

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 6:00  
August 26, 2014

**MINUTES**

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

President Livingston called the meeting to order at 6:00 and announced that the meeting was 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.

**Present:** Barbara Dobozynski, Wayne Doran, Ray Egbert, William Goodwin,  
Vincent Panico, Cheryl Filler, David Livingston

**Absent:** Eric Zwerling

**Also Present:** Barbara Sargent, Superintendent of Schools, Steffi-Jo DeCasas, School  
Administrator/Board Secretary

**SUPERINTENDENT’S REPORT - None**

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

- Mrs. Riordan, Mrs. Stepner requested the board table the motion 5.07 to eliminate the part-time secretarial position at HBS.
- Mrs. Krayem commented on the pay rate increase for substitute teachers and the unsettled contract with the RTEA.

**CORRESPONDENCE**

**ADMINISTRATIVE REPORTS**

**MINUTES**

Adoption of 2.01- 2.01

**Motion:** Mrs. Simon    **Second:** Mr. Goodwin    **Roll Call Vote:** 7 Yes; 1 Abstention  
(Dobozynski)

- 2.01 Motion to approve the Minutes of July 22, 2014.
- 2.02 Motion to approve the Executive Minutes of July 22, 2014.

## **FINANCE/FACILITIES**

Meetings held on July 23<sup>rd</sup> and July 30<sup>th</sup>. Meeting reports were distributed to the board and Mr. Goodwin provided summaries of both meetings.

Discussion held regarding the proposed hours established for the police security contract with the Township. Mrs. Simon feels the board needs more information that was shared at the committee meeting in order for the full board to make a decision. The SBA was directed to invite the Township representatives, Police Chief and Prosecutors office to attend the board's next executive session to hold a discussion about the specific details regarding this agreement.

Adoption of 3.01- 3.16

**Motion:** Mr. Goodwin                      **Second:** Mrs. Simon                      **Roll call Vote:** 8 yes  
(Goodwin, Panico and Doran Abstained 3.09)

\*Each board member abstaining to vote on their own attendance

- 3.01 Motion to approve the **Bill List** for the period from **July 24, 2014** through **August 27, 2014** for a total amount of **\$3,507,225.42**. (Attachment 3.01)
  
- 3.02 Motion to approve **District Travel Schedule August 26, 2014** for a total amount of **\$905.92**. (Attachment 3.02)
  
- 3.03 Motion to approve **Account Transfers for June 28, 2014** through **June 30, 2014** and **Account Transfers for July 1, 2014** through **July 31, 2014**. (Attachments 3.03)
  
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: June 30, 2014 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of June 30, 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.

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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 June 30, 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 June 30, 2014 (Attachment 3.04)

- 3.05 Motion to establish a petty cash fund for the Life Skills program with a fund balance of \$150.00 with a maximum per expense limit of \$50.00.
- 3.06 Motion to raise the Transportation fund petty cash to a fund balance of \$300.00 with a maximum per expense limit of \$50.00.
- 3.07 Motion to approve the following Integrated Preschool student contracts for the 2014-2015 school year:

Student ID Numbers:

171528	585628	181928
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- 3.08 Motion to approve the following construction change orders:
  - RMS Window Replacement Phase I – Pottsgraw Glass
  - C02 - \$2,800 Credit for smooth painted skins on exterior panels in lieu of FRP pebble skins.
  - C04 - \$2548.23 Credit for lock and alarm repairs to front doors.
  - Renovations for Full Day Kindergarten
  - C02 - \$4270 Remove and replace additional floor covering at WHS
  - Roofs
  - C01 - \$9470 Roof Replacement two Entrance Canopies at TBS
- 3.09 Motion to approve Administration/Board members travel for NJSBA workshops and conferences as listed. (Attachment 3.10)

- 3.10 Motion to approve a tuition agreement with Delaware Township School District sending one student to Readington Township for the 2014-15 School Year at an annual tuition rate of \$45,945.
- 3.11 Motion to accept donations submitted for the establishment of a scholarship fund at the Readington Middle School with an initial deposit of \$11,886.67 in memory of staff member Mark Cleere.
- 3.12 Motion to approve 2014-15 bus routes as listed. (Attachment 3.12)
- 3.13 Motion to approve a joint transportation agreement with Clinton Township School District (host) to transport one Readington choice student to Round Valley School at a cost of \$790.00 for the 2014-15 School Year.
- 3.14 Motion to approve a joint transportation agreement with Somerville School District (joiner) to transport two students to the Stepping Stone School at a cost of \$23,261 for the 2014-15 School Year.
- 3.15 Motion to accept a scoreboard donation to Readington Middle School from Hunterdon Central High School.
- 3.16 Motion to withdraw \$14,000 from Maintenance Reserve for the purpose of replacing the Public Address system at Three Bridges School.

## **EDUCATION/TECHNOLOGY**

Adoption of 4.01- 4.08

**Motion:** Mr. Doran

**Second:** Mr. Panico

**Roll Call Vote:** 8 yes, (2 no –  
Waterloo Trip)

- 4.01 Approval for Karen Kucharski to complete her student teacher requirements for September 2, 2014 through December 12, 2014 with Linda Riess (HBS) as part of her coursework through Caldwell College.

- 4.02 Motion to accept the Superintendent's recommendation and approve the following teacher to participate in the 2014 Summer Teacher Academy Program.

<b>Teacher</b>	<b>Session</b>	<b>Amount</b>
Campuzano, Yolanda	FORMative Assessments – Google	\$60.00
Patterson, Kelly	Basics of Google Gmail	\$60.00
Patterson, Kelly	Basics of Google Drive	\$60.00
Patterson, Kelly	Big Ideas Math	\$60.00

- 4.03 Motion to accept the Superintendent's recommendation and approve field trips for the 2014-2015 school year. Attachment 4.03

- 4.04 Motion to adopt curriculum for Literacy Grades 6, 7, 8 and Mandarin Grade 8. (Attachment 4.04a - 4.04b)

- 4.05 Motion to adopt the Kindergarten Literacy Curriculum. (Attachment 4.05)

- 4.06 Motion to approve the following RVCC student to observe classrooms once a week.

<b>student</b>	<b>Host Teacher</b>	<b>Date</b>
Stephanie Alvarez	Michelle Mielke (WHS)	TBD
Lauren Yutko	Kristy Dauernheim (TBS)	TBD

- 4.07 Motion to approve the Superintendent's recommendation and approve the following events for Holland Brook School for the 2014-2015 school year:

<b>Event</b>	<b>Date</b>
Bobcat Pumpkin Bash	October
Bobcat Bingo Night	March
Field Day	June

- 4.08 Motion to accept the Superintendent's recommendation and approve 2014-2015 fundraisers for Holland Brook School. (Attachment 4.08)

**PERSONNEL**

Mrs. Dobozyński summarized the meeting minutes held on July 21, 2014

Adoption of: 5.01 – 5.20

**Motion:** Mrs. Simon                      **Second:** Mr. Goodwin                      **Roll Call Vote:** Carried -8 yes

- 5.01 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (hereinafter referred to as the "Board") and the Readington Township Administrators' Association (hereinafter referred to as the "RTAA") have negotiated a successor collective negotiations agreement (hereinafter referred to as the "CNA") for the 2014-2015, 2015-2016 and 2016-2017 school years; and

WHEREAS, the RTAA has, by a majority vote of its membership, ratified the CNA.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the terms of the CNA for the 2014-2015, 2015-2016 and 2016-2017 school years, which is attached to this Resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the CNA by and between the Board and the RTAA.

- 5.02 Motion to accept the following resignations:

Name	Position	Effective Date
Eva Preuett	Aide/Special Ed 30-04-D3/awp	June 30, 2014
Kristen Bover	Aide/Special Ed 30-01-D3/awl	June 30, 2014
Patricia Roden	Secretary/HBS 50-02-D4/ams	August 15, 2014
Nickolas Moustakas	Aide/Special Ed 30-04-D3/awo	September 1, 2014

Mark Lalumia	Teacher/Music 30-01-D2/agy	October 23, 2014
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- 5.03 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teachers/Aides** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements

Rita Davidovicha	Salina Vitale
Mary Kern	Dorothy Calkin

- 5.04 Motion to correct the salary for Adam Connelly, Guidance Counselor (RMS), from \$59,630 MA, Step 7 to \$61,240 MA, Step 7 Guidance.

- 5.05 Motion to approve the following mentors for the 2014-2015 school year as follows:

New Staff Member	Mentor	School	Term
Carder, Matthew	Dubroski, Ed	TBS/WHS	PT/Full Year
Lerner, Jonathan	Krial, Sherry	RMS	Full Year
Maher, Cristina	Rehrig, Jodi	HBS	Full Year
Marczyk, Jessica	Dauernheim, Kristi	TBS	Full Year
Pierro, Dana	Schmidt, Lisa	WHS	Full Year
Yunos, Paul	Casertano, James	RMS	2/3 Year

- 5.06 Motion to approve the Superintendent's recommendation and appoint Substitutes for the 2014-2015 school year as listed. (Attachment 5.06)

- 5.07 Motion to accept the Superintendent's recommendation and approve the following resolution:

WHEREAS, the Readington township Board of Education (hereinafter referred to as the "Board") employs the following positions:

- (0.5) #50-02-Da/ams, at Holland Brook School
- (1.0) #50-01-D4/amm, at Readington Middle School

WHEREAS, the Board has determined that the Readington Township School District's needs can be adequately served with reducing and changing the aforementioned positions,

NOW, THEREFORE, BE IT RESOLVED that the Board hereby reduces position #50-02-Da/ams and changes to position #50-01-D4/amm to .8 RMS and .2 HBS, effective August 26, 2014 for reasons of economy and efficiency.

*Comments from the public were noted. Discussion ensued. Dr. Sargent noted that she and the principal had reviewed the job description and responsibilities for the HBS eliminated position. It was decided that a shared position arrangement would enable the person in this position to work on work delegated in folders. The position would be one day at HBS and 4 days at RMS. This arrangement will be assessed after the first few weeks of school to determine if this arrangement is working. Suggested that this motion be tabled until an assessment. (To amend motion: Goodwin/Dobozynski- Carried)*

- 5.08 Motion to approve, upon recommendation of the Superintendent, bus driver appointments for 2014-2015 as listed. (Attachment 5.08)
  
- 5.09 Motion to approve Superintendent's recommendation and appoint Matt Nunn as Maintenance Foreman, effective August 18, 2014, at a salary of \$53,000, prorated.
  
- 5.10 Motion to accept the Superintendent's recommendation and approve the change in position for Cristina Maher from Long Term HBS Substitute to HBS Teacher Special Education, Resource, 20-02-D2/aiw, at a salary of \$53,990, BA+15, Step 1, pending contract negotiations, starting September 1, 2014.
  
- 5.11 Motion to accept the Superintendent's recommendation and approve the following special education chaperones for the 2014-15 school year:

Name	Sport	Rate	Not to Exceed
Melissa Spatz	Boys Soccer	\$22.98	\$500
Melissa Spatz	Track	\$19.71	\$500
Laurie Somma	Basketball	\$19.71	\$500
Laurie Somma	Baseball	\$19.71	\$500

- 5.12 Motion to approve the Superintendent's recommendation and appoint the following staff as special education chaperone substitutes for the 2014-2015 school year, as needed, at a rate of \$19.71/hour.

Melissa Spatz
Laurie Somma

- 5.13 Motion to approve the Superintendent's recommendation and appoint the following Special Education Instructional Aides for the 2014-2015 school year. (Attachment 5.13)



- 5.14 Motion to accept the Superintendent's recommendation and approve the placement change for the following Special Education Instructional Aides:

<b>Name</b>	<b>From</b>	<b>To</b>
Diane Cornell	TBS	RMS
Rosanne Vitiello	TBS	RMS

- 5.15 Motion to approve the following RMS fall coaching assignments for the 2014-15 school year:

<b>SPORT</b>	<b>NAME</b>	<b>SALARY</b>
Girls Soccer A	Michael Roosen	\$4,500
Girls Soccer B	Courtney Calamito	\$3,800
Boys Soccer A	David deVelder	\$4,500
Boys Soccer B	Jose Fernandez	\$3,800
Cross Country Boys	Ryan Newcamp	\$4,500
Cross Country Girls	Janet Howard	\$4,500
Volleyball A	Daniel Lynch	\$4,500
Volleyball B	Stephanie Wood	\$3,800
Field Hockey A	Blair Alber	\$4,500
Field Hockey B	Christiane Darby	\$3,800

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

<b>NAME</b>	<b>POSITION</b>	<b>RATE</b>	<b>EFFECTIVE DATES</b>
Stephanie Wood	Long Term Replacement Teacher (replacing employee # 20-01-D2/agi - LOA)	Substitute rate for the first 20 consecutive days/Step 1 per diem rate. BA, Step 1 after that.	9/1/2014 - on or about 03/02/2015

- 5.17 Motion to adopt the following resolution:

WHEREAS, the Readington Township Board of Education (hereinafter referred to as the "Board") is desirous of appointing Donald Race (hereinafter referred to as "Race") to serve as Interim Facilities Manager for the Readington Township Public School District; and

WHEREAS, Race is desirous of accepting employment as Interim Facilities Manager for the Readington Township Public School District; and

WHEREAS, the parties are desirous of memorializing the terms and conditions of their agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the appointment of Race, as Interim Facilities Manager for the period beginning on August 1, 2014 and ending on June 30, 2015, in accordance with the terms of the Employment Agreement annexed hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and Business Administrator/Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and Race.

- 5.18 Motion to approve the Superintendent's recommendation and appoint Kimberly Hunkele as the bus aide for student S-197 for the 2014-2015 school year, one hour per day, 181 days, at an hourly rate of \$10.19, Step 1.
- 5.19 Motion to approve the Superintendent's recommendation and appoint Jack Kimple as a substitute bus aide for student S-197 for the 2014-2015 school year at an hourly rate of \$10.19, Step 1.
- 5.20 Motion to increase the teacher substitute daily rate of pay to \$95/day.

## **COMMUNICATIONS**

Simon reported on meeting held on

Adoption of 6.01 - Motion to table awaiting posting of policies for review

**Motion:** Mr. Doran

**Second:** Mrs. Filler

**Roll Call Vote:** Carried - 8 yes

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

Bylaw 0141 – Board Member Number and Term

Bylaw 0143 – Board Member Election and Appointment

Policy 3230 – Outside Activities (Teaching Staff Members)

Policy 3240 – Professional Development for Teachers and School Leaders

Policy 4230 - Outside Activities (Support Staff)

Policy 4440 – Travel Expenses



**Motion to Adjourn at 8:44.**

**Motion:** Mr. Goodwin

**Second:** Mrs. Filler

**Vote:** Carried – 8 yes