

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Reorganization/Work Session Meeting – 7:30  
January 7, 2014

**MINUTES**

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

DeCasas at 7:30 pm

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 was taken.

**REORGANIZATION**

**Election Results – November 5, 2013/Oath of Office**

<b>Readington Twp. BOE Membership 1 Yr. Term</b>		
	<b>Vote Count</b>	<b>Percent</b>
<b>Ray Egbert</b>	<b>2,630</b>	<b>99.51</b>
<b>Write-in</b>	<b>13</b>	<b>.49</b>
<b>Total</b>	<b>2,643</b>	<b>100.00</b>

<b>Readington Twp. BOE Membership 2 yr. Term</b>		
	<b>Vote Count</b>	<b>Percent</b>
<b>Barbara Dobozyński</b>	<b>1,892</b>	<b>58.99</b>
<b>Christopher E. Allen</b>	<b>1,309</b>	<b>40.89</b>
<b>Write-in</b>	<b>4</b>	<b>.12</b>
<b>Total</b>	<b>3,216</b>	<b>100.00</b>

<b>Readington Twp.-BOE Membership 3 Yr. Term</b>		
	<b>Vote Count</b>	<b>Percent</b>
<b>Cheryl Filler</b>	<b>2,359</b>	<b>32.67</b>
<b>Laura Simon</b>	<b>2,454</b>	<b>33.99</b>
<b>William Goodwin</b>	<b>2,384</b>	<b>33.02</b>
<b>Write-in</b>	<b>23</b>	<b>.32</b>
<b>Total</b>	<b>7,220</b>	<b>100.00</b>

Election of President Livingston Zwerling/Filler

Election of Vice President Filler Zwerling/Goodwin

Adoption of R-1, R-3, and R-4

**Motion: Mr. Doran      Second: Mr. Goodwin      Vote: Carried- 8 yes**

**ROLL CALL:**

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

R-1      Motion to approve the calendar of the Board of 2014 as indicated on attachment.  
(Attachment R-1) *HBS meeting*

R-2      Board President Appointments:

- NJ School Boards Association Delegate
- NJ School Boards Association Alternate Delegate
- Hunterdon County ESC Representative
- Garden State Coalition of Schools Trustee
- Readington Educational Foundation Representative
- Home School Association
- Board of Education Sick Bank Trustees – Personnel Committee Members (when Assigned)
- Committee Chairs and Committee Assignments:
  - Communications Committee
  - Finance/Facilities Committee
  - Education/Technology Committee
  - Personnel Committee
  - Negotiations Committee
  - Green Committee
  - District Technology Committee
  - Shared Services

R-3      Motion to adopt current Board policies

R-4      Motion to adopt the Code of Ethics

**SUPERINTENDENT’S REPORT**

*Dr. Sargent thanked the Transportation and Grounds departments for the efforts during the recent difficult weather. Met with Staff members at RMS to review online course applications for the Middle School.*

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

**No comments**

**CORRESPONDENCE**

**ADMINISTRATIVE REPORTS**

**MINUTES**

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

**FINANCE/FACILITIES**

Adoption of 3.01-3.02

**Motion: Mr. Goodwin                      Second: Mrs. Filler                      Vote: Carried- 8 yes**

**ROLL CALL:**

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

- 3.01 Motion to approve the **Bill List** for the period from **December 12, 2013** through **January 8, 2014** for a total amount of **\$1,844,107.74**. (Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule January 7, 2014** for a total amount of **\$2,139.38**. (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.

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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 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:

<b>Project #</b>	<b>Project Title</b>	<b>Total Project Cost</b>	<b>40% State Share</b>	<b>60% Board Share</b>
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 GRANTS	1,830,000.00	732,000.00	1,098,000.00

### **EDUCATION/TECHNOLOGY**

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:

<b>School</b>	<b>Novels</b>
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.

**PERSONNEL**

- 5.01 Motion to approve 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 approve 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 approve 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
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- 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 Brogna** and **Maria Winter** as the 2013 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.

## **COMMUNICATIONS**

**Committee Report:** *A meeting is scheduled for Monday, January 13<sup>th</sup>.*

- 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

*Mrs. Filler noted that there are a number of questions regarding policy 6164 that will need to be addressed at the committee meeting. Specifics of advertisement approvals and other specifics to be designated in the policy.*

**UNFINISHED BUSINESS** – School election bill (S-2086; A7424) signed by Governor 12/27/13.  
Moves filing date closer to November election.

## **NEW BUSINESS FROM BOARD/PUBLIC**

- January 17<sup>th</sup> ESC presentation on visual learning
- Upcoming budget work session schedule will be posted
- January 25<sup>th</sup> meeting being conducted by the County Clerk providing information to public members running for public office
- HSA meeting will be held next Wednesday, January 15<sup>th</sup> at 7:30
- HCSBA meeting scheduled January 23<sup>rd</sup> at 6:00
- Mr. Zwerling asked about filling the vacant Energy Coordinator position  
Dr. Sargent explained that she was looking into a possible shared position with another district maintaining this part-time position

## **ANNOUNCEMENTS FROM THE PRESIDENT**

President Livingston noted the Spring Teachers Academy Program offerings.



**ADJOURNMENT**

Mrs. Filler moved, seconded by Mr. Panico to adjourn the meeting at 8:07 p.m.

**Respectfully submitted,**

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