

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 7:00 p.m.  
April 10, 2018

**MINUTES**

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

The meeting is 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, Melissa Szanto, Thomas Wallace, Eric Zwerling, Anna Shinn, Laura Simon

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

**Absent:** None

**Flag Salute**

**SUPERINTENDENT'S REPORT**

- There were no HIB incidents to report.
- Dr. DeFabiis recognized Whitehouse School students, Anne Albrecht-Smith and Alexander Albanese as well as Readington Middle student, Isabella Prager as grade level winners of this year's Hunterdon County Enthusiastic Reader Award.
- Dr. DeFabiis requested that the Board of Education approve May 4, 2018 as an early dismissal day to allow for Safety and Security Training given by Chief Greco for at the secretaries in the district.

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

- None

**CORRESPONDENCE**

- None

## ADMINISTRATIVE REPORTS

Motion to adopt 1.02; 1.01 Tabled

**Motion: Mrs. Shinn                      Second: Mr. Doran                      Roll Call Vote: Carried 9 Yes**

1.01    March 2018 Enrollment and Drill Reports - **Tabled**

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

<b>School</b>	<b>Date</b>	<b>Findings of Harassment, Intimidation or Bullying</b>
RMS	3/14/2018	No

## MINUTES

Motion to adopt 2.01 – 2.02

**Motion: Mr. Doran                      Second: Mrs. Shinn                      Roll Call Vote: Carried 8 Yes**  
(Mr. Egbert abstained 2.01 - 2.02)

2.01    Motion to approve the Meeting Minutes March 27, 2018.

2.02    Motion to approve the Executive Meeting Minutes March 27, 2018.

## FINANCE/FACILITIES

**Committee Report** – Mr. Egbert gave a report on the Meeting held March 29, 2018.

Motion to adopt 3.01 – 3.09

**Motion: Mr. Egbert                      Second: Mr. Wallace                      Roll Call Vote: Carried 9 Yes**

3.01    Motion to approve the **Bill List** for the period from **March 29, 2018** through **April 11, 2018** for a total amount of **\$1,610,372.77**.  
(Attachment 3.01)

3.02    Motion to approve **District Travel Schedule April 10, 2018** for a total amount of **\$3,626.42**. (Attachment 3.02)

- 3.03 Motion to approve **Payroll for the month of February 2018** for a total amount of **\$1,952,467.12**. (Attachment 3.03 & 3.03a)
- 3.04 Motion to approve the following revised **Account Transfers for February 1, 2018 through February 28, 2018**. (Attachment 3.04 & 3.04a)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: February 28, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of February 28, 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.

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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 February 28, 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 February 28, 2018. (Attachment 3.05 & 3.05a)

- 3.06 Motion to approve the YMCA School Age Child Care Programs for the 2018-19 school year. (Attachment 3.06)
- 3.07 Motion to void Agency check number 802920 dated January 18, 2016, in the amount of \$116.10.
- 3.08 Motion to void Operating Account check number 050072 dated June 2, 2017, in the amount of \$19.71.
- 3.09 Motion to approve the Superintendent's recommendation and accept the New Jersey Emergency Management Grant funds from the Federal Emergency Management Agency (FEMA) in the of \$13,363.30 for expenditures related to damage caused by Winter Storm Jonas during the 2016-17 school year.

**EDUCATION/TECHNOLOGY**

**Committee Report - None**

Motion to adopt 4.01 – 4.03

**Motion: Mr. Egbert**

**Second: Mrs. Shinn**

**Roll Call Vote: Carried 9 Yes**

(Mrs. Hample abstained 4.01)

- 4.01 Motion to apply for and accept an HSA grant in the amount of \$606.21 to be used for Language Arts Take-a-Seat Storage Bins at Holland Brook School. (Attachment 4.01)
- 4.02 Motion to ratify a home instruction extension for student H-173 for an additional 30 days from March 4, 2018 through April 4, 2018. Services to be provided by Silvergate Prep for 5 hours per week at \$50 per hour.
- 4.03 Motion to accept the Superintendent's recommendation and approve the revised calendar for the 2017-2018 school year.

**PERSONNEL**

**Committee Report – None**

Dr. Hart thanked everyone for the warm welcome to the district and looks forward to working collaboratively to continue the strong work in the district moving forward.

Motion to adopt 5.01 – 5.05

**Motion: Mr. Doran**

**Second: Mrs. Shinn**

**Roll Call Vote: Carried 9 Yes**

(Ms. Szanto abstained 5.02)

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

<b>New Staff Member</b>	<b>School/Position</b>	<b>Mentor</b>
Patrick, Catherine	HBS/5th Grade Teacher	Vance, Meryl

- 5.02 Motion to approve Jonathan R. Hart, Ph.D. as Superintendent and the Employment Contract pursuant to the terms approved by the Executive County Superintendent from July 1, 2018 through June 30, 2023.

5.03 Motion to accept the following resignation:

<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
Callie Kroner	Special Education Aide 30-03-D3/axm	April 20, 2018

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

<b>Name</b>	<b>Position</b>	<b>Salary/Step</b>	<b>Effective Dates</b>
Jenna Nagel (Special Education Aide, 30-03-D3/azq)	Teacher/Grade 1 Replacement Teacher (TBS) Employee #4391 20-03-D2/acw	*\$53,810 BA Step 1 (prorated)	04/23/2018 – 06/22/2018

\*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 appointment:

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective Dates</b>
Joshua Eberts	Custodian (RMS) 70-01-D5/aot	*\$37,360 Step 3 (prorated)	4/16/2018 – 06/30/2018

\*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.

## **COMMUNICATIONS**

### **Committee Report**

Motion to adopt 6.01

**Motion: Mrs. Shinn**

**Second: Mr. Doran**

**Roll Call Vote: Carried 9 Yes**

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

Policy 8630 - Bus Driver/Bus Aide Responsibility  
Regulation 8630 - Emergency School Bus Procedures  
Policy 9242 - Use of Electronic Signatures  
(Attachment 6.01)

### **UNFINISHED BUSINESS**

- Mr. Doran highlighted the list of security items that came from parents/staff comments on board meeting held on February 27, 2018 indicated that they were being reviewed by the Finance Committee and will be prioritized before implementation.
- Mrs. Simon added that some points have already been implemented.

### **NEW BUSINESS FROM BOARD**

- Mr. Wallace provided some highlight about the I-STEAM NASA Field trip he is going to on April 27, 2018, and if anyone else was interested should register soon.
- Mr. Doran mentioned reminded the Board about the Fall Conference in October.
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### **OPEN TO THE PUBLIC**

- Kevin Meyer welcomed Dr. and Mrs. Hart. He also asked the Board to share the list of safety concerns once prioritized and to communicate with community/staff members short and long term plans to help clear up any misconceptions.
- Christine Crielly welcomed Dr. Hart and thanked Dr. DeFabiis for the wonderful job, thoughtfulness and consideration he has provided. She mentioned her concerns in the schools with mental health issues and need to consider how to address these issues and have a long term plan. She also thanked the Readington teachers for the amazing job they are doing.
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### **EXECUTIVE SESSION 7:30 pm**

**Motion: Mrs. Shinn      Second: Mr. Doran      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 discussing a personnel matter 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.

### **RETURN TO PUBLIC SESSION 7:54 pm**

**Motion: Mrs. Shinn      Second: Mr. Wallace      Roll Call Vote: Carried 9 Yes**

**ADJOURNMENT**

**Motion to Adjourn at 7:55**

**Motion: Mrs. Shinn**

**Second: Mr. Doran**

**Roll Call Vote: Carried 9 Yes**

**Respectfully submitted,**

**Jason M. Bohm**

**Business Administrator/Board Secretary**