

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Work Session– 7:30  
September 10,2013

**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:** Presentation of 2013-2014 District Goals (Attachment #2013-0910-02)

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

**4. Correspondence - None**

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

**FINANCE/FACILITIES**

**Committee Report:** *Mr. Goodwin reported on the meeting held on September 10<sup>th</sup> just prior to the board meeting.*

***Motion to adoption A1 and A2.***

**Motion:** Mr. Goodwin                      **Second:** Mr. Doran                      **Vote:** Carried 8 yes; 1 absent, roll call

A-1      Motion to approve the **Bill List** for the period from August 22,2013 through September 11, 2013 for a total amount of **\$ 829,030.09.**

A-2      Motion to approve **District Travel Schedule September 10, 2013** for a total amount of **\$ 1,853.42.**

A-3      Motion to approve account transfers for the period of August 1, 2013 through August 31, 2013.

A-4      Motion to adjust the annual guarantee with Maschios Food Service from \$45,000 to \$35,000 to adjust for the decrease in scheduled served lunches and a la carte sales at RMS.

A-5      Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: July 31, 2013 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of July 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 July 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 July 31, 2013.

A-6 Motion to approve the Integrated Preschool contract for the following student for the 2013-2014 school year:

S-9
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A-7 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.

*The SBA was asked to post the proposed policy and regulations to the website along with a notification of board discussion to take place for advertising on school buses.*

**EDUCATION/TECHNOLOGY**

B-1 Motion to approve a contract with Sarah Buxton of Staff Development Workshops, Inc. to provide staff development training with \$20,000 funded through Title1:

RMS Staff Development	8 Hrs. @ \$1500	Total of \$12000
District Staff Development	6 Hrs. @ \$1500	Total of \$9000
Summer Teacher Academy	3Hrs. @ \$1500	Total of \$4500

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

<b>Curriculum</b>	<b>Grades</b>
Writer's Workshop (Unit 2)	K-8

B-3 Motion to approve the **revised** tuition agreement cost amount for the 2013-2014 school year for the following student to attend the designated out of district program:

<b>Student</b>	<b>School</b>	<b>Tuition school year</b>	<b>Tuition ESY</b>
S-013	Garden Academy	85,561.20	14,260.20

## **PERSONNEL**

**Committee Report:** *Mrs. Dobozyński report out on the meeting held on the morning of September 10<sup>th</sup>*

C-1 Motion to approve Deborah Andreoni, RN to accompany S-031 to and from Matheny medical and Educational Center, effective, July 15, 2013 through August 14, 2013 at a rate of \$46.60 per hour not to exceed \$2,423.20.

C-2 Motion to adjust the 2013-14 contract and step amount for employee # 4901 to Step 7 due to an adjustment for leave of absence time.

C-3 Motion to amend 2012-2013 ESY Hourly Rates as follows:

**AIDES**

		Hourly rate
Bruno	Theresa	19.89
Cherichello	Gabriel	20.28
Cooney	Karen	18.28
DeLuca	Cheryl	15.93
DeTommaso	Lisa	15.93
Hunkele	Kim	17.93
Hutson	Kim	19.24
Liskovec	Lillian	20.92
Livesey	Laurie	17.03
Marsh	Pauline	18.60
Schultz	Maryann	17.96
Sevell	Casey	16.43
Somma	Laurie	19.24

**ESY TEACHERS**

		Hourly rate
Adhikari	Gargi	42.48
Dauernheim	Kristie	44.07
DeVelder	David	45.65
Dunleavy	Jessica	42.08
Fahey	Geri	70.66
Hoagland	Heather	40.46
Mahoney	Lauren	43.12
Nicolai	Lauren	45.65
Reilly	Maryann	49.19
Simonetti	Deanna	50.42
Smith	Catherine	62.17
Spatz	Melissa	43.12
Wild	Bruce	56.41

Rates are based on the rate for the new school year.

C-4 Motion to accept the superintendent's recommendation and affirm the appointment of the following summer support staff, effective July 15, 2013 through August 30, 2013.

Summer Tech Support		Total Summer Hours	Rate/Hr.	Total Summer Rate
Zachary Amster	5 weeks 20Hrs/week	100	\$9	\$900

C-5 Motion to accept the superintendent's recommendation to accept the listed substitute bus driver for the extended school program.

Melissa Flannery

C-6 Motion to accept the Superintendent's recommendation and affirm the appointment of Kevin Russo, #15-05-D3/arc, as Network Administrator (replacing Steven Van Bochoven, resignation) at an annual salary of \$52,000 prorated commencing August 26, 2013 through June 30, 2014.

C-7 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Laura Townley	World Language Teacher (French)/RMS #20-01-D2/app	On or before 10/20/13

C-8 Motion to accept the Superintendent's recommendation and affirm the replacement teacher (long term substitute) appointments pending satisfactory completion of employment requirements and emergent hire, if needed:

NAME	POSITION	RATE	EFFECTIVE DATES
Anne Rieche	Long Term Replacement Teacher (replacing employee #4909 LOA)	Substitute rate for the first 20 consecutive days/Step 1 per diem rate	9/1/2013 to on or about 10/23/13
Tamara McAllister	Long Term Replacement Teacher (replacing employee #2874 LOA)	\$ 52,390.00/BA1	9/1/2013-6/20/2014

C-9 Motion to approve stipends for the following additional teachers to participate in the 2013 Summer Teacher Academy Program.

Teacher	Session	Date	Amount
Schmidt, Lisa	Google Docs	8/21/2013	\$40.00
McGibbon, Joyce	Google Drive	8/22/2013	\$60.00
Schmidt, Lisa	Google Drive	8/22/2013	\$60.00
Smith, Elaine	Google Drive	8/22/2013	\$60.00

C-10 Motion to accept the Superintendent's recommendation and affirm Michael Santo as a Summer Field Maintenance Worker (new baseball field), at a rate of \$27.00/hr, not to exceed \$5,000.00, effective July 1, 2013.

C-11 Approval to compensate the following teachers for curriculum work on Advanced Mathematics at TBS and WHS:

Joyce McGibbon and Lisa Schmidt – 12 hours each at \$30/hour = \$360 each.

- C-12 Motion to accept the Superintendent's recommendation and approve the following Readington Middle School teachers to serve as RMS Team Leaders for the 2013-2014 school year at a stipend of \$1,500 each:

Mary Fuchs	Sherry Krial	Nicole Maraventano
Lisa Moor	Roseanne Panico	George Shepherd
Jennifer Smith	Melissa Spatz	

- C-13 Motion to accept the Superintendent's recommendation and approve Bruno Somma as Boys Soccer (A) coach at RMS (replacing Jim Casertano) for the 2013-2014 school year.
- C-14 Motion to accept the Superintendent's recommendation and approve the appointment of Cheryl DeLuca as Clerical Aide,# 20-01-D2/afb, at Three Bridges School (replacing Lisa DeTommaso, transfer to Central Office) at a rate of \$13.73 per hour/Step 5, 7.5 hours/day, 200 days per year.
- C-15 Motion to affirm the Superintendent's recommendation to appoint the following instructional aides pending satisfactory completion of employment requirements and emergent hire, if needed:

NAME	POSITION	STEP	EFFECTIVE DATE
Sandra Corbett	.5 Kindergarten Aide/WHS (replacing Kristen Frohn) 30-04-D3/awd	Step 1C \$17.68/hr./ 3.25 hrs./181 days	9/1/2013- 6/30/2014
Alexzandria Tragno	.5 Kindergarten Aide/WHS (replacing Kristen Frohn) 30-04-D3/awe	Step C1 \$17.68/hr./ 3.25 hrs./181 days	9/1/2013- 6/30/2014
Cristina Maher	.6 Instructional Aide/HBS (replacing Maria Sfondouris) 30-02-D3/awb	Step C1 \$17.68/hr./4 hrs./ 181 days	9/1/2013- 6/30/2014
Rebecca Kranz	.6 Instructional Aide/HBS (replacing Maria Sfondouris) 30-02-D3/alk	Step 1 \$15.68/hr./4 hrs./181 days	9/1/2013- 6/30/2014
Kristen Bover	.5 Instructional Aide/RMS (replacing Gayle Wilt) 30-01-D3/alc	Step 1 \$15.68/hr./ 3.25/181	9/1/2013- 6/30/2014
Kathryn Scheffler	.5 Instructional Aide/RMS (replacing Gayle Wilt)30-01-D3/avz	Step 1 \$15.68/hr./ 3.25 hrs./181 days	9/1/2013- 6/30/2014

Patricia Lamberta	.5 Instructional Aide/TBS (replacing Tiffany Chan Page) 30-03-D3/amb	Step 1 \$15.68/hr./ 3.25 hrs./181 days	9/1/2013- 6/30/2014
Diane Cornell	.5 Instructional Aide/TBS (replacing Tiffany Chan Page) 30-03-D3/avy	Step 1 \$15.68/hr./ 3.25 hrs./181 days	9/1/2013- 6/30/2014
Nancy Belick	Instructional Aide (replacing Tamara McAllister, Leave Replacement for Employee 2874))	Step 7 \$17.33/hr./ 6.5 hrs./181 days	9/1/2013- 6/30/2014
Eva Kusina	Substitute Instructional Aide (replacing Anne Rieche, Leave Replacement for Employee 4909)	\$70/day for the first 20 consecutive days, then at Aide Step C1	9/9/2013 to on or about 10/22/2013
Rosanne Vitiello	.5 Instructional Aide/TBS RR (replacing Chery DeLuca) 30.03.D3@AWF	Step C1 \$17.68hr./ 3.25 hrs./181 days	9/1/2013- 6/30/2014
Heather Goldschmitt	.5 Instructional side/TBS .15RR .35K 30.03.D3@AWG	Step C1 \$17.68/hr./ 3.25hrs./180 days	9/10/2013- 6/30/2014

- C-16 Motion to approve the following salary increases in recognition of the following employee's attainment of additional credits for lateral movement per RTEA Guide.

Employee Name	School	Effective Date	From Step	Salary	To Step	Revised Salary	Increase
Jessica Dunleavy	TBS	9/1/2013	3 BA+15	54500	3 MA	58100	3600
Kristin Poroski	RMS	9/1/2013	8 BA+15	56540	8 MA	60140	3600
Alison Myers	RMS	9/1/2013	9 MA	61040	9 MA+30	63840	2800

- C-17 Motion to accept the Superintendent's recommendation to appoint Nicholas Alfano as Support Technician 15-05-D3/avn (replacing Kevin Russo), at a salary of \$37,000 per year prorated, effective September 16,2013.

## **COMMUNICATIONS**

**Committee Report:** *Mrs. Simon reported out on the meeting held on Sept. 4<sup>th</sup>.  
The dress code policy from the Ad Hoc committee was also discussed.*

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

Bylaw 0000.02 - Introduction  
Policy 5120 – Assignment of Pupils  
Policy 5300 – Automated External Defibrillators (AEDs)  
Regulation 5300 – Automated External Defibrillators (AEDs)  
Policy 5533 – Pupil Smoking  
Policy 7434 – Smoking in School Buildings and on School Grounds

## **MINUTES**

E-1 Motion to approve the minutes of the regular meeting of August 20, 2013.

E-2 Motion to approve the Minutes for August 27, 2013 special meeting.

### **6. Unfinished Business –**

- Board Goals
- Collective Bargaining Workshops
- NJSBA Conference October 22-24, 2013

**7. New Business –** President, Livingston appointment of Ray Egbert NJSBA and HCSBA representative

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

### **9. Closed Session**

*MOTION TO GO INTO EXECUTIVE SESSION 8:46*

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 discuss the upcoming RTCC negotiations for approximately 30 minutes.*

*The Board will not take action following Executive Session and will adjourn immediately upon return from Executive Session.*

*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 exist.*

**10. Motion to Adjourn at:** 9:53pm

**Motion:** *Filler*

**Second:** *Panico*

**Vote:** *Carried*