

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 7:30 p.m.
January 19, 2016

MINUTES

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

Cheryl Filler 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 (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 (7:31), Anna Shinn, Melissa Szanto, Eric Zwerling, Laura Simon, Cheryl Filler

Also Present: Barbara Sargent, Superintendent, Steffi-Jo DeCasas, Business Administrator/
Board Secretary

Absent: None

Flag Salute

SUPERINTENDENT'S REPORT

- Update on District Goals

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

Mrs. Filler recognized public members who spoke about their concerns regarding water run off and bus noise impact on Latourette Road and several public members who voiced concerns about Kindergarten aide staffing.

CORRESPONDENCE

- L.G. email

ADMINISTRATIVE REPORTS

Motion to accept administrative reports 1.01 – 1.03

Motion: Mr. Egbert Second: Mrs. Simon Roll Call Vote: Carried – 9 yes

1.01 Enrollment and Drill Reports

1.02 Violence and Vandalism Report: January through June 2015.

- Dr. Sargent will be checking on the data entry. It appears there may be a reporting error on the number of in-school suspensions as compared to out of school suspensions.

1.03 HIB Grade

MINUTES

Motion to adopt 2.01

Motion: Mrs. Simon Second: Mrs. Shinn Roll Call Vote: Carried 9-yes

2.01 Motion to approve the Minutes January 5, 2016.

FINANCE/FACILITIES

Committee Report

Motion to adopt 3.01 – 3.09

Motion: Mr. Goodwin Second: Mrs. Simon Roll Call Vote: Carried – 9 Yes

3.01 Motion to approve the **Bill List** for the period from **January 5, 2016** through **January 19, 2016** for a total amount of **\$1,349,057.73**. (Attachment 3.01)

3.02 Motion to approve **District Travel Schedule January 19, 2016** for a total amount of **\$4,142.55**. (Attachment 3.02)

3.03 Motion to approve **Account Transfers** for **December 1, 2015** through **December 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: December 31, 2015 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 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 of December 31, 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 December 31, 2015. (Attachment 3.04 & 3.04a)

- 3.05 Motion to approve the Integrated Preschool Program tuition rate of \$350.00 per month for the 2016-2017 school year.
- 3.06 Motion to approve the transportation rate of \$90.00 round trip (\$45.00 each way) for the Integrated Preschool Program for the 2016-2017 school year.
- 3.07 Motion to approve an Inter-local Vehicle Sale Agreement with HCESC. (Attachment 3.07)
- 3.08 Motion to approve the board meeting calendar for 2016 as indicated on attachment. (Attachment 3.08)
- 3.09 Motion to authorize the Affirmative Action Officer to develop a Comprehensive Equity Plan, implement the plan over a three year period of time, submit an annual statement of assurance of its implementation and progress, and complete the District Performance Review in the NJ QSAC.

EDUCATION/TECHNOLOGY
Committee Report

Motion to adopt 4.01 – 4.10

Motion: Mrs. Shinn Second: Mr. Doran Roll Call Vote: Carried – 9 Yes

- 4.01 Motion to accept tennis equipment as listed on attachment 4.01 donated by Bruce Wild.

- 4.02 Motion to approve a home instruction extension for student H-156 through January 11, 2016.

- 4.03 Motion to approve home instruction for student H-158 from December 10, 2015 through January 6, 2016.

- 4.04 Motion to approve home instruction for student H-159 from December 17, 2015 through January 6, 2016.

- 4.05 Motion to approve home instruction for student H-160 effective January 6, 2016 through February 19, 2016. Services to be provided by Middlesex Regional Educational Services Commission at a rate of \$66.00 per hour for 10 hours per week.

- 4.06 Motion to approve Grade 2 at Three Bridges School to visit the Schiff Nature Preserve in Mendham, NJ.

- 4.07 Motion to approve the special education Extended School Year Program to occur between June 29 - August 4, 2016.

- 4.08 Motion to approve the following fundraiser:

Fundraiser	School	Date	Recipient of Funds
Valentine Carnation Sale	RMS	February 10, 2016	RMS Nature & Garden Club

- 4.09 Motion to approve Houghton Mifflin Harcourt to provide three (3) hour Math Expressions/Grades K-6 staff development training sessions on the Curriculum Days scheduled for February 12 (PM Session) and April 22, 2016 (AM & PM Sessions) at a rate of \$2,400 each for a total of \$7,200. (\$7,200 paid via NCLB funds 2015-2016). (Attachment 4.09)
- 4.10 Motion to approve a field trip for the RMS Life Skills class to Sorella's, Whitehouse Station, on January 25.

PERSONNEL

Committee Report: Mr. Doran submitted a report covering the meeting held on January 13, 2016.

Motion to adopt 5.01 – 5.17

Motion: Mr. Egbert Second: Mr. Doran Roll Call Vote: Carried – 9 Yes

- 5.01 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teacher/Aide/Nurse** paid at the applicable substitute rate, in the Readington Township district, pending satisfactory completion of employment requirements.

Jacquelyn Garafalo

- 5.02 Motion to accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Meghan Hoffmann	Aide/Special Ed (RMS) 30-01-D3/avo	\$18.29/hr. NC Step 9	01/04/2015 – 6/30/2016 (With one day of articulation at her Aide rate)

- 5.03 Motion to approve the following Clubs/Advisors for Three Bridges School:

Club	Advisor	Stipend
Sports Club	Ed Dubroski	\$711.51
Coding Club	Tiffany Barca Bridget Hartman	\$355.75 \$355.75
Young Author's Club	Christine Lewis	\$711.51
Drama Club	Laurie Levesque	\$711.51
Salsa Dancing Club	Yolanda Campuzano	\$711.51

- 5.04 Motion to approve Lauren Greenberg & Mindy Bennington to provide home instruction for student H-156 through January 11, 2016, at their contractual rate of \$30/hour.
- 5.05 Motion to approve Mary Salama-Aetia & Denise Birmingham to provide home instruction for student H-158 from December 10, 2015 through January 6, 2016, at the contractual rate of \$30/hour.
- 5.06 Motion to approve Antonietta Astorina to provide home instruction for student H-159 from December 17, 2015 through January 6, 2016, at their contractual rate of \$30/hour .
- 5.07 Motion to accept the Superintendent's recommendation and approve the following Leave Replacement appointment:

Name	Position	Salary/Step	Effective
Catherine Patrick	Teacher/4 th Grade – Leave Replacement Teacher (HBS) Position # 20-02-D2/ace	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter With benefits in consideration of regularly appointment as a district aide.	01/04/2016 – 05/31/2016
Alison Stewart	Teacher/ G&T – Leave Replacement Teacher (HBS) Position # 20-02-D2/afs	\$50/day for first 20 consecutive days, .5 BA Step1, per diem thereafter	01/13/2016 - 06/30/2016
Anna Albano	Teacher/Grade 1 – Leave Replacement Teacher (WHS) Position # 20-04-D2/apo	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	01/29/2016 – 06/30/2016
Jonathan Murphy	Teacher/SS – Leave Replacement Teacher (RMS) 20-01-D2/aes	Substitute rate for first 20 consecutive days, BA Step 1 per diem thereafter	01/25/2016 – 02/29/2016

- 5.08 Motion to accept the Superintendent's recommendation and grant employee #1420 five additional personal days due to hardship.
- 5.09 Motion to approve Meagan Menza as 2015-2016 RMS Softball B Coach at the contractual rate of \$3800.

- 5.10 Motion to accept the Superintendent's recommendation and approve the following leave replacement appointment extensions:

Name	Position	Salary/Step	Effective Dates
Monica Rito	Enrichment/G&T Leave Replacement Teacher WHS 20-04-D2/adq	\$53,280 (prorated) BA Step 1	February 1, 2016 – June 30, 2016
Gregory Gormly	PE/Health Leave Replacement Teacher WHS 20-04-D2/ayn TBS 20-03-D2/aym HBS 20-02-D2/ayl	\$53,280 (prorated) BA Step 1	January 4, 2016 – June 30, 2016

- 5.11 Motion to approve a change in hours and salary for the following bus drivers from 6 hours to 7 hours, effective September 8, 2015:

Name	Salary
Barbara Hoff	\$29,593.50 to \$34,525.75
Margit Breaunig	\$29,593.50 to \$34,525.75
Nancy Garrison	\$27,041.40 to \$31,548.30

- 5.12 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Christine Fawcett	Bus Driver (80-06-D6/ank)	January 29, 2016

- 5.13 Motion to approve and adjust the terms for the following mentors for the 2015-2016 school year as follows:

New Staff Member	Mentor	Term
Gormly, Gregory	Edward Dubroski	09/01/2015 - 06/30/2016 from 9/1/2015 – 12/23/2015
Stewart, Alison	Tricia Noonan	01/13/2016 – 06/30/2016

- 5.14 Motion to approve Adam Connelly as 2015-2016 RMS Boys Lacrosse B Coach (replacing Adam Lillia) at the contractual rate of \$3800.

- 5.15 Motion to approve Anne Reiche as a special Education Chaperone at Holland Brook School for Orchestra (violin) for the 2015-2016 school year at a rate of \$25/hour not to exceed \$500.

- 5.16 Motion to approve a merit bonus in the amount of \$500 to Donald Race, Facilities Manager, for exemplary work in guiding the Readington Township School District to receive four NJ Sustainable Schools awards and for helping the district to be recognized for a 2015 Sustainable Schools District Leadership Award.
- 5.17 Motion to approve an increase in Substitute Bus Driver rate from \$16.50/hr to \$18.50/hr retroactive to January 1, 2016.

COMMUNICATIONS
Committee Report

UNFINISHED BUSINESS

NEW BUSINESS FROM BOARD

Referendum vote will be held on January 26th, 2016

OPEN TO THE PUBLIC

ADJOURNMENT

Motion to Adjourn at 8:39 p.m.

Motion: Mr. Doran

Second: Mrs. Simon

Vote: Carried – 9 Yes

Respectfully submitted,

Steffi-Jo DeCasas
Business Administrator/Board Secretary