

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting – 7:30
March 25, 2014

MINUTES

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

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.

ROLL CALL:

Present: Barbara Dobozyński, Wayne Doran, Ray Egbert, William Goodwin, Vincent Panico, Eric Zwerling, Cheryl Filler, David Livingston

Absent: Laura Simon

Also Present: Barbara Sargent, Superintendent, Steffi-Jo DeCasas, SBA/Bd. Sec.

SUPERINTENDENT’S REPORT – Budget Presentation – Dr. Sargent reviewed highlights of the preliminary budget submitted to the county superintendent.
Dr. Sargent reported that one incident of HIB was investigated at RMS and found not to be an incident.

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

CORRESPONDENCE

ADMINISTRATIVE REPORTS

Enrollment and Drill Reports

Motion: Mr. Doran Second: Mr. Panico Roll Call Vote: 8 yes, 0 no

1.01 Motion to accept the following HIB reports.

- 02/28/14
- 03/03/14

MINUTES

Adoption of 2.01 – 2.04

**Motion: Mrs. Dobozyński Second: Mr. Egbert Roll call Vote: 6 yes, 0 no
2 abstentions 2.03, 2.04 (Goodwin and Zwerling)**

- 2.01 Motion to approve the Minutes January 7, 2014.
- 2.02 Motion to approve the Minutes February 11, 2014.
- 2.03 Motion to approve the Minutes February 25, 2014
- 2.04 Motion to approve the Executive Session Minutes February 25, 2014.

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

FINANCE/FACILITIES

Adoption of 3.01 – 3.05

Finance committee met prior to the board meeting.

**Motion: Mr. Goodwin Second: Mrs. Dobozyński Roll Call Vote: 6 yes, 0 no
2 abstentions 3.05 (Goodwin and Zwerling)**

- 3.01 Motion to approve the **Bill List** for the period from **March 13, 2014** through **March 26, 2014** for a total amount of **\$1,482,070.95**. (Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule March March 25, 2014** for a total amount of **\$8,280.07** (Attachment 3.02)
- 3.03 Motion to approve **Account Transfers** for **February 1, 2014** through **February 28, 2014**. (Attachment 3.03)
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: January 31, 2014 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of January 31, 2014 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 January 31, 2014 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 January 31, 2014.

- 3.05 Resolved to approve award of the following E-Rate contracts which were posted as of January 27, 2014:

Internet-Web Hosting – School Wires
Telecommunications – Comcast or Century Link
Cell Phones - Sprint

EDUCATION/TECHNOLOGY

Meeting held on March 19th

Adoption of 4.01 – 4.18

Motion: Mr. Doran Second: Mr. Goodwin Roll Call Vote: 8 yes, 0 no

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

Fundraiser	School	Date	Recipient
Gr. 6 Read-a-Thon	RMS	March 7, 2014	St. Hubert's Animal Shelter

- 4.02 Motion to accept the Superintendent's recommendation and approve Eric Trast to complete student teaching at Whitehouse School under the supervision of Teacher of Music Laurie Levesque from March to May, 2015 as part of his undergraduate teacher training at TCNJ.

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

Curriculum	Grades
Writing Workshop (Unit 3)	1

- 4.04 Motion to accept the Superintendent's recommendation and approve the following internship placements in the Readington Township School District as follows:

Student/Placement/College	Teacher/Grade/School	Dates/Placement
Kerri Siedenbug/ Internship/Rider University	Lauren Glick/Readington Middle School	9/1/2014 – 6/30/2014
	Sara Grzenda/Whitehouse School	

- 4.05 Motion to accept the Superintendent's recommendation and approve Field Trip request for Gifted and Talented students at HBS and RMS to visit Flemington-Raritan Intermediate School on April 2 for a Creativity Coop.
- 4.06 Motion to approve the special education Extended School Year Program to occur between June 30 – August 7, 2014.
- 4.07 Motion to accept the Superintendent's recommendation to approve Home Instruction for student: H-139 for 14 hours/wk of home instruction beginning 2/24/14 through 4/24/14.
- 4.08 Motion to approve Home Instruction for student: H-140 for 5 hours/wk beginning 3/4/14 through 4/4/14.
- 4.10 Resolved to approve a revised settlement agreement in the matter of A.R. o/b/o S.R. OAL Dk. No. 2754-14.
- 4.11 Motion to accept the Superintendent's recommendation to approve Catherine Curry to observe for an hour at Holland Brook School as part of her graduate School Counseling coursework at Centenary College.

- 4.12 Motion to accept the Superintendent's recommendation to approve Field Trip request for Read-a-Thon students to visit St. Hubert's Animal Shelter in North Branch to deliver donations raised from Read-a-thon. (April 4, 2014)
- *4.13 Motion to establish an Elementary Autism Special Class Program at Whitehouse School for the 2014-2015 school year.
- *4.14 Motion to authorize the School Business Administrator to execute a tuition contract with the State of New Jersey, Department of Children and Families for the receipt of one tuition student at a rate of \$79.49 per diem for the period of October 21, 2013 through June 30, 2014.
- *4.15 Motion to accept the Superintendent's recommendation to approve Home Instruction for student: H-141 for 5 hours per week beginning March 14, 2014 through April 14, 2014.
- *4.16 Motion to approve Behavior Therapy Associates to complete an evaluation and comprehensive report (Functional Behavioral Assessment) for student S-109 at an estimated fee of \$3,220.00 (11.5 hours @ \$280.00 per hour).
- *4.17 Motion to approve Behavior Therapy Associates to complete an evaluation and comprehensive report (Functional Behavioral Assessment) for student: 8447717137 at an estimated fee of \$3,080.00 (11 hours @ \$280.00 per hour).
- *4.18 Motion to accept the Superintendent's recommendation to approve Home Instruction for student: H-142 for 5 hours/wk of home instruction beginning March 18, 2014 through April 18, 2014.

PERSONNEL

The committee met the morning of March 25, 2014

Adoption of 5.01 – 5.21

Motion: Mrs. Dobozyński

Second: Mr. Egbert

**Roll Call Vote: 7 yes, 0 no
1 abstention 5.13 (Doran)**

5.01 Motion to accept the Superintendent's recommendation and approve the following as Summer Sports Camp Coaches (self-sustaining program):

Camp	Coach	Rate	Dates
Gr. 2-5 Baseball/Soccer	Edward Dubroski Paul Yunos	\$40 per hour not to exceed 18 hours total (each)	July 7-10, 2014
Gr. 2-5 Sport Fitness Games	Edward Dubroski Paul Yunos	\$40 per hour not to exceed 18 hours total (each)	July 14-17, 2014
Gr. 2-5 Golf/Tennis	Edward Dubroski Carrie Sivo	\$40 per hour not to exceed 18 hours total (each)	July 21-24, 2014
Gr. 2-5 Basketball	Jim Casertano Mark Cleere	\$40 per hour not to exceed 18 hours total (each)	July 28-31, 2014
Gr. 2-8 Lacrosse	Jim Casertano Adam Lillia	\$40 per hour not to exceed 18 hours total (each)	July 21-24, 2014
Gr. 6-8 Basketball	Paul Yunos Mark Cleere	\$40 per hour not to exceed 18 hours total (each)	June 30-July 3, 2014
Gr. 6-8 Baseball/Softball	Ryan Newcamp Paul Yunos	\$40 per hour not to exceed 18 hours total (each)	July 28-31, 2014
Gr. 6-8 Soccer	Jim Casertano Adam Lillia	\$40 per hour not to exceed 18 hours total (each)	July 14-17, 2014
Gr. 6-8 All Sports	Jim Casertano Adam Lillia	\$40 per hour not to exceed 18 hours total (each)	July 7-10, 2014

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

Diane Duquette	Bus Driver 80-06-D6/aoc
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5.03 Motion to accept the Superintendent's recommendation and approve Christine Crielly as Club Advisor for the Holland Brook School Philanthropic Club for the 2013-2014 school year at a stipend rate of \$711.51.

5.04 Motion to accept the Superintendent's recommendation to approve the following teachers to provide home instruction for student: H-139 beginning 2/24/14 through 4/24/14 at a rate of \$30.00 per hour:

Krista Volpe	Kristen Poroski	Erica Del Gudice
Ryan Newcamp	Kristen Bover	

5.05 Motion to accept the Superintendent's recommendation to approve Emily Bengels for 5 hours/wk of home instruction to coordinate Guided Learning Experiences for student: H-139 beginning 2/24/14 through 4/24/14 at a rate of \$30.00 per hour.

5.06 Motion to accept the Superintendent's recommendation and approve stipends for the following staff members facilitating courses for the Readington Township 2014 Teacher Academy Program:

Staff Member	School	Teacher Academy Course	Stipend
Hamma, Matthew	BOE	RMS Lesson Planner/Gradebook	\$135
Hamma, Matthew	BOE	Elementary Lesson Planner	\$135
Hamma, Matthew	BOE	HBS Lesson Planner/Gradebook	\$135

5.07 Motion to approve a change in salary and hours for bus driver, Nancy Garrison, from, 5.25 hours at a salary of \$22,844.01 to 5.75 hours at a salary of \$23,757.53 effective Monday March 3, 2014 for additional Readington Middle School p.m. route.

5.08 Motion to approve a change in hours and salary for bus driver, Barbara Hoff, from 5.75 hours at a salary of \$28,360.44 to 6 hours at a salary of \$28,946.32 effective February 17, 2014 for additional student on a.m. route.

5.09 Motion to accept the Superintendent's recommendation and approve the appointment of Valerie Steen Zanardi, 20-04-D2/akm, as Media Specialist at WHS (replacing Susan Cunningham, retirement), salary \$60,140.00, MA, Step8, starting April 14, 2014.

- 5.10 Motion to accept the Superintendent's recommendation and approve Kathryn MacDade as a Homework Room advisor for the 2013-2014 school year at a stipend rate of \$25.00 per hour.
- 5.11 Motion to approve Melissa Spatz as a Special Education Chaperone for Track at a rate of \$22.98, not to exceed \$2,500, from March 10 – June 10, 2014.
- 5.12 Motion to approve Denise Hawkins as a special education Chaperone at a rate of \$19.17/hour not to exceed \$2,500 effective March 10 June 10, 2014.
- 5.13 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teacher/Aide** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements

Nicole Torpey	Zinna Mongillo	Amanda Goldstein	Amanda Gomba
*Patricia Nisivoccia	*Donna DeGrau		

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

Denise Kenny	Special Education Teacher (WHS) 20-04-D2/ajd
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- 5.15 Motion to accept the Superintendent's recommendation and approve stipends for the following teachers facilitating courses for the Readington Township 2014 Parent Enrichment Evening held on March 10, 2014:

Staff Member	School	Parent Enrichment Session	Stipend
Barkman, Dianna	RMS	Wind Turbine Challenge	\$90
Dunleavy, Jessica	TBS	Math Facts Made Easy	\$90
Ehler, AnneMarie	TBS	Reading...Workshop Style	\$90

Greenberg, Lauren	RMS	Study Tips and Tricks: How can I help my child at home?	\$90
Krial, Sherry	RMS	Wind Turbine Challenge	\$90
Kroner, Carol	WHS	Kitchen Table Top Math and Literacy Activities	\$90
Meyer, Kevin	RMS	Study Tips and Tricks: How can I help my child at home?	\$90
Pauch, Sarah	WHS	Reading Strategies and Phonics for Young Readers (K-2)	\$90
Poroski, Kristin	RMS	Study Tips and Tricks: How can I help my child at home?	\$90
Rehrig, Jodi	HBS	That's Not the Way I Learned It	\$90
Schlosser, Arlene	WHS	Kitchen Table Top Math and Literacy Activities	\$90
Squire, Carrie	TBS	Math Facts Made Easy	\$90

5.16 Motion to accept the Superintendent's recommendation and approve Gargi Adhikari, Angel Longo & Deanna Simonetti to provide home instruction for H-140 for a total of 5 hours a week collectively, beginning 3/4/14 through 4/4/14 at the rate of \$30.00 per hour.

5.17 Motion to approve a settlement agreement in the matter of Docket Number: EK22SE-62684-E EEOC CHARGE NO: 17E-2012-00122.

*5.18 Motion to approve the following mentors for the 2013-2014 school year as follows:

New Staff Member	Mentor	School	Term
Liana Fross	Erica DelGuidice	RMS	1/3 Year

*5.19 Motion to approve Laurie Somma as a Special Education Chaperone for Boys Baseball at a rate of \$19.71/hour not to exceed \$2,500.

- *5.20 Motion to accept the Superintendent's recommendation to approve Courtney Calamito and Krista Volpe to provide home instruction for H-140 for a total of 5 hours a week collectively, beginning March 11, 2014 through June 20, 2014 at the rate of \$30.00 per hour.
- *5.21 Motion to accept the Superintendent's recommendation and approve Jen Heller to provide home instruction for student H-142 for a total of 5 hours a week beginning March 18, 2014 through April 18, 2014.

COMMUNICATIONS

Adoption of 6.01

Motion: Mr. Egbert Second: Mrs. Dobozyński Roll Call Vote: 8 yes, 0 no

6.01 Motion to accept the Superintendent's recommendation to approve for second reading of the following policies and regulations:

- 1240 Evaluation of Superintendent
- 3221 Evaluation of Teachers
- 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- 3223 Evaluation of Administrators, Excluding Principals, VP, and AP
- 3224 Evaluation of Principals, VP, and AP

UNFINISHED BUSINESS

NEW BUSINESS FROM BOARD/PUBLIC –

ANNOUNCEMENTS FROM THE PRESIDENT – *April 22nd Green Ribbon Award Ceremony at TBS*

Motion: Mrs. Dobozyński Second: Mr. Panico Roll Call Vote: Carried

Motion to Adjourn at: 8:12 p.m.