

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Work/Action Meeting 6:00 p.m.
September 12, 2017

MINUTES

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

Laura Simon called the meeting to order at 6:00 p.m. and announced that the meeting was being held in compliance with the Open Public Meetings Act (N.J.S.A. 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 and Courier News. Formal action was taken.

Present: Christopher Allen, Wayne Doran, Ray Egbert, Cheryl Filler, Melissa Szanto, Thomas Wallace, Eric Zwerling (arrived at 6:12 p.m.), Anna Shinn, Laura Simon

Also Present: William DeFabiis, Interim Superintendent, Jason M. Bohm, Business Administrator/Board Secretary

Absent: None

Flag Salute

SUPERINTENDENT'S REPORT

Dr. DeFabiis mentioned it was a good opening of the first day of school and that he visited all 4 schools. He also provided background on motion 4.11 and requested addition to agenda.

Superintendent Search Firm Presentations:

- Judy Wilson
- McPherson & Jacobson, L.L.C. - Dr. Canids
- New Jersey School Boards – Gwen Thorton
- Ray & Associates – Dr. Michael Rush and Ms. Sandi Gero

Board Goals 2017-2018: The board discussed 2016-17 goals and suggested adjustments for 2017-18 which will be incorporated on future agenda item for final adoption.

Board Self Evaluation Results: The majority of the board completed, understands their role, touching on strengths and weaknesses.

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

CORRESPONDENCE

- None

ADMINISTRATIVE REPORTS

- None

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mrs. Shinn

Second: Mrs. Filler

Roll Call Vote: Carried -8 Yes
(Mr. Allen abstained 2.01 – 2.02)

2.01 Motion to approve the Meeting Minutes August 29, 2017.

2.02 Motion to approve the Executive Minutes August 29, 2017.

FINANCE/FACILITIES

Committee Report – Mr. Egbert provided a report of the meeting held September 8, 2017.

Motion to adopt 3.01 – 3.03

Motion: Mr. Doran

Second: Mr. Egbert

Roll Call Vote: Carried -9 Yes

3.01 Motion to approve the **Bill List** for the period from **August 31, 2017** through **September 13, 2017** for a total amount of **232,499.05**. (Attachment 3.01)

3.02 Motion to approve **District Travel Schedule October 12, 2017** for a total amount of **\$240.54**. (Attachment 3.02)

3.03 Motion to approve the following **Account Transfers** for **July 1, 2017 through July 31, 2017**. (Attachment 3.03-3.03a)

EDUCATION/TECHNOLOGY

Committee Report - None

Motion to adopt 4.01 – 4.11

Motion: Mr. Doran

Second: Mrs. Filler

Roll Call Vote: Carried -9 Yes

- 4.01 Motion to accept the Superintendent's recommendation and approve the following events for Holland Brook School for the 2017-2018 school year, sponsored by the Readington HSA:

Event	Date
Bobcat Pumpkin Bash	October
Bobcat Bingo Night	March
5 th Grade Splash Out	June

- 4.02 Motion to change tuition status of preschool student #890931 from reduced to district paid for the 2017-18 school year.
- 4.03 Motion to approve Cali Kurdyla as a student observer for 10 hours in Jodi Rehrig's Grade 5 class at Holland Brook School to fulfill her first semester field experience requirement at Westchester University.
- 4.04 Motion to approve Holland Brook School fundraisers for the 2017-2018 school year per the attachment. (Attachment 4.04)
- 4.05 Motion to approve a field trip to the Mason Gross School of the Arts at Rutgers University for the Readington Middle School Jazz Band on December 8, 2017, sponsored by the Readington HSA Performing Arts Committee.
- 4.06 Motion to adopt the Marshall Evaluation Rubric dated May 20, 2013 to be used for Principal, Assistant Principal and Supervisor evaluations and Danielson Rubric dated 2013 to be used for Teacher, Nurse and Counselor Evaluations during the 2017-2018 school year. (Attachment 4.06)
- 4.07 Motion to approve the submission of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2016-2017 school year, for Three Bridges, Whitehouse, Holland Brook and Readington Middle Schools.
- 4.08 Motion to approve the following integrated preschool students for the 2017-2018 school year:

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- 4.09 Motion to approve a Barnes and Noble Book Fair fundraiser for Readington Middle School to benefit the RMS library media center.
- 4.10 Motion to approve home instruction for student H-165 from September 7, 2017 through January 2, 2018.
- 4.11 Motion to approve the following RMS fundraiser:

Fundraiser	Date	Recipient of Funds
Hurricane Harvey Collection	September 2017	Dunbar Middle School, Dickinson, TX

PERSONNEL

Committee Report - None

Motion to adopt 5.01 – 5.15

Motion: Mrs. Filler Second: Mr. Egbert Roll Call Vote: Carried -9 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.

Bernadette Bilicska	Teacher/Aide
Laura Thompson	Teacher/Aide
Hope Brembt	Nurse/Teacher/Aide

- 5.02 Motion to accept the Superintendent’s recommendation and appoint the following Team Leaders at Readington Middle School for the 2017-2018 school year, stipends to be determined upon ratification of the RTEA contract:

Name	Team	Stipend
Blair Alber	6 th Grade	\$1,500.00
Erica DelGuidice	6 th Grade	\$1,500.00
Carey-Anne Hendershot	7 th Grade	\$1,500.00
Jillian Tundidor	7 th Grade	\$1,500.00
Nicole Maraventano	8 th Grade	\$1,500.00
Lauren Greenberg	8 th Grade	\$1,500.00
Marybeth Schwarz	Special Education	\$1,500.00
Tracy Fitzgerald	Encores	\$1,500.00

- 5.03 Motion to accept the Superintendent's recommendation and appoint the following Grade Level Leaders at Holland Brook School for the 2017-2018 school year stipends to be determined upon ratification of the RTEA contract:

Name	Grade Level	Stipend
Michele Krayem	4 th Grade	\$500.00
Meryl Vance	4 th Grade	\$500.00
Colleen DiGregorio	5 th Grade	\$500.00
Ann Haberkern	5 th Grade	\$500.00

- 5.04 Motion to accept the following resolution:

RESOLUTION

RESOLVED that employee #5164 be granted fifty-five days of paid sick leave and twelve weeks of leave under the Family and Medical Leave Act from September 11, 2017, through December 1, 2017, in connection with the anticipated delivery of her child on or around October 6, 2017.

RESOLVED that employee #5164 be granted twelve work-weeks of child-rearing leave under the New Jersey Family Leave Act, which shall be without pay but with a continuation of medical benefits. This leave will begin on November 28, 2017, and extend through February 23, 2018.

RESOLVED that employee #5164 anticipated return to work day will be Monday, February 26, 2018.

RESOLVED that this is subject to change due to unanticipated circumstances.

- 5.05 Motion to accept the Superintendent's recommendation and approve clubs and club advisors for Readington Middle School for the 2017-2018 school year per the attachment, stipends to be determined upon ratification of the RTEA contract. (Attachment 5.05)
- 5.06 Motion to accept the Superintendent's recommendation and approve clubs and club advisors for Holland Brook School for the 2017-2018 school year per the attachment, stipends to be determined upon ratification of the RTEA contract. (Attachment 5.06)
- 5.07 Motion to accept the Superintendent's recommendation and approve the following 2017-2018 Family Science and Family Math advisors for Holland Brook School stipends to be determined upon ratification of the RTEA contract :

Program	Advisor	Stipend
Family Science	Linda Rakowitz Kelly Patterson	\$600.00 \$600.00
Family Math	Angela Longo Maryann Reilly	\$600.00 \$600.00

5.08 Motion to amend the full time equivalent for employee #5627 from .5 to .75, retro to September 1, 2017.

5.09 Motion to affirm the Superintendent's recommendation and approve the following appointments, salaries to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association:

Name	Position	Salary/Step	Effective Date
Laura Sposato	Aide/Special Ed (WHS) 30-04-D3/atf	\$16.27/hr NC Step 1 6.5 hrs./day	9/1/2017 – 6/30/2018
Kathy Payenski	Aide/Special Ed (WHS) 30-04-D3/auw	\$16.27/hr NC Step 1 6.5 hrs./day	9/1/2017 – 6/30/2018
Stacey Hubbard	Aide/Special Ed (TBS) 30-03-D3/avo	\$19.57/hr C Step 6 6.5hrs./day	9/1/2017 – 6/30/2018
Thomas Hardgrove	Cafeteria Aide (RMS) 40-01-D3/akq	\$10.19/hr Step 1 2.25 hrs./day	9/1/2017 – 6/30/2018

5.10 Motion to approve the attached list of **Chaperones** for school events at RMS 2017-2018, stipends to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association. (Attachment 5.10)

5.11 Motion to approve Maryann Connelly as a substitute nurse for student S-031 for the 2017- 2018 school year including ESY at her contractual rate, to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association.

- 5.12 Motion to approve the following salary increases (Salaries to be adjusted at the conclusion of negotiations for a successor agreement with the Readington Township Board of Education and the Readington Township Education Association) in recognition of the following employees' attainment of additional credits for lateral movement per RTEA Guide.

Employee Name	School	Effective Date	From Step	*Salary	To Step	Revised Salary	Increase
Ann Roarty	RMS	10/1/2017	MA Step 17	\$82,528.00	MA+30 Step 17	\$85,538.00	\$3,010.00
Michelle Hoff	RMS	10/1/2017	BA+15 Step 6	\$57,450.00	MA Step 6	\$61,050.00	\$3,600.00
Jennifer Smith	RMS	10/1/2017	MA Step 12	\$66,695.00	MA+30 Step 12	\$69,495.00	\$2,800.00
Melissa Spaz	RMS	10/1/2017	MA Step 12	\$66,695.00	MA+30 Step 12	\$69,495.00	\$2,800.00
Edward Dubroski	TBS	10/1/2017	MA Step 8	\$61,560	MA+30 Step 8	\$64,360.00	\$2,800.00

* Salary until the conclusion of negotiations between the Readington Board of Education and the Readington Township Education Association.

- 5.13 Motion to approve Emily Bengels & Denise Birmingham to provide home instruction for student H-165 from September 7, 2017 through January 2, 2018 for 10 hours collectively at a rate of \$30.00 per hour, to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association.
- 5.14 Motion to approve Nancy Hill as a Special Education Chaperone at Readington Middle School for Boys Soccer at a rate of \$25/hr., not to exceed \$1,750 to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association.
- 5.15 Motion to approve Bruno Somma as a substitute Special Education Chaperone at Readington Middle School at a rate of \$25/hr to be adjusted at the conclusion of negotiations and ratification of a successor agreement between the Readington Township Board of Education and the Readington Township Education Association.

COMMUNICATIONS

Committee Report - None

UNFINISHED BUSINESS

- New Jersey School Boards Conference
- The green committee plans to meet before September 26th to review landscaping plans for adoption at the September 26, 2017 meeting.

NEW BUSINESS FROM BOARD

- Wayne Doran writes monthly article for newspaper and requested ideas for future articles to be sent in.

OPEN TO THE PUBLIC

- A community member made a comment that there would be 2 open positions in November for the Board of Education.

EXECUTIVE SESSION 8:35 p.m. (an 8 minute break was taken before session started)

Motion: Mr. Doran

Second: Mrs. Filler

Roll Call Vote: Carried –9 Yes

Motion to adopt the following Resolution:

Resolved to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, for the purpose discussing legal matters for Branchburg shared services, solar projects, out of district transportation and personnel matters including employee #6537 and Superintendent search for approximately 1 hour at which time the Board expects to return to Public Session and action may 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 10:10 p.m.

Motion: Mrs. Filler

Second: Mr. Doran

Roll Call Vote: Carried -9 Yes

ADJOURNMENT

Motion to Adjourn at 10:11 p.m.

Motion: Mrs. Filler

Second: Mrs. Shinn

Roll Call Vote: Carried -9 Yes

Respectfully submitted,

Jason M. Bohm

Business Administrator/Board Secretary