

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School - Board of Education Meeting Room
Regular Meeting – 6:00 p.m.
July 23, 2013

MINUTES

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

This meeting is being held in compliance with the Open Public Meetings Act and is open to the media and public. Notices were duly posted, and the meeting was advertised in the Hunterdon County Democrat. Formal action may be taken.

The following Board members were present:

Barbara Dobozyński 7:44	Wayne Doran	Ray Egbert
Cheryl Filler	William Goodwin	David Livingston
Laura Simon	Eric Zwerling	

The following Board members were absent: Vincent Panico

Also Present:

Barbara Sargent, Superintendent
Steffi-Jo De Casas, SBA/Board Secretary
Karen Tucker, Pupil Services Supervisor

2. Superintendent's Report

- Eagle Scout Project – Dominic Vastano – The board members provided their approval to proceed with the proposed project
- Presentation of the District's Self-Assessment of Implementation of the Anti-Bullying Bill of Rights Act – Karen Tucker
- Public Comment on the District's Self- Assessment of Implementation of the Anti-Bullying Bill of Rights Act

3. Open to the Public (Limited to Action Items on the Agenda) - None

4. Correspondence - None

5. Committee Reports

FINANCE/FACILITIES

Mr. Goodwin reported out on the meeting held immediately prior to the board meeting.

Motions A1-A13:

Move: Mr. Goodwin

Second: Mr. Doran

Roll Call Vote: 8 yes; 0 no

- A-1 Motion to approve the Bill List for the period from 6/27/2013-7//242/2013 through for a total amount of \$1,726,631.87.
- A-2 Motion to approve District Travel Schedule 7/23/2013 for a total amount of \$1,210.00.
- A-3 Motion to approve line item account transfers June 29, 2013.
- A-4 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: June 30, 2013 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of June 30, 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 June 30, 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 Cash Reports subject to audit for the period ending June 30, 2013.

- A-5 Motion to transfer \$36,749 from account 12-000-400-800-000-000 to account 11-000-262-420-000-008 in accordance with the memo issued by the Acting Commission of Education lowering 2013014 SDA fees and waiving the requirements of N.J.A.C.6A.-13.3.
- A-6 Motion to appropriate \$13,890.65, 2012-2013 Nonpublic School Transportation reimbursement to account 11-000-270-513-000-007 per the adjusted end of year excess surplus calculation exempted from NJAC6A:23.-13.3(d).
- A-7 Motion to approve the following resolution:

Resolved to approve a contract with Northwest Evaluation Association for Map Assessments Renewal licensing in the amount of \$18,850 for the 2013-14 school year in accordance with 18A:18A-5a(2) extraordinary unspecifiable services.

A-8 Motion to approve the following professional services contract for 2013-14 (replacing Birdsall Inc.)

T&M	Asbestos Management	\$3,750
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A-9 Motion to change the following authorized signatures on accounts maintained by the Board of Education (elimination of Treasurer).

General Fund Checking	President or Vice President or Board Secretary or Assistant Board Secretary or Superintendent (3)
Salary Checking	President or Vice President or Board Secretary or Assistant Board Secretary or Superintendent (3)

A-11 Motion to accept the donation of books from Beverly Vissoe to the Readington Township Middle School.

A-12 Motion to approve the following resolution:

Resolved to cancel the following otherwise eligible school construction security projects:
 4350-050-13-2000 RMS Security
 4350-030-13-1000 HBS Security
 4350-070-13-2000 WHS Security
 4350-060-13-2000 TBS Security

And be it further

Resolved to direct SSP Architects to proceed with plan development and seek LRFDP updates and project approvals as needed from the New Jersey Department of Education for eligible Long Range Facility Plan projects as follows, to be submitted for ROD grant funding:

4350-050-13-3002 RMS Windows
 4350-060-13-3003 TBS Roofing
 4350-070-13-3004 WHS Roofing
 4350-030-13-2001 HBS Paving
 4350-050-14-1006 RMS Security
 4350-030-14-1005 HBS Security
 4350-060-14-1007 TBS Security
 4350-070-14-1008 WHS Security

A-13 Motion to approve Change Order #1 Project 4350-070-1000 Renovations for Full-Day Kindergarten: \$2,800.00- Labor and material to remove and replace an additional 180 sq. ft. of VCT floor tile at ramps in corridor.

EDUCATION/TECHNOLOGY

Mr. Livingston reported that the next committee meeting will be held on August 6th.

Motions B1-B5:

Move: Mrs. Simon Second: Mrs. Dobozyński Roll Call Vote: 8 yes; 0 no

B-1 Motion to approve the tuition agreements for the following students to attend the designated out of district programs for the 2013-2014 school year at the noted cost:

Student	School	Tuition	ESY
S-793	New Road Parlin	\$ 42,028.20	\$7,004.70
S-031	Matheny School	\$ 76,860.00	\$15,540.00
S-013	Garden Academy	\$ 85,560.59	\$14,260.10
S-092	Cambridge School	\$43,985.00	-----
S-828	The Calais School	\$55,116.00	\$7,655.00
S-073	Princeton Child Development Institute (PCDI)	\$86,400.00	\$13,440.00
S-189	The Arc Kohler School	\$58,069.11	\$10,558.02
S-189	The Arc Kohler School Personal Aide	\$26,647.50	\$4,845.00
S-129	Lakeview School	\$75,817.80	\$12,636.30

B-2 Motion to approve the Integrated Preschool contracts for the following students for the 2013-2014 school year:

S1	S2	S3
S4	S5	S6
S7		

B-3 Motion to approve the following novels for the Readington Township School District:

Grade	School	Novels
5 th Grade	HBS	The Matchbox Diary
5 th Grade	HBS	When Washington Crossed the Delaware

- B-4 Motion to accept the Superintendent's recommendation and approve the following student teacher/observation placements in the Readington Township School District as follows:

Student/Placement/College	Teacher/Grade/School	Dates/Placement
Wendy Kline/Student Teacher/Rider University	Denise Kenny/SE/Whitehouse School Anthony Tumolo/2 nd Grade/Whitehouse School	9/4/2013 – 12/13/2013
Jessica Marczyk/Student Teacher/Rider University	Anthony Tumolo/2 nd Grade/Whitehouse School Denise Kenny/SE/Whitehouse School	9/4/2013 – 12/13/2013
Jessica Grossweiler/Student Teacher/Rider University	Michelle Mielke/1 st Grade/Whitehouse School	9/4/2013 – 12/13/2013
Amy Williams/Student Teacher/Rider University	Christine Meares/2 nd Grade/Three Bridges School	9/4/2013 – 12/13/2013
Kelly Thorp/Student Teacher/Rider University	Jill Nabozny/3 rd Grade/Three Bridges School	9/4/2013 – 12/13/2013
Thomas Maiorana/Student Teacher/Kean University	Robert D'Alonzo/4 th & 5 th Grades/Holland Brook School	9/4/2013 – 10/25/2013
Kathleen Adler/Student Teacher/TCNJ	Michele Krayem/4 th Grade/Holland Brook School	10/21/2013 – 12/13/2013
Bronson Manley/Student Observer/TCNJ Ronald Pruitt/Student Observer/TCNJ Kelly Slobodien/Student Observer/TCNJ	Lori Dribbon/Music/Three Bridges School	9/25/2013 – 10/30/2013
Megan Baguchinsky/ Internship/Seton Hall University	Sharon Rickman/6-8 Math/Readington Middle School	9/9/2013 – 12/13/2013
Casey Alexander/ Internship /Ithaca College	Cynthia Fillebrown/Speech Therapist/Three Bridges School	3/10/2014 – 5/9/2014

- B-5 Motion to approve the Non-Public Contracts for the 2013-2014 school year with the Hunterdon County ESC to provide auxiliary services, if need, pertaining to Chapters 192-193, Chapter 16-2.5 Non Pubic Nursing Agreement.

PERSONNEL

Mrs. Dobozyński reported out on the meeting held on July 16, 2013.

Motions C1-C14:

Move: Mr. Egbert Second: Mrs. Simon Roll Call Vote: 8 yes; 0 no

C-1 Motion to accept the following resignations:

NAME	POSITION	EFFECTIVE DATE
Maureen Miller	Confidential Secretary to Business Administrator	July 30, 2013
Tiffany Chan Page	Instructional Aide/TBS	June 30, 2013
Gayle Wilt	Instructional Aide/RMS	June 30, 2013

C-2 Motion to accept the Superintendent's recommendation and affirm the replacement teacher (long term substitute) appointments BA/Step 1, pending satisfactory completion of employment requirements and emergent hire, if needed:

NAME	POSITION	RATE	EFFECTIVE DATES
Lauren Bogaert	Long Term Replacement Teacher (replacing employee #5130 LOA)	BA/Step 1 per diem rate	9/1/2013 to on or about 11/30/2013
Jennifer Testa	Long Term Replacement Teacher (replacing employee #5622 LOA)	Substitute rate for the first 20 consecutive days/Step 1 per diem rate	9/1/2013 to on or about 11/30/2013

C-3 Motion to accept the Superintendent's recommendation and approve Angela Longo to provide 12 hours of instruction to student S-304 at a rate of \$30.00 per hour between July 25 – August 30, 2013.

C-4 Motion to accept the Superintendent's recommendation and approve the following special education chaperones for the 2013-14 school year:

Name	Club or Sport	Hourly Rate
Laurie Somma	Gardening Club	\$19.71
Laurie Livesey	Photography Club	\$19.71
Laurie Somma	Cooking Club	\$19.71
Melissa Spatz	Soccer	\$19.71
Denise Hawkins	Track	\$22.98
Melissa Spatz	Basketball	\$19.71

- C-5 Motion to approve accept the Superintendent's recommendation and approve Courtney Calamito as a Substitute Teacher for the district's Extended School Year Program from July 1 – August 8, 2013 to be paid at a rate of \$40.00 for a half day and \$80.00 for a full day.
- C-6 Motion to accept the Superintendent's recommendation and approve Tiffany Vocke as a Substitute Summer Enrichment Teacher for June 25, 2013 to be paid at a rate of \$40.00 for a half day.
- C-7 Motion to accept the Superintendent's recommendation and approve the following appointments:

Mary Ann Connelly	Substitute Nurse	Contractual Per Diem Rate
Stephanie Armstrong	Substitute Nurse	Contractual Per Diem Rate
Deborah Nazzaro	Substitute Nurse	Contractual Per Diem Rate

- C-8 Motion to approve the following RMS coaching assignments for the 2013-14 school year:

SPORT	NAME	SALARY
Boys Soccer (A)	Jim Casertano	\$4,500
Boys Soccer (B)	Adam Lillia	\$3,800
Girls Soccer (A)	Michael Roosen	\$4,500
Girls Soccer (B)	Courtney Calamito	\$3,800
Field Hockey (A)	Blair Alber	\$4,500
Field Hockey (B)	Christiane Darby	\$3,800
Cross Country Boys	Michael Santo	\$4,500
Cross Country Girls	Janet Howard	\$4,500
Volleyball (A)	Daniel Lynch	\$4,500
Volleyball (B)	Seth Gardner	\$3,800
Boys Basketball (A)	Robert Clymer	\$4,500
Boys Basketball (B)	Mark Cleere	\$3,800
Girls Basketball (A)	Seth Gardner	\$4,500
Girls Basketball (B)	Jim Casertano	\$3,800
Cheerleading (A)	Michelle Hoff	\$4,500
Cheerleading (B)	Courtney Calamito	\$3,800
Wrestling Head Coach	Bruno Somma	\$4,500
Wrestling Assistant Coach	David deVelder	\$3,800
Boys Lacrosse (A)	Jim Casertano	\$4,500
Boys Lacrosse (B)	Adam Lillia	\$3,800
Girls Lacrosse (A)	Blair Alber	\$4,500
Girls Lacrosse (B)	TBD	\$3,800
Baseball (A)	Seth Gardner	\$4,500

Baseball (B)	David deVelder	\$3,800
Softball (A)	Ryan Newcamp	\$4,500
Softball (B)	Michelle Hoff	\$3,800
Track Head Coach	Michael Santo	\$4,500
Track Assistant Coach	Janet Howard	\$3,800
Track Assistant Coach	Kevin Meyer	\$3,800
Track Assistant Coach	Michael Roosen	\$3,800
RMS Athletic Coordinators (shared position)	Jim Casertano Seth Gardner	\$6,000 \$6,000

C-9 Motion to approve the following Chaperones for school events at RMS 2013-14

Teacher	Hourly Rate	Teacher	Hourly Rate
Blair Alber	25.18	Lisa Moor	25.18
Alfonsina Altomare	25.18	Alison Myers	25.18
Douglas Ayers	25.18	Deborah Nazzaro	30.00
Wendy Baer	25.18	Ryan Newcamp	25.18
Donna Ballengee	25.18	Cheryl O'Brien	19.71
Jennelle Barbiche	22.98	Colleen Ogden	25.18
Dianna Barkman	25.18	Mary Padavano	25.18
Emily Bengels	25.18	Roseanne Panico	25.18
Mindy Bennington	25.18	Kelly Parks	25.18
Kristin Bilotti	25.18	Lora Petersen	25.18
Denise Birmingham	25.18	Sharon Rickman	25.18
Courtney Calamito	25.18	Kathleen Ritter	25.18
Jacquelyn Carmeans	25.18	Michael Roosen	25.18
Jim Casertano	25.18	Jennifer Sabo	25.18
Mary Ann Connelly	30.00	Marybeth Schwarz	25.18
Dale Dalrymple	25.18	George Shepherd	25.18
William Daly	25.18	Nancy Singelyn	25.18
Christiane Darby	25.18	Stephanie Singer	22.98
Erica Del Guidice	19.71	Stacey Skene	22.98
Maria DeSimone	19.71	Geraldine Slattery	25.18
David deVelder	25.18	Catherine Smith	25.18
Judith Doslik	25.18	Elaine Smith	25.18
Jose Fernandez	25.18	Jennifer Smith	25.18
Tracy Fitzgerald	25.18	Bruno Somma	22.98
Geraldine Fiori	22.98	Melissa Spatz	25.18
Mary Fuchs	25.18	Janet Sulick	25.18
Lauren Glick	22.98	C. Brant Switzler	25.18
Seth Gardner	25.18	Laura Townley	25.18
Lauren Greenberg	22.98	Jillian Tundidor	22.98
Verna Hegstrom	25.18	Krista Volpe	22.98
Carey-Anne Hendershot	25.18	Mengli Wang	22.98
Michelle Hoff	22.98	Bruce Wild	25.18
Elizabeth Horvath	25.18	Shari Wilson	25.18
Janet Howard	25.18	Elise Zuegner	25.18
Madeline Kalinich	25.18		
Kate Kehoe	25.18		
Sherry Krial	25.18	Aides	

Mark Lalumia	25.18	Gabriel Cherichello	25.18
Kelly Lee	22.98	Joanne Fagan	25.18
Adam Lillia	25.18	Denise Hawkins	25.18
Yolanda Lima	25.18	Laurie Livesey	25.18
Patricia Loughlin	25.18	Laurie Somma	25.18
Daniel Lynch	22.98		
Kathryn MacDade	19.71		
Nicole Maraventano	25.18		
Mary Beth McGivney	25.18		
Kevin Meyer	25.18		
Shaina Mirsky	19.71		
Teresa Miller	25.18		
Alicia Mitrow	25.18		

- C-10 Motion to approve the following Substitute Teacher for the district’s Extended School Year Program from July 1 - August 8, 2013 to be paid at a rate of \$40.00 for a half day or \$80 for a full day:

Courtney Calamito

- C-11 Motion to amend step and salary for Shaina Mirsky as follows:

NAME	POSITION	FROM	TO	EFFECTIVE DATES
Shaina Mirsky	Language Arts Teacher (replacement for Joyce Langheinrich retirement) Position 20-01-D2/aev	\$57,590/Step 2 MA	\$58,100/Step 3MA	9/1/2013-6/30/2014

- C-12 Motion to approve payment to Sarah Pauch for 2013 summer work in accordance with her position as Staff Development Coordinator at her contractual per diem rate for a maximum of 20 days.
- C-13 Motion to approve stipends (\$20.00) per hour for the following additional teachers to participate in the 2013 Summer Teacher Academy Program:

Teacher	Session	Date	Amount
Nilsen, Sharon	Strategic Writing Conference	7/17/2013	\$60.00
Barbiche, Jennelle	Intro to Blended Learning	7/17/2013	\$40.00
Calamito, Courtney	SGO	7/17/2013	\$20.00
Kehoe, Kate	SGO	7/17/2013	\$20.00

- C-14 Motion to approve a merit bonus for the Superintendent’s performance on the 2012-13 Strategic Planning and District Goals in the following amount for the 2012-13 school year:

Quantitative Goal – 3.089% - \$4,787.89
Qualitative Goal – 1.613% - \$2,500.15

COMMUNICATIONS

Mrs. Simon provided a report from the Ad Hoc Dress Code Committee.

Motion D1:

Move: Mr. Goodwin

Second: Mr. Doran

Roll Call Vote: 8 yes; 0 no

D-1 Motion to accept the Superintendent's recommendation to approve for second reading and adopt the following policies and regulation:

- Policy 0153 Annual Appointments
- Policy 0172 Duties of Treasurer of School Moneys
- Policy 1320 Duties of School Business Administrator/Board Secretary
- Policy 2468 Independent Educational Evaluations
- Policy 6700 Investments
- Policy 6820 Financial Reports
- Policy 8740 Bonding
- Regulation 3432 Sick Leave
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MINUTES

Motions E1-E4:

Move: Mr. Goodwin

Second: Mrs. Simon

Roll Call Vote: E1&2 8 yes; 0 no

E3&4 5 yes; 3 abstentions (Doran, Simon & Zwerling)

- E-1 Motion to approve the minutes of the regular meeting of June 11, 2013.
- E-2 Motion to approve the executive session minutes of June 11, 2013.
- E-3 Motion to approve the minutes of the regular meeting of June 23, 2013
- E-4 Motion to approve the executive session minutes of June 23, 2013.

GREEN COMMITTEE

Mr. Zwerling reported that the committee had met with Readington Township's Green Team. Topics included identifying actions taken at the school that would count for Sustainable NJ credits.

Mr. Doran was appointed to represent the board with the Hunterdon County School Boards Association.

6. Unfinished Business

Meeting Reiminders

- Leadership Retreat –July 25, 2013
- Board of Education Meeting – August 20, 2013 6:00 p.m.

- NJSchool Boards Delegate-November 16, 2013 Meeting

7. New Business

- Governor's veto of Subcontracting Bill

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

8. Adjournment

The meeting adjourned at 7:09 p.m. with a motion made by Mrs. Filler, seconded by Mrs. Simon and unanimously carried.

Respectfully submitted,

Steffi-Jo De Casas
Business Administrator/Board Secretary