on or off the Agenda)

***8. Closed Session 9:06 – 9:22 p.m.**

Motion: Mrs. Filler Second: Mr. 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 and a personnel Litigation issue for approximately 30 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.

9. Adjournment

Motion to adjourn at 9:22 p.m.

Motion: Mr. Panico Second: Mr. Doran Vote: Carried