

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Work Session – 7:30
February 11, 2014

MINUTES

Call to Order by Board President – 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 Hunterdon County Democrat and Courier News. Formal action was taken.

ROLL CALL:

Present: Barbara Dobozynski, Wayne Doran, Ray Egbert, William Goodwin, Vincent Panico, Laura Simon, Eric Zwerling, Cheryl Filler and David Livingston.

Also Present: Barbara Sargent, Superintendent
Steffi-Jo De Casas, SBA/Board Secretary
Vittorio LaPira, Attorney

SUPERINTENDENT’S REPORT

Middle School Girls Basketball Regional Championship will be played Wednesday evening
Three Bridges School recognized with a Green Ribbon Award
Recognition of Jean Bowman, HBS Gr. 5 Teacher, retiring at the end of February

5.07 Motion to take from the table item 5.19 as put forth on January 28, 2014.

Motion: Mr. Goodwin Second: Mr. Egbert Roll Call Vote: Carried 9 yes

5.08 Motion to adopt the following resolution:

Motion: Mr. Egbert Second: Mrs. Dobozynski

Mr. Livingston opened the meeting to comments from Mr. Layton and any other members of the public who wished to speak. Mr. Layton spoke on his behalf. Mrs. Bennet and Mr. Mark, Mr. Layton’s attorney also addressed the board on Mr. Layton’s behalf.

**Roll Call Vote: Motion failed to carry 2 yes (Dobozynski; Panico);
7 no (Doran, Egbert, Goodwin, Simon, Zwerling, Filler, Livingston)**

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.

Motion for administration to develop a corrective action plan to be followed prior to Mr. Layton's return to his position.

Motion: Mr. Goodwin Second: Mrs. Filler Roll Call Vote: Carried 9 yes

Mr. Layton stated he was sorry for the incident.

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

Jeannie Stepner inquired about the goods and services referred to in items 3.08 and 3.09 which are to cover upcoming camera installations.

Linda Rakowitz inquired about the resolution referring to the NJEA conference.

CORRESPONDENCE - None

ADMINISTRATIVE REPORTS

1.01 Motion to accept HIB reports: two incidents :

RMS - 01212014

HBS - 01282014

Motion: Mr. Doran Second: Mrs. Filler Roll Call Vote: Carried 9 yes

MINUTES

- 2.01 Motion to approve the Minutes January 28, 2014.
- 2.02 Motion to approve the Executive Session Minutes January 28, 2014.

Committee Report details are available through written committee reports published on the district's website.

FINANCE/FACILITIES

Committee Report: *Mr. Goodwin noted that it was unlikely the Budget review meeting would be held on Thursday, February 13th based upon recent weather reports. The BA was directed to draft an updated budget review calendar which will be posted and published for public notice.*

Motion to adopt 3.01 and 3.06

Motion: Mr. Goodwin Second: Mr. Doran Roll Call Vote: 9 yes

- 3.01 Motion to approve the **Bill List** for the period from **January 30, 2014** through **February 12, 2014** for a total amount of **\$1,536,020.35**. (Attachment 3.01)
- 3.02 **District Travel Schedule - none presented for this month**
- 3.03 Motion to approve **Account Transfers** for **January 1, 2014** through **January 31, 2014**. (Attachment 3.03)
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: December 31, 2013 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 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.

Steffi-Jo DeCasas, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as December 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 December 31, 2013.

- 3.05 Motion to accept a grant in the amount of \$500 from Creative Management, Inc. and the Exxon Mobile Fuels Marketing Educational Alliance to be used toward math or science programs at Holland Brook School.
- 3.06 Motion to approve the application to the Hunterdon County Office of Education for a waiver of the requirements to maximize the Special Education Medicaid Initiative for the 2014-2015 school year
- 3.07 Motion to amend the district's Long Range Facility Plan to include the RMS roof and RMS Lifeskills classroom renovation projects and to authorize administration to apply to the New Jersey Department of Education to approve this as an "other" project not eligible for state funding and to direct SSP architects to proceed with specifications development.
- 3.08 Motion to approve an Inter-Local Agency/Shared Services Agreement with EIRC for the provision of products and services per 40A:65-1 et seq. and 18A:6-95.1.
- 3.09 Motion to authorize the district's participation in TCPN, The Cooperative Purchasing Network.
- 3.10 Motion to contract with OMNI Group to serve as the district's Third Party 403(b) Plan Administrator in accordance with their proposal submitted on December 23, 2013.
- 3.11 Motion to approve change order #W-2013-03 (Pottsgrove Glass) in the amount of \$5,830.00 for the contractor to furnish all labor, material, and equipment necessary to provide electrified door hardware, including electric device, hinges, and power transfers, at Door #1 and Door #2 as necessary to maintain operation of existing magnetic lock devices at the entry/exit doors.

EDUCATION/TECHNOLOGY

Committee Report: *Mr. Livingston noted the committee met in the morning on February 11th.*

Motion to adopt 4.03 and 4.04

Motion: Mrs. Dobozyński **Second:** Mr. Egbert **Roll Call Vote:** Carried 9 yes

- 4.01 Motion to accept the Superintendent's recommendation and approve the following fundraisers:

Fundraiser	School	Date	Recipient
Laser Tag	HBS/RMS	February 13, 2014	Destination Imagination Teams
Flower-Grams	HBS/RMS	March 13 & 14, 2014	Destination Imagination Teams
Candy-Grams	HBS/RMS	March 13 & 14, 2014	Destination Imagination Teams
Barnes & Noble Book Fair	RMS	May 29, 2014 (tentative)	RMS Library Media Center
Sponsor Yearbook Booklet	HBS/RMS	February – April 2014	Destination Imagination Teams
Student/faculty Basketball Game	RMS	February 6, 2014	8 th Grade Students
Lip Sync Contest	RMS	February 20, 2014	RMS Student Council and The Hero Campaign
New Jersey Blood Services-Blood Drive	RMS	April 9, 2014	New Jersey Blood Services

4.02 Motion to accept the Superintendent's recommendation to approve Home Instruction for student: H-135 for 10 hours per week beginning on or about February 3, 2014 through May 2, 2014.

4.03 Motion to approve a settlement agreement in the matter of CK, by and Through his parents, TK and AK, individually VS. HCRHS and Readington Township School District.

4.04 Motion to approve a settlement agreement in the matter of JP and KP o/b/o DP VS. Readington Township Board of Education.

4.05 Motion to accept the Superintendent's recommendation to approve Homebound Instruction for H-137. Services provided by Summit Oaks Hospital at a rate of \$47.00 per hour for 5 hours per week beginning 1/6/14 through 1/20/14.

4.06 Motion to accept the Superintendent's recommendation and approve a 6th grade field trip to the Math Museum and Wax Museum in New York City in June 2014.

Several board members commented on trips held in May and June. Dr. Sargent explained that there is no policy or mandate regarding trips during these months. Individual principals have developed procedures suited to their individual schools.

PERSONNEL

Committee Report: *No Report.*

Motion to adopt 5.09.

Motion: Mrs. Dobozyński Second: Mr. Goodwin Roll Call Vote: Carried 9 yes

5.01 Motion to accept the following resignation:

Name	Position	Effective Date
Joanne Fagan	Special Education Aide/RMS 30-01-D3alh	February 10, 2014

5.02 Motion to acknowledge the following retirement with appreciation for her years of service, effective April 1, 2014:

Susan Cunningham	Media Specialist (WHS) 20-04-D2/akm
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5.03 Motion to accept the Superintendent's recommendation and approve Christiane Darby as Girls Lacrosse B Coach at RMS for the Spring 2014 season.

5.04 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
Mary Padavano	RMS	02/01/2013	BS+15 Step 10	\$58,670	MA Step 10	\$62,270	\$3600

5.05 Motion to accept the Superintendent's recommendation and approve the appointment of Christina Maher, 30-02-D3/awb, 5th Grade Teacher at Holland Brook School (replacing Jean Bowman, retirement), salary \$53,990, BA+15, Step 1, starting February 24, 2014.

5.06 Motion to accept the Superintendent's recommendation and grant employee #1230, six more days of paid leave of absences due to personal hardship.

- 5.09 Motion to accept the Superintendent's recommendation and approve the appointment of Jodi Bettermann as Energy Efficiency Coordinator at \$30/hour, not to exceed 20 hours per week, effective Monday, February 17, 2014.

COMMUNICATIONS

Committee Report: *No report*

Motion to adopt 6.02.

Motion: Mrs. Filler Second: Mr. Doran Roll Call Vote: Carried 9 yes

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

Policy 3144.3 – Suspension Upon Certification of Tenure Charge

Policy 3373 – Tenure Upon Transfer or Promotion

Policy 4124 – Employment Contract

- 6.02 Motion to approve the following resolution:

WHEREAS, The Governor and Commissioner of Education support increasing the number of school days and/or minutes per day in NJ Public Schools and,

WHEREAS, THE DELEGATE ASSEMBLY is the official policymaking body of the NJ School Boards and,

WHEREAS, Two school days each year in November are set aside as required school holidays for the purpose of holding the Annual NJEA convention, and

WHEREAS, NJSBA policies and positions support the intent of this resolution; specifically, File Code 1430 states, "The NJSBA believes the authority for the management of public schools must remain with local boards of education." State and federal authority shall not exceed constitutional mandate. File Code 6114 states that the ..."opening and closing of public schools is a matter best determined by local boards of education. State government, including but not limited to the State Board of Education, should not mandate the closing of public schools except for state holidays, or reasons of health and public safety. Options in lieu of closing should be provided to local boards of education that can be adapted to meet local conditions." Furthermore, be it

RESOLVED, That the Readington Twp. Board of Education proposes the following:

Permit individual boards of education to organize and schedule two-day local and/or regional professional development academies in lieu of the annual NJEA conference

Change, by legislation or executive order of the Governor, the official dates of the NJEA convention to occur during summer recess for all NJ public school districts

The intent of this resolution is to provide greater participation by certificated staff in the annual professional development conference and to schedule the annual conference during a time school districts are not in session. This avoids the loss of instructional time

during the regular school year. In the Readington Township School District, less than 10% of the certificated staff currently attend the annual NJEA convention.

In support of this resolution, this assembly moves that the NJSBA support legislation, resources, and its influence to assure this resolution successfully is enacted and, be it further

RESOLVED, That this resolution be placed on the NJSBA Delegates Assembly agenda for consideration on May 17, 2014.

UNFINISHED BUSINESS

The board discussed a request from Mrs. Hess regarding early Kindergarten admittance. The item was not referred to committee to change current board policy.

NEW BUSINESS FROM BOARD/PUBLIC

State Commissioner of Education resignation

Finance Committee calendar changes needed due to upcoming weather forecast. It was noted that all Finance Budget meetings will be advertised and open to the public.

Marie Potenta complimented the facilities staff on their snow removal efforts.

School Calendar – Currently school is scheduled for a half day on Feb 14th and a full day on February 17th and the Monday after Easter is a school day. Further changes may take place as indicated on the footnotes of the calendar should more snow days be needed.

ANNOUNCEMENTS FROM THE PRESIDENT

EXECUTIVE SESSION 9:17 pm

Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss a litigation matter for approximately 15 minutes. No action will be taken and the meeting will adjourn immediately following Executive 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. Panico Second: Mrs. Simon Vote: Carried

ADJOURNMENT

Motion to adjourn at 9:27 pm

Motion: Mr. Pancio Second: Mr. Goodwin Vote: Carried

Respectfully submitted,

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