

# READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School Library

Work Session – 7:30 p.m.

April 9, 2013

## MINUTES

### 1. Call to Order – Open Public Meetings Act – Roll Call – Flag Salute

President David Livingston 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 and was open to the media and public. Notices were duly posted, and the meeting was advertised in the Hunterdon Democrat. Formal action may be taken.

#### The following Board members were present:

Barbara Dobozyński	Wayne Doran	William Goodwin	Vincent Panico
Laura Simon	Eric Zwerling	Cheryl Filler	David Livingston

#### Also present:

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

### 2. Superintendent's Report

#### Invited Guest Speaker:

- Kingwood Township Superintendent, Rick Falkenstein, held a discussion with the board on School Choice

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

### 4. Correspondence

- Rick Finn's resignation letter to Board of Education was read by President Livingston followed with a statement read by Mr. Livingston in response to the letter.

### 5. Call for Nominations for Board Vice President

Cheryl Filler was nominated for the Vice President position by Wayne Doran, seconded by William Goodwin. There being no other nominations Mrs. Filler was unanimously elected Vice President.

### 6. Committee Reports

### 7. Work Session:

## **FINANCE/FACILITIES**

**Committee Report:** Mr. Goodwin provided a report on the meeting held on March 25<sup>th</sup>. Topics included custodial bids, account balances, year-end purchases, a contract to scan district records, construction of a new ball field and establishing a tuition rate for children of staff members.

A-1 Motion to approve the Bill List for the period from 3/28/2013 through 4/24/2013 for a total amount of \$ 1,131,623.46.

\*A-2 Motion to approve District Travel Schedule 04/09/2013 for a total amount of \$6,046.54.

**Motion: Goodwin Second: Simon Vote: 8-0 (Livingston abstained regarding his trip on May 29, 2013.)**

A-3 Motion to approve line item account transfers 03/01/13-3/31/20/13.

A-4 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: March 31, 2013 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of March 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.

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### **Steffi-Jo DeCasas, Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of March 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 March 31, 2013.

A-5 Motion to accept a Baseball Scoreboard donated by Girl Scout Troop members Alyssa Geddis, Samantha Gisewhite, Liza Higley, Kristi Lennon and Troop Leader Chris Gisewhite.

## **EDUCATION/TECHNOLOGY**

**Committee Report:** The next meeting will be held on April 17<sup>th</sup>. Minutes are on the board website.

B-1 Motion to approve Jennifer Serravallo, a consultant of Heinemann Professional Development, to provide staff development training on September 16, 2013 at a rate of \$3,875.00.

B-2 Motion to accept the Superintendent's recommendation and approve the following Student Observation placement in the Readington Township School District as follows:

<b>Student Observer Name/School</b>	<b>Cooperating Teacher/School</b>	<b>Date/Timeframe</b>
Heather Kovacs/ Kutztown University	Denise Kenny/SE/WHS Beverly Okulicz/SE/WHS	4/16/2013 1 day
Erin Thompson/	Erica Winebrenner/Cynthia	4/5/2013

Bloomsburg University	Fillebrown Speech/TBS	1 day
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- B-3 Motion to approve the following novels and/or mentor texts for the Readington Township School District:

Grade	School	Novels/Mentor Texts
4 <sup>th</sup> Grade	HBS	Should There Be Zoos?
5 <sup>th</sup> Grade	HBS	Chew on This
8 <sup>th</sup> Grade	RMS	Fever 1793 Flowers for Algernon Witch Child

- B-4 Motion to approve the 6<sup>th</sup> grade Mandarin classes to visit the Museum of Chinese History and Culture in New York City on May 24, 2013 (*funded by an Education Foundation Grant*).

- B-5 Motion to approve a new Readington Middle School Interscholastic Wrestling Program for the 2013-14 school year.

- B-6 Motion to approve annual tuition rates for non-resident staff member whose children attend Readington schools.

GRADE	RATE
Half Day Kindergarten	\$2,000
1 through 8	\$3,500

- B-7 Motion to accept Exxon Mobil Educational Alliance grant in the amount of \$500.00 for Holland Brook School for a Math Enrichment activity.

- B-8 Motion to approve the tuition rate of \$350.00 per month for the 2013-2014 Integrated Preschool Program, with a Transportation option for an additional amount of \$90.00 per month.

- B-9 Motion to accept the Superintendent's recommendation and approve the following fundraisers for the 2012-2013 school year:

Fundraiser	School	Date	Recipient
Proyecto Sonrisa (Project Smile)	RMS	May 2013	Operation Smile
Barnes & Noble Book Fair	RMS/HBS	May 29, 2013	RMS & HBS Media Centers

## **PERSONNEL**

### **Committee Report: The committee met on April 9th.**

- C-1 Motion to acknowledge the retirement of the following teaching staff, with appreciation for their years of service, effective June 30, 2013.

Donna DeGrau	Holland Brook School
Joyce Langheinrich	Readington Middle School

Marsha Sepesi	Holland Brook School
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C-2 Motion to accept the resignation of **Donna Fox**, Special Education Teacher, Readington Middle School, effective June 30, 2013.

C-3 Motion to accept the Superintendent's recommendation and approve a paid/unpaid Leave of Absence (Medical) for employee #5232, effective on or about 4/8/2013 through 4/26/2013.

C-4 Motion to accept the Superintendent's recommendation and approve the following teachers for facilitating the 21<sup>st</sup> Century Best Practices workshop at the March 1, 2013 Curriculum Day:

Teacher/Facilitator	School	Prep Time	Amount
Barca, Tiffany	TBS	2.0 hours	\$60.00
Casertano, James	RMS	2.0 hours	\$60.00
Gardner, Seth	RMS	2.0 hours	\$60.00
McGibbon, Joyce	TBS	2.0 hours	\$60.00
Singer, Stephanie	RMS	2.0 hours	\$60.00

C-5 Motion to accept the Superintendent's recommendation and approve the following resolution:

WHEREAS, the Readington Township Board of Education (hereinafter referred to as the "Board") employs the following positions:

- (1.0) Art Teacher
- (1.0) Spanish Teacher
- (.68) Physical Education Teacher
- (3.0) Elementary Teachers

WHEREAS, the Board has determined that the Readington Township School District's needs can be adequately served without the aforementioned positions.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby abolishes the aforementioned positions effective June 30, 2013 for reasons of economy and efficiency; and

BE IT FURTHER RESOLVED that any individuals presently employed in those positions shall be provided notice of such reduction in force in accordance with the terms of his/her employment contract.

C-6 Motion to accept the Superintendent's recommendation and approve the following as Substitute Teacher/Aide paid at the substitute rate, in the Readington Township School district, pending satisfactory completion of employment requirements:

Jessica Schepis
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## **COMMUNICATIONS**

**Committee Report: The next meeting will be held on April 15<sup>th</sup>.**

D-1 Motion to accept the Superintendent's recommendation to approve for first reading the following policies:

- 3230 – Outside Activities (Teaching Staff Members)
- 3281 – Inappropriate Staff Conduct (Teaching Staff Members)
- 4230 – Outside Activities (Support Staff Members)
- 4281 – Inappropriate Staff Conduct (Support Staff Members)

## **MINUTES**

- E-1 Motion to approve the minutes of the regular meeting of March 12, 2013.  
E-2 Motion to approve the minutes of the executive session of March 12, 2013.  
E-3 Motion to approve the minutes of the regular meeting of March 25, 2013.

### **8. Unfinished Business**

- May 29 conference – Speaker: Charlotte Danielson
- April 30 Special Education Conference – JP Case Middle School
- July 25 – Goal Setting (BOE Office 8:30-11:30 am.)
- Volunteer Night – Readington Township Municipal Offices

### **9. New Business**

- Board Evaluation and Superintendent Evaluation and deadlines April 19th
- Timelines for appointing new board member to fill Rick Finn's seat – resumes due by April with interviews and appointment on May 14<sup>th</sup> and board member to assume seat on May 28<sup>th</sup>
- June 4 Board candidate filing deadline seats up for election
- Mrs. Filler attended the Third Grade program at the Readington museum and municipal building
- Annual October 22<sup>nd</sup> through October 24<sup>th</sup>
- Mr. Zwerling commented on the poor acoustics in the HBS library

### **10. Open to Public (any item on or off the Agenda)**

Mr. Grumbach noted Mr. Finn's contributions in establishing the Readington Education Foundation and thanked him for his service to the district.

### **11. Motion to Adjourn at 8:58 p.m.**

**Motion: Filler**

**Second: Simon**

**Vote:8-0**

### **\*Action Item**