

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School - Board of Education Meeting Room
Special Meeting – 6:00 p.m.
March 5, 2013

MINUTES

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

President David Livingston called the meeting to order at 6:00 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 Courier News. Formal action may be taken.

The following Board members were present:

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

Absent:

Rick Finn
Eric Zwerling

Also present:

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

2. Motion to Adjourn to Executive Session -6:04 p.m.

Motion: Goodwin Second: Simon

Motion to adjourn to Executive Session for approximately 10 minutes in accordance with the Sunshine Law, Ch. 321, P.L. 1975, for the purpose of an RTAA Update. The matter discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances exist

3. A. Tentative Budget Adoption 2013-2014:

BE IT RESOLVED that the tentative budget be approved for the 2013-2014 School Year using the 2013-2014 state aide figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2013-2014 Total Expenditures	29,633,918	418,377	2,203,409	32,255,704
Less: Anticipated Revenues	3,051,906	418,377	21,001	3,491,284
Taxes to be Raised	26,582,012	-0-	2,182,408	28,764,420

And to advertise said tentative budget in the Hunterdon Democrat in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Board of Education Meeting Room, Holland Brook School, 52 Readington Road, Whitehouse Station, New Jersey on March 25, 2013 for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.

Motion: Doran Second: Goodwin Roll Call Vote: 7 yes, 0 no, 2 absent

- B.** RESOLVED that the Readington Township Board of Education requests the approval of a capital reserve withdrawal in the amount of \$638,700. The district intends to utilize these funds for classroom upgrades to institute all day Kindergarten programs at Three Bridges and Whitehouse Schools, window and door replacements at Readington Middle School and security upgrades for Holland Brook, Readington Middle, Three Bridges and Whitehouse Schools.

Motion: Filler Second: Simon Roll Call Vote: 7 yes, 0 no, 2 absent

- C..** WHEREAS, the Readington Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A.:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel related expenses not in compliance with N.J.A.C. 6A.:23B-1.1 et se., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A.:23B-1.1. et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and:

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C.6A:23B-1.2(b), to a maximum expenditure of \$75,000 for all staff and board members.

The 2012-13 budget included a maximum travel appropriation of \$75,000 for all staff and board members. included in the 2013-14 proposed budget is a maximum regular business travel amount of \$1,500 per employee.

Motion: Panico Second: Filler Roll Call Vote: 7 yes, 0 no, 2 absent

5. Motion to Table the following Resolution:

Motion: Filler Second: Goodwin Roll Call Vote: 7 yes, 0 no, 2 absent

Adoption of agreement with Readington Township Administrator's Association:

BE IT RESOLVED that the Readington Township Board of Education (hereinafter referred to as the "Board") hereby adopts and approves the terms, stipulations and conditions as established in the 2011 – 2014 Negotiated Agreement by and between the Board and the Readington Township Administrator's Association. The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to execute the attached Agreement and any other documents necessary to effectuate said Agreement.

- 6. Motion to adopt a resolution authorizing Brown and Brown/Centric to serve as the district's risk management consultant in accordance with the district's participation in the School Alliance Insurance Fund and to approve an agreement with Brown and Brown to serve as the district's benefits advisor for the period of March 1, 2013 through February 28, 2014 at a cost of \$1,500 per month.**

Motion: Filler Second: Dobozyński Roll Call Vote: 7 yes, 0 no, 2 absent

7. Motion to Adjourn at: 6:22 p.m.

Motion: Filler Second: Goodwin Roll Call Vote: Carried

Respectfully submitted,

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