

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 7:00 p.m.
January 16, 2018

MINUTES

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

Laura Simon called the meeting to order at 7:00 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 may be taken.

Present: Ray Egbert, Carol Hample, Robyn Mikaelian, Thomas Wallace, Anna Shinn, Laura Simon

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

Absent: Melissa Szanto, Eric Zwerling

Eric Zwerling arrived at 7:04 p.m.

Flag Salute

SUPERINTENDENT'S REPORT

- Board Vacancy Interviews: Laura Simon offered instructions and ground rules to the following candidates. Each candidate had up to 15 minutes to speak and to answer standard questions posed to each candidate:
 - 7:08 Wayne Doran
 - 7:15 Stephanie Rinaldi
 - 7:20 Andy Saunders
 - 7:37 Camille Cerciello
 - 7:43 Malcom Williams
 - 7:55 Donald Bowers
 - 8:05 James Keehbler
 - 8:10 Cheryl Galloway
 - Patrick Ritter – not in attendance.

- December HIB Report: There was one report of findings of Harassment, Intimidation or Bullying.

- Recognition of Staff Members
 - Kristin Poroski and Beth McGiveney: Co-presented at the New Jersey Council for Exceptional Children Conference "Taking the Social Skills Temperature in the Classroom."

- Sharon Moffat and Kristen Higgins: Co-presented a workshop for the New Jersey Principals and Supervisors Association "Building Teacher Leadership Through Classroom Walkthroughs."
- Dr. Ann DeRosa: Invited by the New Jersey Department of Education (NJDOE) to participate in a focus group concerning the new social and emotional competencies that the NJDOE has approved.
- Gargi Adhikari: Presentation at the New Jersey Council for Exceptional Children Conference, "Making the Next Generation Science Standards Accessible for All Students." She was also chosen to be chairperson next year for the Special Needs Advisory Board by the National Science Teacher's Association for designing the test specifications for the New Jersey Student Learning Assessment for Science.
- Katie McDade: Presenting at Pennsylvania Technology Conference.

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

- Mr. Doran, Community member, asked questions surrounding the motion 4.08 staff development training for Ropeworks.

CORRESPONDENCE

- E.Z. letter

ADMINISTRATIVE REPORTS

Motion to adopt 1.01 – 1.02

Motion: Mr. Egbert Second: Mrs. Shinn Roll Call Vote: Carried 7 Yes

1.01 December 2017 Enrollment and Drill Reports

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

School	Date	Findings of Harassment, Intimidation or Bullying
HBS	11/14/2017	No
RMS	12/8/2017	Yes

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 7 Yes

- 2.01 Motion to approve the Meeting Minutes January 2, 2018.
- 2.02 Motion to approve the Executive Minutes January 2, 2018.

FINANCE/FACILITIES

Committee Report: The meeting was cancelled and rescheduled for January 31, 2018.

Motion to adopt 3.01 – 3.08

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 7 Yes

- 3.01 Motion to approve the **Bill List** for the period from **January 4, 2018** through **January 17, 2018** for a total amount of **\$ 888,800.31**.
(Attachment 3.01)
- 3.02 Motion to ratify the **Payroll** for the period from **November 30, 2017** through **January 12, 2018** for a total amount of **\$3,560,688.91**.
- 3.03 Motion to approve **District Travel Schedule January 16, 2018** for a total amount of **\$1,787.55**. (Attachment 3.03)
- 3.04 Motion to approve the following revised **Account Transfers** for **December 1, 2017 through December 31, 2017**. (Attachment 3.04 - 3.04a)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: December 31, 2017 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 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.

Jason M. Bohm, Board Secretary

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of December 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 December 31, 2017. (Attachment 3.05 & 3.05a)

- 3.06 Motion to approve the Integrated Preschool Program tuition rate of \$375.00 per child, per month with a Transportation option for an additional amount of \$90.00 round trip per month/per family or \$45.00 one way per month/per family, for the 2018-2019 school year.
- 3.07 Motion to approve Silvergate Prep to provide home instruction for student H-171 effective December 19, 2017 through January 31, 2018. Billing is \$50 per hour for a total of 5 hours per week.
- 3.08 Motion to approve Jason Bohm as School Safety Specialist for the 2017-2018 school year.

EDUCATION/TECHNOLOGY

Committee Report: None

Motion to adopt 4.01 – 4.10

Motion: Mrs. Shinn Second: Mr. Egbert Roll Call Vote: Carried 7 Yes

- 4.01 Motion to apply and accept the following donations from the Readington Township Home and School:

School	Amount	To Go Towards
RMS	\$663.00	Purchase of stools for the Social Studies Program
WHS	\$726.00	The Great Body Shop Program
WHS	\$1850.00	Art Power's production of Otherwise known as Sheila the Great
WHS & TBS	\$2079.00	Soprano Glockenspiels, 22 per school

- 4.02 Motion to accept the Superintendent's recommendation and approve the following Student Teacher placement(s) in the Readington Township School District as follows:

Student Teacher Name/School	Cooperating Teacher/School	Date/Timeframe
Sarah Holland/TCNJ	Jennifer Heller/TBS	3/12/2018-5/4/2018
Meg Itoh/TCNJ	Mary Coyle/HBS	1/22/2018-3/9/2018
Tara Manz/TCNJ	Colleen DiGregorio/HBS Michael Roosen/HBS	1/22/2018-5/4/2018
Carlie Smith/Rutgers	MaryAnn Connelly/RMS	1/17/2018-5/4/2018

4.03 Motion to approve the 2017-2018 Level One Services from the New Jersey Commission for the Blind and Visually Impaired for student S-043 effective 09/01/2017 through 06/30/2018 at a cost of \$1,900.00.

4.04 Motion to approve the following field trips:

Trip	Location	School	Grade/Department	Cost Per Pupil
Firestone Library	Princeton University	RMS	Junior Librarians	\$3.60
Princeton University Art Museum/Flaming Grill & Supreme Buffet	Princeton, NJ/ Manville NJ	RMS	Grades 6-8 Mandarin Students	\$15.85

4.05 Motion to approve the following fundraisers:

Fundraiser	Date	Recipient of Funds
Candy-Grams	Various dates, February through June at HBS and RMS concerts and musicals	Destination Imagination account to defray or cover cost of Global Finals in Tennessee
Bake and Snack Sales	Various dates, February through June at HBS and RMS concerts and musicals and Cleere Basketball Game	Destination Imagination account to defray or cover cost of Global Finals in Tennessee
JAM Dance at HBS	February 9, 2018 (snow date March 2, 2018)	Destination Imagination account to defray or cover cost of Global Finals in Tennessee
Raffle (50/50 and Scratch-Off Lottery Tickets)	February through June 2018	Destination Imagination account to defray or cover cost of Global Finals in Tennessee
Restaurant Dine-Around Nights	To be determined	Destination Imagination account to defray or cover cost of Global Finals in Tennessee
Local Vendor Digital Marketplace	To be determined	Destination Imagination account to defray or cover cost of Global Finals in Tennessee
Valentine Carnation Sale	February 14, 2018	RMS Nature & Garden Club

4.06 Motion to approve home instruction for student H-170 effective December 7, 2017 through January 1, 2018.

4.07 Motion to approve home instruction for student H-172 effective December 19, 2017 through February 19, 2018.

4.08 Motion to approve Ropeworks to provide two (2) full days of staff development training on April 12 & 13, 2018 for a total of \$3,500.00 at Whitehouse School. (Attachment 4.08)

4.09 Motion to approve the job descriptions for the following positions:

Network Administrator 5027
Database/SIS Administrator 5029
Network/Database Support Technician 5028

4.10 Motion to accept the Superintendent's recommendation and approve the revised calendar for the 2017-18 school year. (Attachment 4.10)

PERSONNEL

Committee Report: Mr. Egbert gave a report from the meeting held on January 8, 2018.

Laura Simon thanked the Readington Township Administrators Association for their amicable resolution.

Motion to adopt 5.01 – 5.07

Motion: Mr. Wallace Second: Mrs. Shinn Roll Call Vote: Carried 7 Yes

5.01 Motion to amend motion 5.05 on the December 12, 2017 agenda to accept the Superintendent's recommendation to approve two additional sessions of the Cooking Club, appointing Verna Hegstrom and Colleen Ogden as the facilitators at a stipend of \$711.51 per session, split evenly between the facilitators, 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.

5.02 Motion to approve Christine Lewis to provide home instruction for student H-170 effective December 7, 2017 through January 1, 2018 for 10 hours per week at \$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.

5.03 Motion to approve Jennifer Placzankis to provide home instruction for student H-172 effective December 19, 2018 through February 19, 2018 for 10 hours per week at \$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.

5.04 Motion to approve the following appointment:

Name	Position	Salary	Effective Dates
Jean Fetzer	Bus Driver	\$20.51/hr. Step 1	On or about 2/1/2018 - 6/30/2018
Kimberly Koski *	Teacher/Special Ed 20-01-D2/aho	*\$53,810 BA Step 1	1/29/2018 – 6/30/2018

*Salary 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 approve the following Three Bridges School clubs and club advisors for the 2017-2018 school year, stipend 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:

Club	Advisor	Stipend
Art Club	Dana Pierro	\$711.51
Fitness Club	Edward Dubroski	\$711.51
Mind Craft – Green Community	Edward Dubroski	\$711.51
Theater Club	Laurie Levesque	\$711.51
Young Authors	Christine Lewis	\$711.51

5.06 Motion to accept the following resignation:

Name	Position	Effective Date
Steven Cannon	Maintenance Mechanic (70-05-D5/aoo)	January 31, 2018

5.07 Motion to accept the following resolution:

RESOLUTION

WHEREAS, the Readington Township Board of Education (hereinafter referred to as the "Board") and the Readington Township Administrators' Association (hereinafter referred to as "RTAA") have negotiated a successor collective negotiations agreement (hereinafter referred to as the "CNA") effective July 1, 2017 through June 30, 2020; and

WHEREAS, the RTAA has, by a majority vote of its membership, ratified the CNA.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves of the terms of the CNA effective July 1, 2017 through June 30, 2020, which is attached to this Resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board

President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the CNA by and between the Board and the RTAA.

COMMUNICATIONS

Committee Report: Mrs. Shinn provided a report from the meeting held on December 19, 2017.

Motion to adopt 6.01

Motion: Mrs. Shinn Second: Mr. Wallace Roll Call Vote: Carried 7 Yes

6.01 Motion to accept the Superintendent's recommendation to approve for first reading the following policies:

- Policy 3211 - Code of Ethics
- Policy 5600 - Student Discipline/Code of Conduct
- Policy 7130 - School Closing
- Policy 7461 - District Sustainability Policy (Attachment 6.01)

UNFINISHED BUSINESS

Board committee assignments were made. Carol Hample volunteered to be H.S.A. Alternate. Garden State Coalition of Schools trustee is still vacant.

NEW BUSINESS FROM BOARD

None

OPEN TO THE PUBLIC

None

EXECUTIVE SESSION 8:30 p.m.

Motion: Mrs. Shinn Second: Mr. Wallace 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, for discussing Board member vacancy, legal matters relating to solar, HIB, Superintendent Search, legal matters relating to Construction Project, and other legal matters 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 not presently known when such circumstances will exist.

Mr. Bohm came out of the meeting at 9:30 p.m. and no one was present so the executive session continued.

RETURN TO PUBLIC SESSION 11:00 p.m.

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 7 Yes

APPOINTMENT OF BOARD MEMBER

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 7 Yes

Nomination: Wayne Doran By: Mrs. Shinn

Second: Mr. Egbert

The Board as a whole thanked the candidates for their interests. The Board recognized that the candidates had strong qualifications and experience and are encouraged to run in November. Given the important matters before the Board for the next calendar year, ultimately, Wayne Doran was appointed given past year as Board member and quick transition.

ADJOURNMENT

Motion to Adjourn at 11:04 p.m.

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 7 Yes

Respectfully submitted,

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