

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 7:30 p.m.  
January 17, 2017

**MINUTES**

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

Laura Simon called meeting to order at 7:30 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, Cheryl Filler, Melissa Szanto, Anna Shinn, Laura Simon

**Also Present:** Barbara Sargent, Superintendent, Thomas Venanzi, Interim Business Administrator/  
Board Secretary

**Absent:** Thomas Wallace, Eric Zwerling

**Flag Salute**

**SUPERINTENDENT'S REPORT**

- Overview of District HIB (Karen Tucker)

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

**CORRESPONDENCE**

- R.H email

**ADMINISTRATIVE REPORTS**

Motion to accept 1.01 - 1.02

**Motion: Mr. Doran**

**Second: Mrs. Filler**

**Roll Call Vote: Carried -7 Yes**

1.01 Enrollment and Drill Reports

1.02 Motion to accept the following HIB report:

School	Date	Findings of Harassment, Intimidation or Bullying
RMS	12/1/2016	No
RMS	12/9/2016	Incomplete investigation as alleged aggressor no longer resides in NJ, is no longer a student in Readington Township, and is not available to be interviewed.

## MINUTES

Motion to adopt 2.01 - 2.02

**Motion: Mr. Egbert**

**Second: Mr. Doran**

**Roll Call Vote: Carried -7 Yes**

2.01 Motion to approve the Meeting Minutes January 3, 2017.

2.02 Motion to approve the Executive Minutes January 3, 2017.

## FINANCE/FACILITIES

Motion to adopt 3.01 – 3.05

**Motion: Mr. Egbert**

**Second: Mrs. Shinn**

**Roll Call Vote: Carried -7 Yes**

3.01 Motion to approve the **Bill List** for the period from **December 15, 2016** through **January 18, 2017** for a total amount of **\$3,908,573.23**. (Attachment 3.01)

3.02 Motion to approve **District Travel Schedule January 17, 2017** for a total amount of **\$4755.88**. (Attachment 3.02)

- 3.03 Motion to approve the following **Account Transfers** for **December 1, 2016** through **December 31, 2016**. (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, 2016 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 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.

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**Thomas Venanzi, Interim Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of December 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 December 31, 2016. (Attachment 3.04 & 3.04a)

- 3.05 Motion to approve Shared Services Security Agreement with the Township of Readington to provide security services for the period of December 5, 2016 to the end of the 2016-17 school year at a cost of \$20.40/hr. plus 7.5% not to exceed \$28,000. (Attachment 3.05).

**EDUCATION/TECHNOLOGY**

Motion to adopt 4.01 - 4.06

**Motion: Mr. Doran**

**Second: Mrs. Filler**

**Roll Call Vote: Carried -7 Yes**

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

<b>Fundraiser</b>	<b>School</b>	<b>Date</b>	<b>Recipient of Funds</b>
Carnation Sale	RMS	February 14 and 15, 2017	RMS Nature and Garden Club
Cheerleading Competition	RMS	January 25, 2017 (snow date January)	Readington Athletic Booster Club

		27, 2017)	
Gr. 6 Read-a-Thon	RMS	February 24, 2017 (snow date March 17, 2017)	St. Hubert's Animal Shelter
Jump Rope for Heart	TBS	January 27, 2017 - February 28, 2017	American Heart Association

4.02 Motion to approve the following Field Trip:

Grade	Date	Place
RMS students	April 4, 2017	Old Turnpike School in Tewksbury - Battle of the Books competition

4.03 Motion to accept the following HSA mini grant:

School	Use for	Value
HBS	Instrumental Music Supplies	\$1,123.00

4.04 Motion to approve the special education Extended School Year Program to occur between July 5 - August 3, 2017.

4.05 Motion to approve the following Rutgers students to be placed with the following teachers for their practicum experience (Three hours per week for February through May 2017):

Christina Mouridy (Denise Duncan, WHS)  
Kaitlyn Klepper (Susan Johnson, HBS)  
Nicole Randall (Nicole Maraventano, RMS)

- 4.06 Motion to approve the following Integrated Preschool Students for the 2016-2017 school year:

639030	224730	322030
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**PERSONNEL**

Motion to adopt 5.01 - 5.07

**Motion: Mr. Egbert                      Second: Mr. Doran                      Roll Call Vote: Carried -7 Yes**

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

Steven Coy	Bus Driver
Adolfo Kohara	Bus Driver
Brielle Ashforth	Teacher/Aide
Jonathan Davis	Teacher/Aide

- 5.02 Motion to accept the Superintendent’s recommendation and approve the following 2016-2017 Three Bridges School clubs and club advisors at the contractual rate:

<b>Club</b>	<b>Club Advisor(s)</b>	<b>Stipend</b>
Art Club	Dana Pierro	\$711.51
MakerSpace and Coding Club	Bridget Hartman Joyce McGibbon	\$355.75 \$355.75
Sports Club	Edward Dubroski	\$711.51
Theatre Club	Laurie Levesque	\$711.51
Young Author’s Club	Christine Lewis	\$711.51

5.03 Motion to approve the following Family Program advisors at Three Bridges School:

<b>Program</b>	<b>Advisor</b>	<b>Stipend</b>
Family Science	Edward Dubroski	\$600.00
	Christine Lewis	\$600.00
Family Math	Christine Lewis	\$600.00
	Kristy Dauernheim	\$600.00

5.04 Motion to approve the appointment of Gaye Villa, Assistant School Business Administrator/Board Secretary, as Public Agency Compliance Officer (PACO) for the remainder of the 2016-2017 school year as part of her regular job duties.

5.05 Motion to approve the following Whitehouse School club advisors:

<b>Club</b>	<b>Advisor</b>	<b>Stipend</b>
STEAM Team Club	Katie Van Why	\$711.51
STEM Club	Denise Duncan	\$711.51
Green Ribbon Club	Jennifer Placzankis	\$711.51
Character Club	Anthony Tumolo	\$711.51
Wellness Club	Alisa Swider	\$711.51

5.06 Motion to approve the following Family Program advisors at Whitehouse School:

<b>Program</b>	<b>Advisor</b>	<b>Stipend</b>
Family Science	Anthony Tumolo	\$600.00
	Sharon Nilsen	\$600.00

Family Math	Cynthia Dennis	\$600.00
	Deborah VandeRydt	\$600.00

- 5.07 Motion to approve Helena Coelho as a Special Education Chaperone for the HBS After-School Music Program for one hour each week starting January 18 through June 8, 2017 at the contractual rate of \$25 per hour.

## **COMMUNICATIONS**

Motion to adopt 6.01

**Motion: Mrs. Shinn                      Second: Mrs. Szanto                      Roll Call Vote: Carried -7 Yes**

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

- o 5339 Screening for Dyslexia (M)
- o 5514 Student Use of Vehicles on School Grounds (M)
- o Regulation 5514 Student Use of Vehicles (abolish)
- o 7481 Unmanned Aircraft Systems (New)
- o Policy and Regulation 8441 Care of Injured and Ill Persons (M)
- o 8454 Management of Pediculosis (New)
- o Policy and Regulation 8630 Bus Driver/Bus Aide Responsibility (M)
- o 2415.3 (M) Title I – Educational Stability for Children in Foster Care

## **UNFINISHED BUSINESS**

### **NEW BUSINESS FROM BOARD**

The following Committee appointments were made by Laura Simon, Board President:

- **NJ School Boards Association Delegate:** *Ray Egbert*
- **NJ School Boards Association Alternate Delegate:** *Wayne Doran*
- **Hunterdon County ESC Representative:** *Cheryl Filler*
- **Garden State Coalition of Schools Trustee:** *Thomas Wallace*
- **Home School Association:** *Melissa Szanto*

- **Home School Association Alternate:** *Wayne Doran*
- **Board of Education Sick Bank Trustees – Personnel Committee Members (when Assigned)**
- **Committee Chairs and Committee Assignments:**
  - Communications Committee:** *Wayne Doran, Chair, Cheryl Filler, Anna Shinn, Eric Zwerling*
  - Finance/Facilities Committee:** *Ray Egbert, Chair, Chris Allen, Anna Shinn, Laura Simon*
  - Education/Technology Committee:** *Anna Shinn, Chair, Wayne Doran, Cheryl Filler, Thomas Wallace*
  - Personnel Committee:** *Melissa Szanto, Chair, Wayne Doran, Ray Egbert, Laura Simon*
  - Negotiations Committee:** *Cheryl Filler, Chair, Ray Egbert, Laura Simon*
  - Green Committee:** *Eric Zwerling, Chair, Chris Allen, Thomas Wallace*
  - District Technology Committee:** *Chris Allen, Wayne Doran*

Mrs. Szanto attended the HSA meeting. Fund raisers were discussed and a presentation on transgender issues was made by Mr. Connelly and Dr. Moss.

**OPEN TO THE PUBLIC**

**EXECUTIVE SESSION 8:22 p.m.**

**Motion: Mrs. Filler**

**Second: Mrs. Shinn**

**Roll Call Vote: Carried -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 a personnel matter 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 8:37 p.m.**



**ADJOURNMENT**

**Motion to Adjourn at 8:37 p.m.**

**Motion: Mrs. Filler**

**Second: Mr. Egbert**

**Vote: 7 Yes**

**Respectfully submitted,**

**Thomas Venanzi  
Interim Business Administrator/Board Secretary**