

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Reorganization/Regular Meeting – 7:00 PM
January 28, 2014

MINUTES

Call to Order by Board Secretary- – Open Public Meetings Act – Roll Call

President Livingston called the meeting to order at 7:30 p.m. and announced that the meeting was being held in compliance with the Open Public Meetings Act and open to the media and public. Notices were duly posted, and the meeting was advertised in the Courier News. Formal action was taken.

ROLL CALL:

Present: Barbara Dobozyński, Wayne Doran, Ray Egbert, William Goodwin, Vincent Panico, Laura Simon, Cheryl Filler and David Livingston

Absent: Eric Zwerling

SUPERINTENDENT'S REPORT

Holland Brook School Presentation - Student ipad tutorials

OPEN TO THE PUBLIC (LIMITED TO ACTION ITEMS ON THE AGENDA)

No comments.

CORRESPONDENCE

Letter from Mrs. Watson regarding enrollment

Email from Mrs. Hess regarding K enrollment

ADMINISTRATIVE REPORTS

1.01 Enrollment and Drill Reports (attachment 1.01)

MINUTES

Adoption of 2.01 - 2.02

**Motion: Mr. Doran Second: Mrs. Dobozyński Roll Call Vote:
Carried- 7 yes; 1 abstention (Simon)**

- 2.01 Motion to approve the **Minutes** December 17, 2013.
- 2.02 Motion to approve the **Executive Session Minutes** December 17, 2013.

FINANCE/FACILITIES

Mr. Goodwin reported that the committee met prior to board meeting to review the Transportation and Facilities budgets.

Adoption of 3.01-3.08

Motion: Mr. Egbert Second: Mr. Panico Roll Call Vote: Carried- 8 yes

- 3.01* Motion to approve the **Bill List** for the period from **January 9, 2014** through **January 29, 2014** for a total amount of **\$2,708,382.09**. (Attachment 3.01)
- 3.02* Motion to approve **District Travel Schedule January 28, 2014** for a total amount of **\$4,020.15**. (Attachment 3.02)
- 3.03 Motion to approve **Account Transfers** for December 1, 2013 through December 30, 2013. (Attachment 3.03)
- 3.04 Motion to accept the **FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: November 30, 2013** Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of November 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 November 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 Treasurer's Reports subject to audit for the period ending November 30, 2013.

3.05 Motion to accept the following resolution:

WHEREAS, the Readington Township School District has received notification that it has qualified for **State Construction Grant Funds**;

NOW THEREFORE BE IT RESOLVED to accept the following listed State Construction Project Grants and authorize the Superintendent to execute contracts for same; and be it

FURTHER RESOLVED to appoint SSP Architects, the District's architect of record, as the design consultant for these projects who will prepare all plans, specifications, drawings and necessary bid-related documents; and be it

FURTHER RESOLVED that the Business Administrator/Board Secretary is authorized to supervise these school facility projects and as the District's Qualified Purchasing Agent is also authorized to solicit bids for the projects named herein:

Project #	Project Title	Total Project Cost	40% State Share	60% Board Share
4350-030-14-1005-G04	HBS Security Cameras	65,000.00	26,000.00	39,000.00
4350-050-14-1006-G04	RMS Security Cameras	115,000.00	46,000.00	69,000.00
4350-060-14-1007-G04	TBS Security Cameras	60,000.00	24,000.00	36,000.00
4350-070-14-1008-G04	WHS Security Cameras	70,000.00	28,000.00	42,000.00
4350-050-13-3002-G04	RMS Windows	375,000.00	150,000.00	225,000.00
4350-060-13-3003-G04	TBS Roof	625,000.00	250,000.00	375,000.00
4350-070-13-3004-G04	WHS Roof	520,000.00	208,000.00	312,000.00
TOTAL	ROD GRANT PROJECTS	1,830,000.00	732,000.00	1,098,000.00

3.06* Motion to transfer the following funds in the **RMS Student Activity Account**:

General Student Account	(\$4,000.00)	
8 th Grade Account	(\$2,850.00)	
Yearbook Account		<u>\$6,850.00</u>
Totals:	<u>(\$6,850.00)</u>	<u>\$6,850.00</u>

3.07* Motion to approve a contract with VHS Collaborative in the amount of \$5,950 for participation in the **Virtual High School** program for the 2013-14 school year.

3.08* Motion to approve a **transportation contract** with Somerville Board of Education for the transport of one student to the Stepping Stone School at a cost of \$82.26 per day commencing January 2, 2014 through June 30, 2014.

EDUCATION/TECHNOLOGY

Mr. Livingston reported that the meeting was postponed due to snow day and will now be held on Tuesday, February 11th.

Adoption of 4.01 - 4.011

Motion: Mr. Goodwin Second: Egbert Roll Call Vote: Carried-8 yes

4.01 Motion to approve the Superintendent's recommendation and approve Karen Kucharski to complete her **student teaching** requirement at Holland Brook School (Clymer) from January 27 to May 1, 2014 as part of her Teacher Preparation Program at Caldwell College.

4.02 Motion to approve the following **novels** for the Readington Township School District:

School	Novels
HBS	Gone A Whaling Guinea Pig Scientists Burp! The Most Interesting Book You'll Ever Read about Eating
RMS	Wisdom, The Midway Albatross We are the Weather Makers Animal, Vegetable, Miracle Omnivores Dilemma Teen Cyberbullying Investigation

- 4.03 Motion to approve **Fundraiser** “Fundrunners Fun Run” at Whitehouse School, March 25, 2014 and April 3, 2014.
- 4.04 Approval for Erin Tansey to complete her **student teaching** requirement with Lisa Moor (Social Studies) for the spring 2014 semester as part of her studies at The College of NJ.
- 4.05* Motion to approve **Fundraiser** “Valentine Carnation Sale” at Readington Middle School, February 12, 2014 - February 13, 2014.
- 4.06* Motion to approve the Superintendent’s recommendation for TCNJ students Daniel Malloy, Jessica Peirce, Joseph Pagani, and Bronson Manley to observe at RMS in Christiane Darby’s chorus classroom between January and March, 2014 as part of their **field teaching** experience.
- 4.07* Motion to approve **Fundraiser** “Go Green with TBS” at Three Bridges School, March 20, 2014 and March 27, 2014.
- 4.08* Motion to accept an Exxon Mobil Educational Alliance **grant** in the amount of \$500.00 for Holland Brook School to be used for a science related activity.
- 4.09* Motion to approve the following out of district **tuition contract** for the 2013-2014 school year & ESY services for student: S-235 effective January 2, 2014.

	School Year	ESY
Stepping Stone School	\$26,941.20	\$7,347.60
	(1/2/14 – 6/19/14)	(Summer 2014)

- 4.10* Motion to approve **Fundraiser** “Art Show” at Three Bridges School, March 20, 2014 and March 27, 2014.

4.11* Motion to approve the following **Enrollment** resolution:

WHEREAS, a Readington Middle School student whose name is on file in the Superintendent's office will move out of the Readington Township School District during the third (3rd) marking period of the 2013-2014 school year; and

WHEREAS, the Parents of this student have requested that she be allowed to complete the third (3rd) marking period, through April 18, 2014, without payment of tuition based upon the family's extraordinary circumstances; and

WHEREAS, Readington Township Board of Education (hereinafter referred to as the "Board") Policy 5111, "Eligibility of Resident/Nonresident Pupils," allows the Board to approve admission of a nonresident student without payment of tuition; and

WHEREAS, the Board has determined based on the extraordinary circumstances of this case to waive tuition from the date the Parents close on their Readington Township home, which is scheduled for February 2014 through April 18, 2014.

NOW, THEREFORE, BE IT RESOLVED that the Board has determined, based on the extraordinary circumstances of this case, to allow the student to remain enrolled in the Readington Middle School through April 18, 2014, without the payment of tuition.

4.12 Motion to adopt a revised 2013-14 Annual School Calendar changing February 14th to an early dismissal Curriculum day and removing February 17th as a holiday which will now be a regular instructional day.

PERSONNEL

Mrs. Dobozyński reported on the meeting held on January 23rd.

Adoption 5.01 - 5.18

Motion: Mr. Panico Second: Mrs. Simon Roll Call Vote: Carried – 8 yes

- 5.01 Motion to appoint **facilitators** for the Family Math and Family Science programs for a stipend of \$600.00 each:

School	Program	Facilitators
Three Bridges School	Family Science	Christine Lewis Edward Dubroski
Three Bridges School	Family Math	Sarah Pauch Kristi Dauernheim

- 5.02 Motion to appoint the following mentors for the 2013-2014 school year as follows:

New Staff Member	Mentor	School	Term
Jaime Ericson	Patricia Coleman	TBS	Full Year

- 5.03 Motion to accept the Superintendent's recommendation and approve the appointment of Eva Kusina, 30-04-D3/AWP, **Instructional Aide**, full time, at Whitehouse School at a salary of \$12,985.96 at a rate of \$17.68 per hour/ Step 1C, 6.50 hours/day, 113 days per year, starting January 2, 2014.

- 5.04 Motion to amend Motion C-4 approved at the October 29, 2013 Board of Education meeting and approve Mark Lalumia as the sole **Club Advisor** for Jazz Band at a rate of \$1,751.40.

- 5.05 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
Lora Petersen	RMS	02/01/2013	MA/Step10	\$62,270	MA+30/ Step 10	\$65,070	\$2,800

- 5.06 Motion to acknowledge the following **retirement** with appreciation for her years of service, effective June 30, 2014:

Donna Ballengee	Guidance Counselor (RMS) 20-01-D2/ajf
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- 5.07 Motion to appoint Patricia Hoffman as a **Chaperone** for 2013-14 RMS school events at a rate of \$19.71 per hour.
- 5.08 Motion to **correct** the 2013-14 rate of pay for RMS **Chaperone** Erica Del Guidice to \$22.98 per hour (Motion C-9, July 23, 2013).
- 5.09 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:

Jessica Marczyk	Kathy Corsini	Alan Hinkson
Carrie Mastropaolo	Danielle Sullivan	Nancy St.Miklosy

- 5.10 Motion to accept the Superintendent's recommendation and amend **Nicole Morelli's**, Instructional Aide, contract to reflect her attainment of certification from Step 1 to Step 1C effective December 1, 2013.
- 5.11 Motion to accept the Superintendent's recommendation and approve Filomena Hengst and Maria Winter as the **2014 Summer Enrichment Program Coordinators** at a shared stipend of \$4,000, effective immediately through August 31, 2014. (self-sustaining program).
- 5.12 Motion to accept the following **resignation**:

Name	Position	Effective Date
Victoria Tarentino	Energy Coordinator/40-05-D3/AVI	1/31/2014

- 5.13 Motion to accept the Superintendent's recommendation and approve the appointment of Antoninett Boccuzzi, 30-03-D3/@AWQ, **Instructional Aide**, full time, at Three Bridges School, at a salary of \$12,495.02 at a rate of \$16.43 per hour/ Step 4NC, 6.5 hours/day, 117 days per year starting December 16, 2013.
- 5.14* Motion to increase the district's **substitute nursing rate** of pay to \$150 per diem commencing on February 1, 2014.

- 5.15* Motion to accept the Superintendent's recommendation and approve **stipends** for the following teachers **facilitating courses** for the Readington Township 2014 Teacher Academy Program:

Staff Member	School	Teacher Academy Course	Stipend
Bengels, Emily	RMS	Second Language Learners	\$90
Birmingham, Denise	RMS	IXL 101	\$90
Dunleavy, Jessica	TBS	Touch Math	\$90
Ehler, AnneMarie	TBS	Word Study	\$90
Krial, Sherry	RMS	RMS Improving Tech – Early Stage	\$270
Krial, Sherry	RMS	RMS Improving Tech – Proficient	\$270
Krial, Sherry	RMS	RMS Lesson Planner/Gradebook	\$135
Krial, Sherry	RMS	Elementary Lesson Planner	\$135
Krial, Sherry	RMS	HBS Lesson Planner/Gradebook	\$135
Krial, Sherry	RMS	Getting Started in the World of Google	\$135
Krial, Sherry	RMS	The First Steps to Using Google & Gmail	\$135
Krial, Sherry	RMS	The First Steps to Using Google Docs	\$135
McGibbon, Joyce	TBS	TBS Improving Tech – Early Stage	\$270
McGibbon, Joyce	TBS	TBS Improving Tech – Proficient	\$270
Pauch, Sarah	WHS	Math Daily 5	\$135
Pauch, Sarah	WHS	RMS Improving Tech – Early Stage	\$270
Pauch, Sarah	WHS	RMS Improving Tech – Proficient	\$270
Pauch, Sarah	WHS	WHS Improving Tech – Early Stage	\$270
Pauch, Sarah	WHS	WHS Improving Tech – Proficient	\$270

Pauch, Sarah	TBS	TBS Improving Tech – Early Stage	\$270
Pauch, Sarah	TBS	TBS Improving Tech – Proficient	\$270
Schmidt, Lisa	WHS	Film Study: Temple Grandin	\$270
Schmidt, Lisa	WHS	WHS Improving Tech – Early Stage	\$270
Schmidt, Lisa	WHS	WHS Improving Tech – Proficient	\$270
Squire, Carrie	TBS	Touch Math	\$90
Tumolo, Anthony	WHS	Word Study	\$90
Tumolo, Anthony	WHS	Math Daily 5	\$135
		TOTAL	\$4,595

5.16* Motion to accept the Superintendent’s recommendation to appoint the following as **club/program advisors** for the 2013-2014 school year at Three Bridges School:

Club	Advisor	Stipend
Fitness	Edward Dubrowski	\$711.51
Technology	Tiffany Barca	\$355.75
Technology	Jessica Dunleavy	\$355.75
Young Authors	Christine Lewis	\$711.51
Theatre	Lori Dribbon	\$355.75
Theatre	Debra Reed	\$355.75
Spanish	Yolanda Campuzano	\$711.51
	TOTAL	\$3,557.53

- 5.17* Motion to approve the superintendent's recommendation and appoint Jim Casertano and Ed Dubroski to serve as **Co-Coordinator of the Summer Sports Camp 2014**, to be paid at the contractual rate of \$40/hour, not to exceed 10 hours each. (\$400 each).
- 5.18* Motion to accept the Superintendent's recommendation to appoint Liana Fross, **teacher replacing employee #2150 LOA** position 20-01-D2/afc, at the substitute rate for the first 20 consecutive days/Step 1 per diem rate thereafter, commencing January 27, 2014 to on or about April 25, 2014.
- 5.19* Dr. Sargent made a recommendation to terminate the employment of Allen Layton. Mr. Layton made a statement to the board. Mr. Layton had notified the Board that he wished to waive his right to have this matter discussed in closed session.

Motion to table the motion regarding recommended termination until the next board meeting allowing board members the opportunity to view the bus video prior to voting on this matter.

Motion: Mr. Doran Second: Mrs. Dobozyński Vote: Carried

Motion to approve the following resolution;

WHEREAS, an employee whose name is on file in the Superintendent's Office has been employed by the Readington Township Board of Education as a bus driver; and

WHEREAS, this individual's employment contract specifies that his employment may be terminated upon fifteen (15) days notice; and

WHEREAS, the Superintendent believes that it is no longer in the Board's best interest to continue to employ the bus driver referenced above;

NOW THEREFORE, BE IT RESOLVED, that, based on the Superintendent's recommendation, the board hereby terminates the employment of this employee in accordance with the fifteen (15) day notice provision specified in his employment contract; and

BE IT FURTHER RESOLVED, that the bus driver shall not be required to continue to perform his duties during the period between the giving of notice and the date of termination of employment thereunder; and

BE IT FURTHER RESOLVED, that the Board Secretary/Business Administrator shall provide the employee with notice of the Board's action as set forth in this Resolution forthwith.

COMMUNICATIONS

Mrs. Simon reported on the meeting held on January 13th.

Adoption of 6.01

Motion: Mr. Doran Second: Mr. Goodwin Roll Call Vote: Carried
- 8 yes except for Policy 6164

-Policy 6164 Carried 5 yes;
3 no (Dobozynski, Egbert and Filler)

6.01 Motion to accept the Superintendent's recommendation to approve for **second reading** and **adopt** the following policies and regulation:

Policy 3144.12 – Certification of Tenure Charges – Inefficiency
Policy 3372 – Teaching Staff Member Tenure Acquisition
Policy 5512 – Harassment, Intimidation, and Bullying
Regulation 5512 – Harassment, Intimidation, or Bullying Investigation Procedure
Policy 6164 – Advertising on School Buses

UNFINISHED BUSINESS

Motion to amend the list of annual Board meeting dates as attached and adopt the Board Code of Ehtics.

Motion: Mrs. Filler Second: Mr. Panico Vote: Carried

***NEW BUSINESS FROM BOARD/PUBLIC**

Board Comments:

Mr. Doran requested that academic support sessions be evaluated and information regarding the program provided to the board

Mr. Egbert spoke about Ray Pinney's talk at the H.S.A. meeting.

Public Comments :

Mrs. Creilly thanked Mr. Nigro and Mrs. Ballengee for their support during some recent difficult personal losses by staff and students.

ANNOUNCEMENTS FROM THE PRESIDENT

The following bills were signed into law by the Governor:

- A-3997/S-3076 Prohibits inclusion of bonus for Superintendent for reducing number of out of district placements
- A-735 Permits a student who moves out of district due to a family crisis to remain enrolled until the end of the school year

- A-3686 Permits two or more school board candidates to circulate petitions jointly and bracketed together on election ballot
- A-4300 Extends timeline for certain budget related tasks for November election districts
- S-1127 Permits Boards to adopt a salary policy of up to five years instead of three
- A-1273 Requires State Health Benefits Plan and Joint Insurane Funds to provide claims information free of charge once every two years

EXECUTIVE SESSION

(8:40 p.m.)

Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss: the Superintendent's Contract Renewal for approximately 30 minutes at which time the Board expects to return to Public Session. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, if is not presently known when such circumstances will exist.

Motion: Mr. Goodwin

Second: Mr. Doran

Vote: Carried

Motion to Adjourn at 9:52 p.m.

Motion: Filler

Second: Simon

Vote: Carried

Respectfully submitted,

**Steffi-Jo De Casas
SBA/Board Secretary**