

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Work Session Meeting 7:30
April 14, 2015

MINUTES

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

Cheryl Filler called the meeting to order at 7:36 p.m. and announce that the meeting was being held in compliance with the Open Public Meetings Act (NJSA 10:4-6-21) and was open to the media and public. Notices were duly posted, and the meeting was advertised in the Hunterdon County Democrat. Formal action was taken.

Present: Christopher Allen, Wayne Doran, Ray Egbert, William Goodwin, Anna Shinn, Laura Simon and Cheryl Filler

Absent: Vincent Panico, Eric Zwerling

Also Present: Barbara Sargent, Superintendent, Steffi-Jo DeCasas, Business Administrator/Board Secretary, James Belske, Administrator of Technology, Mrs. Betterman, Energy Coordinator

SUPERINTENDENT’S REPORT

- 2015-2016 Budget Presentation
- Energy Savings Update (Mrs. Bettermann)
- Technology Update (Mr. Belske)

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

CORRESPONDENCE

- P.S. Letter

ADMINISTRATIVE REPORTS

1.01 Motion to accept the following HIB Reports:

Date	School	Findings of Harassment, Intimidation or Bullying
01/28/2015	HBS	No
03/20/2015	RMS	No

MINUTES

- 2.01 Motion to approve the Minutes March 10, 2015
- 2.02 Motion to approve the Executive Session Minutes March 10, 2015
- 2.03 Motion to approve the Minutes March 17, 2015
- 2.04 Motion to approve the Special Meeting Minutes March 25, 2015

FINANCE/FACILITIES

Committee Report:

Motion to adopt 3.01 – 3.02; 3.07

Motion: Mrs. Simon

Second: Mr. Goodwin

Roll Call Vote: Carried – 7 yes
Mr. Allen abstained 3.02

- 3.01 Motion to approve the **Bill List** for the period from **March 19, 2014** through **April 15, 2015** for a total amount of **\$2,951,256.84**. Attachment 3.01
- 3.02 Motion to approve **District Travel Schedule April 14, 2015** for a total amount of **\$929.00**. Attachment 3.02
- 3.03 Motion to approve **Account Transfers** for **March 1, 2015** through **March 31, 2015**. Attachment 3.03-3.03a

- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: February 28, 2015 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of February 28, 2015 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 February 28, 2015 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 February 28, 2015. Attachment 3.04-3.04a

- 3.05 WHEREAS, the Readington Township Board of Education has contracted with Temco Building Maintenance, Inc. with offices located at One Madison Street, Building D, East Rutherford, N.J. for the period of July 1, 2013 through June 20, 2015 and

WHEREAS, said contract provides that the parties, may, at their option, agree to renew the contract for up to two additional one year periods, in accordance with the provisions of N.J.S.A. 18A:18A-42, which requires that the terms and conditions of the extensions shall remain substantially the same as in the original contract, and

WHEREAS, the Readington Township Board of Education finds that the services provided by Temco are being performed in an effective and efficient manner,

NOW THEREFORE BE IT RESOLVED that the Readington Township Board of Education hereby renews its contract with Temco Building Maintenance, Inc. for the period of July 1, 2015 through June 30, 2016 for an annual amount of \$506,907, a 1% increase which does not exceed the change in index rate of 1% as of April 1, 2015 as defined by N.J.S.A. 18A:18A-2(bb)

- 3.06 Motion to approve the Government and Public Education Card Processing Agreement, ACH Agreement and Addenda between the Readington Board of Education and Heartland Payment Systems, Inc. at no cost to the district for the period from July 1, 2015 through June 30, 2017, with option to renew in one year extensions not to exceed a total of 5 consecutive years. Attachment 3.06-3.06c

- 3.07 Motion to authorize the SBA to affirmatively select the offer by ACES for the 2015 Voluntary Enhanced Renewable Energy Product electric supply contract valid from May 2015 to May 2017, with the School District's electric accounts to be charged a premium of \$0.00125/kWh above the contract price awarded by ACES for the 'standard' electric supply product as a result of its March 2015 bid and in return the district's electric accounts will receive an enhanced renewable product inclusive of Class I RECs, Class II RECs and SRECs totaling 20% renewable power. (All RECs and SRECs procured as part of the Voluntary Enhanced Renewable will be sourced from PJM, and registered in PJM-GATS. Energy Product)
- 3.08 Motion to approve the 2015-2016 holiday schedules for Custodians/Maintenance, Secretaries, Administrators, and Technology Staff. Attachment 3.08

EDUCATION/TECHNOLOGY

Committee Report: Mrs. Shinn reported on the April 8, 2015 meeting.

- 4.01 Motion to accept the Superintendent's recommendation and approve Richard Enna to observe 2 hours of Leslie Weintraub's class in March 2015 at Three Bridges School as part of his pre-service teaching studies at Raritan Valley Community College.
- 4.02 Motion to accept a donation, valued at approximately \$500.00, of two boxes of school supplies for the Whitehouse School and nine boxes of school supplies for district use from Walmart on December 15, 2014.
- 4.03 Motion to accept the Superintendent's recommendation and approve the field trip for HBS Destination Imagination team to compete at the DI Global Finals in Knoxville, TN. Global Finals will take place from May 19th - 24th.
- 4.04 Motion to approve the following books:
1. *Running Out of Time* by Margaret Patterson Haddix for 6th grade
 2. *Flipped* by Wendelin Van Draanen
 3. *The Book Thief* for 8th grade
 4. *Maze Runner* by James Dashner for 8th grade
 5. *Invasion* by Walter Dean Meyers for 8th grade
 6. *The Boy on the Porch* by Sharon Creech for 5th grade
 7. *Ruby Holler* by Sharon Creech for 5th grade
 8. *Chasing Redbird* by Sharon Creech for 5th grade
 9. *Super* by Matthew Cody for 5th grade
 10. *Powerless* by Matthew Cody for 5th grade

11. Touchblue by Cynthia Lord for 5th grade

4.05 Motion to approve Home Instruction for student: H-153 beginning March 17, 2015 through March 27, 2015.

4.06 Motion to approve Jacquelyn Garafola to student teacher with Meryl Vance (HBS – 4th grade) as part of her pre-service requirements at Seton Hall University – September through December 2015.

PERSONNEL

Committee Report: Mr. Doran reported on the March 11, 2015.

Motion to adopt 5.03

Motion: Mr. Doran Second: Mrs. Simon Roll Call Vote: Carried – 7 yes

5.01 Motion to accept the Superintendent’s recommendation and approve the following **Substitute Teachers/Aides/Nurses** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements.

Linda Schoener	Jennelle Billingsby
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5.02 Motion to accept the Superintendent’s recommendation and affirm the appointment of t e a c h e r s (long term substitutes), appointment pending satisfactory completion of employment requirements and emergent hire, if needed:

NAME	POSITION	RATE	EFFECTIVE DATES
Alyce Quinlan	Long Term Replacement Teacher (replacing employee # 20-01-D2/aew - LOA)	Substitute rate for the first 20 consecutive days, per diem rate. BA, Step 1 after that.	April 13, 2015 – June 30, 2015
Christina Potter	Long Term Replacement Teacher (replacing employee # 20-03-D2/axg – LOA)	BA, Step 1	April 27, 2015- June 30, 2015

5.03 Motion to accept the Superintendent's recommendation and extend employee # 5355, 10 more days paid leave of absence due to personal hardship to be used before June 19, 2015.

5.04 Motion to approve Marie Potenta as a 2014-2015 chaperone for Readington Middle School events at an hourly rate of \$19.71.

5.05 Motion to approve the following staff members as chaperones for the RMS overnight trip to Washington, D.C. at a stipend rate of \$75.00 each:

Courtney Calamito	Michelle Hoff	Kristin Poroski
Jim Casertano	Janet Howard	Stephanie Singer
Adam Connelly	Kathryn MacDade	Melissa Spatz
Mary Ann Connelly	Kevin Meyer	Krista Volpe
William Daly	Cheryl O'Brien	Stephanie Wood
Erica Del Guidice	Kelly Parks	Paul Yunos
Lauren Greenberg		

5.06 Motion to approve Christina Potter as a chaperone for 2.5 hours at the RMS Read-a-Thon at a stipend rate of \$19.71 per hour, for a total stipend of \$49.28.

5.07 Motion to approve the following Special Education Chaperones for the 2014-2015 school year:

Name	Sport	Rate
Laurie Somma	Baseball	\$19.71
Denise Hawkins	Baseball	\$19.71
Laurie Somma	Lacrosse	\$19.71
Denise Hawkins	Lacrosse	\$19.71
Gabriel Cherichello	Track	\$19.71

- 5.08 Motion to approve the following staff members as Summer Sports Academy Coaches at a stipend of \$640 (16 hours at \$40/hour) for each camp coached:

Edward Dubroski	Carrie Sivo
Adam Lillia	Paul Yunos
Ryan Newcamp	

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

New Staff Member	Mentor	Term
Potter, Christina/TBS	Shashkewych, Vera/TBS	8 Weeks
Rito, Monica/RMS	Zuegner, Elise/RMS	1/3 Year

- 5.10 Motion to approve Maria DeSimone to provide home instruction for student: H-153 beginning March 17, 2015 through March 27, 2015 at a rate of \$30.00 per hour.

- 5.11 Motion to approve Sheri Simonetti as an LDT-C mentor for Ann Roarty for the 2014-2015 school year at a rate of \$30/hour, not to exceed \$550, to be funded through IDEA funds.

- 5.12 Motion to accept the following resignation for retirement with appreciation for his years of service:

Name	Position	Effective Date
Chester Schultz	Maintenance Mechanic 70-05-D5/aoo	July 1, 2015

COMMUNICATIONS

Committee Report: Mrs. Simon reported on the April 7, 2015 meeting.

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

Policy 0134 – Board Self-Evaluation
Policy 0152 – Board Officers

Policy 3212 – Attendance
Policy 4212 – Attendance
Policy 5200 – Attendance
Regulation 5200 - Attendance
Policy 5756 – Transgender Students

UNFINISHED BUSINESS

- Mrs. Fuller is working on a Resolution regarding Superintendent Salary Caps.

NEW BUSINESS FROM BOARD

- Superintendent Evaluation
- Strategic Plan – June meeting- review/update plan to determine critical work for the next 2 years
- Legislative updates
- Ray Egbert-HCSBA meeting

OPEN TO THE PUBLIC

No comments or questions

EXECUTIVE SESSION 9:18 p.m.

Motion: Mr. Goodwin

Second: Mrs. Simon

Vote: 7 Yes

Motion to adopt the following Resolution:

Resolved to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss personnel and negotiations for approximately 30 minutes at which time the Board expects to return to Public Session with possible action to be taken. 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 to Adjourn at 9:52

Motion: Mr. Doran

Second: Mrs. Simon

Vote: 7 Yes

Respectfully submitted,

Steffi-Jo DeCasas
Business Administrator/Board Secretary

Minutes April 14, 2015

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