

READINGTON TOWNSHIP BOARD OF EDUCATION

Readington Middle School
Regular Meeting 5:00 p.m.
July 26, 2016

MINUTES

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

Cheryl Filler called the meeting to order at 5:01 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: Wayne Doran, Anna Shinn, Melissa Szanto, Eric Zwerling (5:05), Laura Simon, Cheryl Filler

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

Absent: Christopher Allen, Ray Egbert, William Goodwin

Flag Salute

ADJOURNMENT TO EXECUTIVE SESSION: 5:02 PM

Motion: Mr. Doran

Second: Mrs. Shinn

Vote: 6 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 an HIB decision 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.

RETURN TO PUBLIC SESSION 6:24 PM

SUPERINTENDENT'S REPORT

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

CORRESPONDENCE

Letter – L.E.

ADMINISTRATIVE REPORTS

Motion to accept Administrative reports 1.01

Motion: Mrs. Szanto

Second: Mrs. Shinn

Roll Call Vote: Carried -6 Yes

1.01 Enrollment and Drill Reports for June 2016.

MINUTES

Motion to adopt 2.01 – 2.06

Motion: Mrs. Shinn

Second: Mrs. Simon

Roll Call Vote: Carried -6 Yes

(Mrs. Szanto abstained 2.05-2.06; Mr. Zwerling abstained from 2.03-2.06)

- 2.01 Motion to approve the Special Meeting Minutes June 7, 2016.
- 2.02 Motion to approve the Executive Minutes June 7, 2016.
- 2.03 Motion to approve the Meeting Minutes June 14, 2016.
- 2.04 Motion to approve the Executive Minutes June 14, 2016.
- 2.05 Motion to approve the Special Meeting Minutes June 27, 2016
- 2.06 Motion to approve the Executive Minutes June 27, 2016.

FINANCE/FACILITIES

Committee Report

Motion to adopt 3.01 – 3.15

Motion: Mrs. Shinn

Second: Mrs. Simon

Roll Call Vote: Carried -6 Yes

(Mr. Doran abstained 3.02; Mrs. Shinn & Mrs. Filler voted No to 3.14)

- 3.01 Motion to approve the **Bill List** for the period from **June 16, 2016** through **July 21, 2016** for a total amount of **\$4,536,755.84**. (Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule July 26, 2016** for a total amount of **\$2,731.19**. (Attachment 3.02)
- 3.03 Motion to revise the travel approved on June 14, 2016 for additional mileage to attend workshops on August 9-12, 2016 for Sandra Corbett/\$64.83, Kelly Parks/\$134.97 and Jeremy Wright/\$64.83.
- 3.04 Motion to approve **Account Transfers** for **June 1, 2016** through **June 27, 2016**. (Attachment 3.04-3.04a)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: May 31, 2016 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of May 31, 2016 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 May 31, 2016 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 May 31, 2016. (Attachment 3.05 & 3.05a)

- 3.06 Motion to contract with Jessica Weinberg of Resolution Resource Partners, LLC (RRP) to serve as an Impartial Hearing Officer, at a rate of \$185/hour.

3.07 RESOLUTION AUTHORIZING THE AWARD OF CONTRACTS FOR SERVICES FOR 2016-2017.

WHEREAS, the Readington Township Board of Education has a need to award the following service renewal contracts

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of Readington Township renews service contracts with the following vendors:

Substitute Calling & Absence Reporting (Rate Correction)	Frontline: Aesop/Applitrack	\$11,640.00
Cobra	Ameriflex	0.50 per mo./per person
FSA	Horizon	\$ 222.00

3.08 Motion to submit the following for year 2016-17 grant applications and acceptance of funds:

ESSA(NCLB):

Title I \$53,678

Title IIA \$22,601

Title III Consortium \$19,478 with \$4,108 designated Readington Funds

IDEA:

Basic \$376,081

Preschool \$ 13,466

3.09 Motion to approve the following resolution:

Resolution

Authorizing Disposal of Surplus Property

WHEREAS, the Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an "as-is" condition without express or implied warranties;

NOW THEREFORE BE IT RESOLVED by the Readington Township Board of Education as follows: (1) the sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2481 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered not with GovDeals is available online at govdeals.com and also available from the Board of Education.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) An attachment listing of the surplus property to be sold. Attachment3.08 (Microscopes)

- 3.10 Motion to approve the following resolution:

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(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) An attachment listing of the surplus property to be sold. Attachment 3.09 (Textbooks)

- 3.11 Motion to void the following checks:

5/29/2015	Check # 055443	\$384.37
6/30/2015	Check #055741	\$25.84

- 3.12 **Whereas**, the Readington Township Board of Education has received notice from the New Jersey Department of Education that it will receive \$870.00 reimbursement for 2015-16 Nonpublic School Transportation Costs in accordance with NJSA 18A:39-1a, and
Whereas, NJAC 6A:23A-13.3(d) permits an adjustment to the district’s year end surplus for a district board of education receiving reimbursement of Nonpublic School 2015-16 Transportation Costs,
Now therefore be it Resolved that the Readington Township Board of Education hereby appropriates \$870.00 to line account 11-000-270-160-000-107 Student Transportation Sal Reg for the 2016-17 School Year.
- 3.13 **Whereas**, the Readington Township Board of Education has received notice from the New Jersey Department of Education that it will receive \$208,558.00 reimbursement for 2015-16 Extraordinary Aid Special Education Reimbursement, and
Whereas, an adjustment to the district’s year end surplus for a district board of education receiving extraordinary aid is permitted for unbudgeted revenue funds, and
Whereas, the Readington Township Board of Education anticipated \$30,000 in extraordinary aid revenues for 2015-16,
Now therefore be it Resolved that the Readington Township Board of Education hereby makes the following appropriations to the 2016-2017 School Year Budget:

Account Number	Title	Amount
11-213-100-101-000-106	RR Salaries	\$178,558

- 3.14 Motion to approve change order CO-01 for site upgrades at HBS and RMS, Top Line Construction Corp in the amount of (\$1668.00) as follows:
- | | |
|--|--------------------|
| credit for installing 2 new basketball backstops | (\$3445.00) |
| Removal and Replacement of playground sidewalk | \$ 882.00 |
| Repair of 1 inlet | <u>\$ 895.00</u> |
| | <u>(\$1668.00)</u> |
- 3.15 Motion to authorize the School Business Administrator to solicit bids for three 2016-17 bus routes: R31, R32, R33.

EDUCATION/TECHNOLOGY

Committee Report: Anna Shinn reported from the June 15, 2016 meeting.

Motion to adopt 4.01 – 4.10

Motion: Mrs. Shinn Second: Mrs. Simon Roll Call Vote: Carried -6 Yes

- 4.01 Motion to accept donation from the Readington Township Home and School Association for STEM items to be used in Three Bridges School MakerSpace totaling \$1210. These items include Makey Makeys, Inventor Booster Kits, Spheros, and covers for the Spheros.
- 4.02 Motion to accept donation from the Readington Township Home and School Association for \$1000 worth of technology items to be used for the Three Bridges School MakerSpace and classrooms. The items are four iPad minis to run coding programs and cases for the iPads.
- 4.03 Motion to approve the submission of the completed School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2015-2016 school year, for Three Bridges, Whitehouse, Holland Brook and Readington Middle Schools.

- 4.04 Motion to approve tuition agreements for the following students to attend the designated out of district programs for the 2016-2017 school year with costs as listed:

Student Number	School	School Yr. Tuition	ESY Tuition
S-189	The Arc Kohler School	\$64,324.26	\$11,695.32
S-189	The Arc Kohler School (Personal Aide)	\$24,684.00	\$4,488.00
S-031	Matheny School	\$84,180.00	\$17,020.00
S-109	The Midland School	\$56,437.20	\$9,406.20
S-043	The Midland School	\$56,437.20	\$9,406.20
S-129	Lakeview School	\$94,029.60	\$13,432.80
S-190	The Calais School	\$60,478.20	\$10,079.70

- 4.05 Motion to approve the 2016-2017 Level One Services from the New Jersey Commission for the Blind and Visually Impaired for the following students at a cost of \$1,900 per student:

S-031	S-177
S-148	S-149

- 4.06 Motion to approve home instruction for a total of 20 hours for student H-165 during the summer months of July & August.
- 4.07 Motion to approve Stand Tall Steve to present on the In-Service Day scheduled for September 2, 2016 at a rate of \$4,356.36 (paid via ESSA funds 2016-2017). Attachment 4.07
- 4.08 Motion to accept the Superintendent's recommendation to adopt the Ancient World 2017 textbooks for Social Studies Grade 6.
- 4.09 Motion to accept the Superintendent's recommendation to adopt the Big Ideas Algebra 2 textbooks for RMS Algebra 2/Grade 8.
- 4.10 Motion to approve the following events for the 2016-2017 school year for Holland Brook School:
- Bobcat Pumpkin Bash (Oct)
 - Bobcat Bingo Night (Mar)
 - Field Day (June)
 - 5th Grade Splash Out (June)

PERSONNEL

Committee Report: Mr. Egbert distributed a written report from the meeting on July 18, 2016.

Motion to adopt 5.01 – 5.19; Tabled 5.01

Motion: Mrs. Simon Second: Mrs. Shinn Roll Call Vote: Carried -6 Yes
(Mr. Doran abstained 5.15-5.16 and voted No 5.10)

TABLED

5.01 Motion to approve the following Team Leaders at Readington Middle School for the 2016-17 school year:

Name	Team	Stipend
Blair Alber	6 th Grade	\$1,500.00
Sharon Rickman	6 th Grade	\$1,500.00
Carey-Ann Hendershot	7 th Grade	\$1,500.00
Jillian Tundidor	7 th Grade	\$1,500.00
Nicole Maraventano	8 th Grade	\$1,500.00
Melissa Spatz	8 th Grade	\$1,500.00
Tracy Fitzgerald	Encores	\$1,500.00
Marybeth Schwarz	Special Education	\$1,500.00

Tabled for next meeting pending discussion on team leaders.

5.02 Motion to correct the following appointments from the June 14, 2016 Agenda:

Wesley Santo – Head Custodian (RMS)	Step 9	\$38,025.00 (prorated)	6/15/16 – 6/30/16
	Head Custodian Differential	\$ 5,838.00 (prorated)	
	Step 10	\$39,160.00	7/1/16 – 6/30/17
	Head custodian differential	\$ 5,838.00	
Joseph Marsigliano – Head Custodian (TBS)	Step 1	\$35,560.00 (prorated)	6/15/16 – 6/30/16
	Head Custodian Differential	\$ 3,753.00 (prorated)	
	Step 1	\$35,760.00	7/1/16 – 6/30/17
	Head Custodian Differential	\$ 3,753.00	
Steven Struble (replacing Thomas Perdue)	Maintenance Mechanic (District) 70-05-D5/aop	\$36,560	7/1/16 - 6/30/17

5.03 Motion to approve Janice Razza as a Summer Painting Helper at the rate of \$15 per hour, not to exceed 40 hours per week for 8 weeks.

5.04 Motion to approve Kristin Poroski and Paul Yunos as RMS Athletic Coordinators for the 2016-2017 school year at an annual stipend of \$6,000 each.

5.05 Motion to approve the following RMS coaching assignments for the 2016-2017 school year:

SPORT	NAME	STIPEND
FALL		
Boys Soccer A	David deVelder	\$4,500
Boys Soccer B	Jose Fernandez	\$3,800
Girls Soccer A	Courtney Calamito	\$4,500
Girls Soccer B	Michael Roosen	\$3,800
Field Hockey A	Blair Alber	\$4,500
Field Hockey B	Jennelle Barbiche-Dahler	\$3,800
Boys Cross Country	Ryan Newcamp	\$4,500
Girls Cross Country	Janet Howard	\$4,500
Volleyball A	Stephanie Wood	\$4,500
Volleyball B	Paul Yunos	\$3,800
WINTER		
Boys Basketball A	Robert Clymer	\$4,500
Boys Basketball B	Paul Yunos	\$3,800
Girls Basketball A	Jim Casertano	\$4,500
Girls Basketball B	Adam Connelly	\$3,800
Cheerleading A	Michelle Hoff	\$4,500
Cheerleading B	Courtney Calamito	\$3,800
Wrestling A	Bruno Somma	\$4,500
Wrestling B	David deVelder	\$3,800
SPRING		
Girls Lacrosse A	Stephanie Wood	\$4,500
Girls Lacrosse B	Jennelle Barbiche-Dahler	\$3,800
Boys Lacrosse A	Jim Casertano	\$4,500
Boys Lacrosse B	Adam Connelly	\$3,800
Baseball A	David deVelder	\$4,500
Baseball B	Paul Yunos	\$3,800
Softball A	Ryan Newcamp	\$4,500
Softball B	Meagan Menza	\$3,800
Track – Head Coach	Michael Roosen	\$4,500
Track – Assistant Coach	Kevin Meyer	\$3,800
Track – Assistant Coach	Janet Howard	\$3,800
Track – Assistant Coach	Mary Padavano	\$3,800

- 5.06 Motion to accept the Superintendent's recommendation and approve the following appointments:

Name	Position	Salary/Step	Effective Dates
Luz Brighth Olivero (replacing Margaret Sarmiento (Alicia Mitrow))	Teacher/Spanish 20-01-D2/afl	\$53,810 BA Step 1	9/1/2016 – 6/30/2017

- 5.07 Motion to establish the rate of pay for long-term substitutes (leave replacement teachers hired for part of a school year) as \$95/day for the first 20 consecutive days, then at \$260/day starting on day 21 through the end of the substitute teaching assignment with benefits if required in accordance with the Affordable Card Act.

- 5.08 Motion to accept the Superintendent's recommendation and approve the following Leave Replacement appointment:

Name	Position	Salary/Step	Effective Date
Beth Ann Meichenbaum	Teacher/Math – Leave Replacement Teacher (RMS) Position # 20-01-D2/ady	Substitute rate for first 20 consecutive days, \$260/day thereafter	9/1/2016 – 12/12/2016

- 5.09 Motion to approve Gabriel Cherichello as a Bus Aide to accompany S- 301 to and from school from July 5 - August 4, 2016 at a rate of \$10.19/hr.

- 5.10 Motion to approve 5 hours of curriculum writing for Shakwana Etienne to write French 6-8 at a rate of \$30.00 per hour.

- 5.11 Motion to approve the following teachers to attend Special Education Identification, Eligibility and Individual Education Plan (IEP) conferences from July 1 – August 31, 2016 at a rate of \$30.00/hr.:

Lauren Mahoney	Yolanda Campuzano
Julianne Lotierzo	Marisa Dotro

- 5.12 Motion to correct the hours for the following teachers providing instruction during the district's Extended School Year Program during the summer of 2016 at their summer hourly rate:

Patricia Hunt	4.75
Kevin Meyer	4.75

- 5.13 Motion to approve Jennifer Heller to provide home instruction for student H-165 for a total of 20 hours during the summer months of July & August at a pay rate of \$30.00 per hour.

- 5.14 Motion to approve Lauren Glick to teach the district's Extended School Year Social Skills Program during the summer of 2016 at her summer hourly rate for 4.75 hours per day.

- 5.15 Motion to approve the following Special Education Chaperones at Readington Middle School at a rate of \$25/hour, not to exceed \$1,750 each from September 1, 2016 - June 30, 2016.

Laurie Livesey	Volleyball
Shaina Mirsky	Cross Country
Denise Hawkins	Cross Country
Jack Kimple	Soccer

- 5.16 Motion to approve the following as substitute Special Education Chaperones for Readington Middle School clubs and athletics at a rate of \$25/hour for the 2016-2017 school year September 1, 2016 – June 30, 2017.

Denise Hawkins	Laurie Livesey
Coron Short	Shaina Mirsky
Jack Kimple	

- 5.17 Motion to accept the Superintendent's recommendation and approve the attached list of additional teachers to participate in the 2016 Summer Teacher Academy Program. Attachment 5.19

- 5.18 Motion to accept the Superintendent's recommendation and approve the following teachers for curriculum development, effective July 1 – August 30, 2016 at \$30.00 per hour:

Teacher	Curriculum Writing	Amount
Kovacs, Linda	Innovation & Design Curriculum	\$150.00
Newcamp, Ryan	Innovation & Design Curriculum	\$150.00

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

Rose Cordero	Substitute Aide
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COMMUNICATIONS

Committee Report

UNFINISHED BUSINESS

NEW BUSINESS FROM BOARD

NJSBA Fall Conference

OPEN TO THE PUBLIC

ADJOURNMENT

Motion to Adjourn at 8:12 PM

Motion: Mrs. Shinn

Second: Mrs. Simon

Vote: Carried -6Yes

Respectfully submitted,

Steffi-Jo DeCasas

Business Administrator/Board Secretary