

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 7:30 p.m.  
December 12, 2017

**MINUTES**

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

Laura Simon called the meeting to order at 7:30 p.m. and announce 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, Melissa Szanto, Thomas Wallace,  
Anna Shinn, Laura Simon

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

**Absent:** Eric Zwerling

**Flag Salute**

Eric Zwerling arrived at 7:31 p.m.

**SUPERINTENDENT'S REPORT**

- Sharon Moffat and Jonathan Moss presented google classroom and 1:1 initiative.
- Steven Foster and Princeton Hydro LLC presented 319 grant received by township from EPA and would like to transform detention basin into rain garden providing educational resources and green initiatives as well.
- Ann DeRosa and Anthony Tumulo were recognized for being selected by the State Department of Education to judge other schools in the state on character initiatives.
- Kristen Higgins was recognized for being selected by the State Department of Education for teacher leadership program to review qualifications for certificates.
- November HIB Report
- EVVR
- Christopher Allen and Wayne Doran were recognized for leaving the Board of Education.

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

- A retired resident who had children go through the schools stated that teachers are an extension of a parent. She had concerns that a good teacher may leave the district if a contract remains unsettled as not receiving currently a well-deserved raise.

- Kevin Meyer thanked the public for coming out recently to voice their thoughts about the unsettled contract. He hopes to have a productive meeting with the Board in January 2018 prior to fact-finding, and wished everyone a happy holiday season.

**CORRESPONDENCE**

- M.S. letter
- S.M. & M.B. e-mail
- C.F. e-mail
- M.R. e-mail
- B.G. email
- J.P. email

**ADMINISTRATIVE REPORTS**

Motion to adopt 1.01 – 1.04

**Motion: Mrs. Shinn      Second: Mr. Doran      Roll Call Vote: Carried 8 Yes**

1.01    November 2017 Enrollment and Drill Reports

1.02    Motion to accept the following October HIB reports and affirm the Superintendent’s decision on the following cases:

School	Date	Findings of Harassment, Intimidation or Bullying
RMS	10/11/2017	Yes
RMS	10/10/2017	No

1.03    Violence and Vandalism Report: January through June 2017.

1.04    Motion to accept the resignation of Cheryl Filler, Board member, effective November 29, 2017.

Laura Simon thanked Cheryl Filler for her hard work and wished her the best in the future.

## MINUTES

Motion to adopt 2.01 - 2.02

**Motion: Mrs. Shinn      Second: Mr. Egbert      Roll Call Vote: Carried 8 Yes**

- 2.01 Motion to approve the Meeting Minutes November 14, 2017.
- 2.02 Motion to approve the Executive Minutes November 14, 2017.

## FINANCE/FACILITIES

**Committee Report:** Mr. Egbert provided a report from the November 6, 2017 meeting.

Motion to adopt 3.01 – 3.09, 3.11 - 3.12; 3.10 Tabled

**Motion: Mr. Shinn      Second: Mr. Egbert      Roll Call Vote: Carried 8 Yes**

- 3.01 Motion to approve the **Bill List** for the period from **November 16, 2017** through **December 13, 2017** for a total amount of **\$ 3,223,183.61**. (Attachment 3.01)
- 3.02 Motion to ratify the **Payroll** for the period from **October 31, 2017** through **November 15, 2017** for a total amount of **\$1,809,992.77**.
- 3.03 Motion to approve **District Travel Schedule December 12, 2017** for a total amount of **\$12,964.54**. (Attachment 3.03)
- 3.04 Motion to approve the following revised **Account Transfers** for **October 1, 2017 through October 31, 2017**. (Attachment 3.04 - 3.04a)
- 3.05 Motion to approve the following revised **Account Transfers** for **November 1, 2017 through November 30, 2017**. (Attachment 3.05 - 3.05a)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: October 31, 2017 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of October 31, 2017 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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**Jason M. Bohm, Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of October 31, 2017 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 October 31, 2017. (Attachment 3.06 & 3.06a)

- 3.07 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: November 30, 2017 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of November 30, 2017 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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**Jason M. Bohm, Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of November 30, 2017 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 November 30, 2017. (Attachment 3.07 & 3.07a)

- 3.08 Motion to accept the Detention Basin Retrofit design plans and scope of project prepared by the Township of Readington Environmental Commission in addition to funding through a 319(h) grant received by the Township of Readington. Further, to authorize the Business Administrator to advertise a bid package for the project with alternate for fencing and authorize the application for any necessary permits.  
(Attachment 3.08)

- 3.09 Motion to submit an amendment to the following for year 2017-18 grant applications and acceptance of funds:

ESEA carry over from 2016-17:

Title IIA	\$6,845
Title III	\$2,060

IDEA:

Basic:	\$30,030
Preschool:	\$ 1,625

**TABLED**

- 3.10 Motion to approve the following resolution:

**RESOLUTION OF THE READINGTON TOWNSHIP BOARD OF EDUCATION AUTHORIZING THE EXECUTION OF AN AMENDMENT TO THE POWER PURCHASE AGREEMENT BY AND BETWEEN THE BOARD OF EDUCATION AND READINGTON SOLAR PV, LLC, DATED SEPTEMBER 23, 2016**

**WHEREAS**, administered a procurement process pursuant to the competitive contracting provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq., by issuing a *Request for Proposals for a Developer of Photovoltaic Systems on Lands and Facilities Owned by Readington Township Board of Education, Hunterdon County, New Jersey*, dated December 16, 2015 (the "RFP"); and

**WHEREAS**, following completion of a detailed evaluation of the proposals received in response to the RFP, as well as interviews with each respondent, the BOE, based upon the recommendation of the Evaluation Team awarded Readington Solar PV, LLC a Power Purchase Agreement, via Resolution dated May 10, 2016

**WHEREAS**, the BOE and Readington Solar PV, LLC executed a Power Purchase Agreement, dated September 23, 2016 (the "Original PPA"); and

**WHEREAS**, Readington Solar PV, LLC requested an amendment to the Original PPA to, among other things, provide for an extension of the Outside Commercial Operation Date; and

**WHEREAS**, the BOE and Readington Solar PV, LLC executed Amendment #1 to the Power Purchase Agreement, dated May 26, 2017 (the "Amendment #1"); and

**WHEREAS**, Readington Solar PV, LLC and the BOE now wish to amend the Original PPA, as amended by Amendment #1, to reflect the final system sizes and production guarantees related to the solar projects; and

**WHEREAS**, a copy of Amendment #2 of the Original PPA is attached hereto as **Exhibit A** (the "Terms"); and

**NOW, THEREFORE, BE IT RESOLVED by the Readington Township Board of Education, as follows:**

1. The aforesaid recitals are incorporated herein as if set forth at length.

2. The Business Administrator is hereby authorized and directed, on behalf of the Board, to, with the advice and input of the Board's special energy counsel and energy consultant, execute Amendment #2 to the Original PPA in a form substantially similar to the form set forth in **Exhibit A**, as well as any other ancillary documents necessary to effectuate the intent of this Resolution.

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately.  
(Attachment 3.10)

- 3.11 Motion to approve amendment 2 to the Shared Services Agreement between the Readington Board of Education and the Township of Readington.  
(Attachment 3.11)

- 3.12 Motion to approve the following Resolution:

**WHEREAS**, the Readington Township Board of Education is in receipt of the Comprehensive Annual Financial Report FY 2016-17 (CAFR) and the Auditor's Management Report as prepared and submitted by Bedard, Kurowicki & Co., CPA and

**WHEREAS**, the Board of Education is required to accept the report and approve the corrective action plans for any recommendations from the auditing firm,

**NOW, THEREFORE BE IT RESOLVED** that the Readington Township Board of Education accepts and files with the Department of Education the Comprehensive Annual Financial Report and Management Report on Administrative Compliance and Performance for the Fiscal Year Ended June 30, 2017 and approves the following corrective action plan for the recommendations in the report:

Recommendation 2017-1: Student activity receipts for the Holland Brook School should be supported by proper supporting documentation and deposited in a timely manner

Corrective Action: Holland Brook School shall reinforce and monitor staff for timely deposit of funds, and collect proper supporting documentation for receipts. The business office will be responsible for reviewing the school activity fund to ensure appropriate documentation maintained  
(Attachment 3.12 – 3.12a)

- 3.13 Motion to adopt a resolution for participation in joint transportation services with the Hunterdon County Educational Services Commission for the 2017-18 School Year.  
(Attachment 3.13)

## **EDUCATION/TECHNOLOGY**

**Committee Report:** Mrs. Shinn proved a report from the December 5, 2017 meeting.

Motion to adopt 4.01 – 4.10

**Motion: Mr. Doran                      Second: Mrs. Shinn                      Roll Call Vote: Carried 8 Yes**

4.01     Motion to accept the application for HBS Green Ribbon School recognition.

4.02     Motion to ratify the following RMS fundraiser:

<b>Fundraiser</b>	<b>Date</b>	<b>Recipient of Funds</b>
Hats for Hunger	11/17/2017 and 12/8/2017	Action Against Hunger

4.03     Motion to accept the Superintendent's recommendation and approve the following Student Observation placement in the Readington Township School District as follows:

<b>Student Observer Name/School</b>	<b>Cooperating Teacher/School</b>	<b>Date/Timeframe</b>
Nicole Johanson College of Saint Elizabeth	Kristi Dauernheim 1st Grade/WHS	2 days/week 1/22/18 - 5/4/2018 5 days/week 9/4/2018 - 12/14/2018

4.04     Motion to approve Front Row to provide staff development training on the February 16, 2018 In-Service Day at a rate of \$2,499. (paid via 2017-2018 ESSA Grant). (Attachment 4.04)

4.05     Motion to approve an out of district placement for student S-216 at Montgomery Academy for the 2017-2018 school year beginning 12/4/17. Tuition will be for 124 days at \$342.07 per day for a total of \$42,416.68.

4.06     Motion to approve transportation for student S-065 through Joy Transportation at an estimated cost of \$96.00 per diem based on the route at the present time.

4.07     Motion to approve Long Island Tutoring to provide home instruction at Center for Discovery for student H-169 beginning December 4, 2017 through February 2, 2018 at a cost of \$52.00 per hour for 5 hours per week.

- 4.08 Motion to terminate the tuition contract for S- 189 to attend the Arc of Kohler School, in accordance with the provisions of the contract, effective December 29, 2017.
- 4.09 Motion to approve a tuition contract for student S-189 to attend the Morris Union Jointure Developmental Learning Center - New Providence, for the remainder of the 2017-2018 school year, effective 1/2/2018, at a prorated tuition rate of \$54,248.40.
- 4.10 Motion to approve the Morris Union Jointure Board of Education Related Services Contract to provide Physical Therapy services to S-189, at a rate of \$270/hour, for a total amount of \$6,480 from January 2, 2018 through June 29, 2018.

**PERSONNEL**

**Committee Report:** Mrs. Szanto provided a report from the December 4, 2017 meeting.

Motion to adopt 5.01 – 5.10

**Motion: Mrs. Shinn      Second: Mr. Doran      Roll Call Vote: Carried 8 Yes**

- 5.01 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:

Hilary Hargraves-Dix	Teacher/Aide
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- 5.02 Motion to accept the Superintendent’s recommendation and appoint the attached list of Chaperones for school events at 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, at WHS for the 2017-2018 school year.  
(Attachment 5.02)
- 5.03 Motion to approve Denise Hawkins and Nancy Hill as Special Education Chaperones for the RMS Cooking Club which meets two times a month for one hour sessions from December 1, 2017 through June 20, 2018 at a rate of \$25/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.



5.04 Motion to approve Gabriel Cherichillo as a Special Education Chaperone for the RMS Robotics Club which meets once a week for a one hour and 30 minute session from December 1, 2017 through April 27, 2018 at a rate of \$25/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.

5.05 Motion to accept the Superintendent's recommendation to approve two additional sessions of the Cooking Club, appointing Colleen Ogden as the facilitator at a stipend of \$711.51 per session 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, for the 2017-2018 school year at Holland Brook School.

5.06 Motion to accept the following resignation:

<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
Lisa Fuchs	Teacher/Special Ed 20-01-D2/aho	December 12, 2017

5.07 Motion to accept the Superintendent's recommendation and approve the following teachers for curriculum development, at the contractual 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:

<b>Teacher</b>	<b>Curriculum Writing</b>	<b>Amount</b>
Haberkern, Ann	ELA Curriculum 5th Grade	\$75.00
Kane, Ann	ELA Curriculum 5th Grade	\$75.00

5.08 Motion to accept the Superintendent's recommendation and approve the following position control change effective January 30, 2018.

McGibbon, Joyce	Transfer From: Transfer To:	20-03-D2/ajq 20-02-D2/baa	(TBS) Teacher/G&T (HBS) Teacher/G&T
Freeman, Betsy	Transfer From: Transfer To:	20-01-D2/abc 20-02-D2/azx 20-01-D2/bab	(RMS) .67 Teacher/G&T (HBS) .33 Teacher/G&T (RMS) Teacher/G&T

- 5.09 Motion to approve the following Family Program advisors at Three Bridges School at the contractual rate stated below, 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:

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

- 5.10 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 2017-2018 school year 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:

Denise Hawkins	Laurie Livesey
Coron Short	Nancy Hill
Jack Kimple	Gabriel Cherichello

## **COMMUNICATIONS**

**Committee Report:** None

## **UNFINISHED BUSINESS**

- None

## **NEW BUSINESS FROM BOARD**

- Laura Simon, Board President highlighted the open vacancy on the Board due to recent resignation and encouraged those interested to review advertisement and apply.

## **OPEN TO THE PUBLIC**

- None

**EXECUTIVE SESSION** 8:55 p.m.

**Motion: Mrs. Shinn**

**Second: Mr. Doran**

**Roll Call Vote: Carried 8 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 and RTEA/RTAA Negotiations for approximately 30 minutes 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.

Mr. Bohm came out of the meeting at 9:25 p.m. and no one was present so the executive session continued.

Mr. Wallace left the meeting at 9:45

**RETURN TO PUBLIC SESSION** 10:02 p.m.

**Motion: Mrs. Shinn**

**Second: Mr. Doran**

**Roll Call Vote: Carried 7 Yes**

Mr. Doran commented future communication chair should monitor Ustream comment section as he is departing from the Board January 2, 2018.

**ADJOURNMENT** 10:05 p.m.

**Motion to Adjourn**

**Motion: Mrs. Shinn**

**Second: Mrs. Szanto**

**Roll Call Vote: Carried 7 Yes**

Respectfully submitted,

**Jason M. Bohm**  
**Business Administrator/Board Secretary**