

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School Gymnasium

Regular Meeting 6:00 p.m.

February 27, 2018

MINUTES

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

Laura Simon called the meeting to order at 6:00 pm 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 is 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: Wayne Doran, Ray Egbert, Carol Hample, Robyn Mikaelian, Thomas Wallace, Eric Zwerling, Anna Shinn, Laura Simon

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

Absent: Melissa Szanto

Flag Salute

SUPERINTENDENT'S REPORT

- Dr. DeFabiis recognized Patricia Lewandowski's retirement.
- February HIB Report: One case founded to be HIB.
- Chief Greco and Brian Gilmurray were introduced.
- School Security: Many topics were discussed. See attached summary.
- Budget Review
 - Marci Cole presented Transportation.
 - Donald Race presented Facilities.
 - Jason Bohm presented Administration and Personnel/Benefits in Executive session due to the nature of the contents.

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

- None

CORRESPONDENCE

C.F. Email
C.M. Email
J.L. Email
A.R. Email

K.D. Email
V.B. Email

ADMINISTRATIVE REPORTS

- None

MINUTES

Motion to adopt 2.01 - 2.08

Motion: Mrs. Shinn

Second: Mr. Doran

Roll Call Vote: Carried 8 Yes
(Mrs. Shinn abstained 2.01-2.02)

- 2.01 Motion to approve the Meeting Minutes February 6, 2018.
- 2.02 Motion to approve the Executive Minutes February 6, 2018.
- 2.03 Motion to approve the Special Meeting Minutes February 12, 2018.
- 2.04 Motion to approve the Executive Minutes February 12, 2018.
- 2.05 Motion to approve the Special Meeting Minutes February 13, 2018.
- 2.06 Motion to approve the Executive Minutes February 13, 2018.
- 2.07 Motion to approve the Special Meeting Minutes February 20, 2018
- 2.08 Motion to approve the Executive Minutes February 20, 2018.

FINANCE/FACILITIES

Committee Report – Mr. Egbert provided a report from the meeting held February 14, 2018.

Motion to adopt 3.01 – 3.06

Motion: Mr. Egbert

Second: Mrs. Shinn

Roll Call Vote: Carried 8 Yes

- 3.01 Motion to approve the **Bill List** for the period from **February 8, 2018** through **February 28, 2018** for a total amount of **\$349,163.72**.
(Attachment 3.01)
- 3.02 Motion to ratify the **Payroll** for the month of **January 2018** for a total amount of **\$1,914,739.79**.
(Attachment 3.02)
- 3.03 Motion to approve **District Travel Schedule February 27, 2018** for a total amount of **\$2,257.75**. (Attachment 3.03)

- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: January 31, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of January 31, 2018 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 January 31, 2018 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 January 31, 2018. (Attachment 3.04 & 3.04a)

- 3.05 Motion to accept the Superintendent's recommendation and approve the revised calendar for the 2017-2018 school year.
(Attachment 3.05)
- 3.06 Motion to accept the Superintendent's recommendation and approve the calendar for the 2018-2019 school year.
(Attachment 3.06)

EDUCATION/TECHNOLOGY

Committee Report - None

Motion to adopt 4.01 – 4.09

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

- 4.01 Motion to ratify Silvergate Prep to provide home instruction for student H-173 effective January 25, 2018 through March 3, 2018. Billing is \$50 per hour for a total of 5 hours per week.
- 4.02 Motion to ratify home instruction for student H-174 effective February 7, 2018 for a total of 10 hours per week.

- 4.03 Motion to ratify Silvergate Prep to provide home instruction for student H-171 effective February 16, 2018 through March 16, 2018. Billing is \$50 per hour for a total of 5 hours per week.
- 4.04 Motion to approve the special education Extended School Year Literacy and Social Skills Programs to occur Monday through Thursday from 9:00 - 11:30 am between July 2 – July 26, 2018.
- 4.05 Motion to approve the special education Extended School Year Preschool Program to occur Monday through Thursday from 9:00 - 11:30 am between July 2 - August 2, 2018.
- 4.06 Motion to approve the special education Extended School Year Autism, Extended Day Preschool, Life Skills and LLD classes to occur Monday through Thursday from 9:00 am - 1:00 pm from July 2 - August 2, 2018.
- 4.07 Motion to accept the Superintendent's recommendation and approve the following Student Teacher Observation placement in the Readington Township School District as follows:

Student Observer Name/School	Cooperating Teacher/School	Date/Timeframe
Megan Drew Montclair State University	Kristen Higgins TBS	2/28/2018 - 3/28/2018

- 4.08 Motion to accept the Fine and Performing Arts Committee Mini-Grant totaling \$95.76 for staff member to attend a professional workshop.
- 4.09 Motion to approve the following field trip:

Trip	Location	School	Grade/Department	Cost per Student
Creativity Co-Op	Reading-Fleming Intermediate School	RMS	Grade 6 G&T Students	0

PERSONNEL

Committee Report – None

Laura Simon wanted to recognize Patricia Lewandowski and mentioned how she was an integral part of the office and district.

Motion to adopt 5.01 – 5.11

Motion: Mrs. Shinn

Second: Mr. Egbert

Roll Call Vote: Carried 8 Yes
(Mrs. Simon abstained 5.01)

- 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:

LeighAnne Borella	Teacher/Aide
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- 5.02 Motion to ratify the Superintendent's recommendation and extend Jenna Nagel (Special Education Aide, 30-03-D3/azq) as a Leave Replacement Kindergarten Teacher for employee #5389 (20-03-D2/axg) at a prorated annual salary of \$53,810/BA Step 1 from February 9, 2018 to February 16, 2018, 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 ratify Patricia Hunt as a Special Education Chaperone for the Three Bridges Theater Club from February 13 - March 20, 2018 for 6 hours 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 ratify Erica Winebrenner as a Special Education Chaperone for the Three Bridges Minecraft Club from February 15 - April 12, 2018 for 6 hours 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 acknowledge the following retirement with appreciation for her years of service effective June 30, 2018:

Name	Position
Patricia Lewandowski	Secretary to the Superintendent (50-05-D4/amt)

- 5.06 Motion to approve Stacey Skene, Judy Doslik and Julie Bartus to provide home instruction for student H-174 at a rate of \$30.00 per hour for a total of 10 hours per week collectively 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.

5.07 Motion to approve the following appointment:

Name	Position	Salary	Effective Dates
Patrick Paul	Maintenance Mechanic (BOE) 70-05-D5/aoo	\$48,000.00 (prorated)	3/12/2018 – 06/30/2018

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

Name	Position	Salary/Step	Effective Dates
Kathy Blackstone	Teacher/Special Ed Leave Replacement Teacher (RMS) Employee #4289 20-01-D2/ahr	Substitute rate	2/12/2018 – on or about 3/12/2018

5.09 Motion to accept the Superintendent's recommendation and ratify stipend for the following teacher(s) facilitating workshops on the February 16, 2018 In-service Day:

Teacher	Session	Prep Time	Amount
Squire, Carrie	Hands-on Writing	1.5	\$45.00

5.10 Motion to approve the following mentor for the 2017-2018 school year as follows:

New Staff Member	School/Position	Mentor
Koski, Kimberly	RMS/Special Education Teacher	Rickman, Sharon

5.11 Motion to approve Sherry Krial as School Safety Specialist for the 2017-2018 school year.

COMMUNICATIONS

Committee Report - None

Motion to adopt 6.01

Motion: Mrs. Shinn

Second: Mrs. Hample

Roll Call Vote: Carried 8 Yes

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

Policy 3437 - Military Leave

Policy 4437 - Military Leave

Regulation 7101 - Educational Adequacy of Capital Projects

Policy 7425 - Lead Testing of Water in Schools

Policy 7440 - School District Security

Regulation 7440 - School District Security

UNFINISHED BUSINESS

- None

NEW BUSINESS FROM BOARD

- None

OPEN TO THE PUBLIC

- None

EXECUTIVE SESSION 8:30 pm

Motion: Mr. Doran

Second: Mrs. Shinn

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 discussing Superintendent Search, litigation matters, shared services agreement, pupil services legal matter, and legal matters relating to students #601673 and #70860 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.

Mr. Bohm came out after 1 hour, no one was present so the executive session continued.

RETURN TO PUBLIC SESSION 10:30 pm

Motion: Mr. Doran

Second: Mrs. Shinn

Roll Call Vote: Carried 8 Yes

Motion to adopt 3.07

Motion: Mr. Doran

Second: Mrs. Shinn

Roll Call Vote: Carried 8 Yes

3.07 Motion to approve the Superintendent's recommendation for discretion under policy and regulation #5111 and #5118 for extraordinary circumstances primarily related to medical reasons and to waive tuitions for students #601673 and #70860 for the remainder of the 2017-18 school year.

Motion to Adjourn at 10:29

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 8 Yes

Respectfully submitted,

Jason M. Bohm
Business Administrator/Board Secretary