

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 5:00 p.m.  
July 24, 2018

**MINUTES**

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

Laura Simon called the meeting to order at 5:00 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:** Wayne Doran, Ray Egbert, Robyn Mikaelian, Thomas Wallace, Eric Zwerling, Anna Shinn, Laura Simon

**Also Present:** Jonathan Hart, Superintendent, Jason M. Bohm, Business Administrator/Board Secretary

**Absent:** Carol Hample, Melissa Szanto

**Flag Salute**

**SUPERINTENDENT’S REPORT** – Dr. Hart thanked everyone and said he was glad to be here and looking forward to a successful school year.

- HIB incident
- Karen Tucker presented HIB Self Assessment Report.
- The Board was provided the Quarterly Discipline Report to review.

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

- None

**CORRESPONDENCE**

- D.B. email
- C.G. email

**ADMINISTRATIVE REPORTS**

Motion to adopt 1.01 – 1.02

**Motion: Mr. Egbert**

**Second: Mrs. Shinn**

**Roll Call Vote: Carried 7 Yes**

- 1.01 June 2018 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 HARRASMENT, INTIMIDATION OR BULLYING
RMS	June 11, 2018	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 June 12, 2018.
- 2.02 Motion to approve the Executive Session Minutes June 12, 2018.

**FINANCE/FACILITIES**

**Committee Report** – Mr. Egbert provided a report from the July 11, 2018 meeting.

Motion to adopt 3.01 – 3.14

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

- 3.01 Motion to approve the **Bill List** for the period from **June 14, 2018** through **June 30, 2018** for a total amount of **\$3,079,270.38**.  
(Attachment 3.01)
- 3.02 Motion to approve the **Bill List** for the period from **July 1, 2018** through **July 25, 2018** for a total amount of **\$1,072,478.91**.  
(Attachment 3.02)
- 3.03 Motion to approve **District Travel Schedule July 24, 2018** for a total amount of **\$4,727.08**.  
(Attachment 3.03)

- 3.04 Motion to approve **Payroll for the month of May 2018** for a total amount of **\$1,921,789.17 and for the month June 2018** for a total amount of **\$2,160,824.63**.  
(Attachment 3.04 & 3.04a)
- 3.05 Motion to approve the following revised **Account Transfers for May 1, 2018 through May 31, 2018 and June 1, 2018 through June 30, 2018**.  
(Attachment 3.05 - 3.05c)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: May 31, 2018 and June 30, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of May 31, 2018 and June 30, 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 May 31, 2018 and June 30, 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 May 31, 2018 and June 30, 2018. (Attachment 3.06 & 3.06c)

- 3.07 Motion to approve the following educational/medical professional service providers with the 2018-2019 rates as listed:

NAME	DISCIPLINE	SERVICE	FEE
Advance Education Advisement 609-276-4051	Second Opinion Evaluations for related services	Occupational Therapy	\$ 425
		Physical Therapy	\$ 450
		Speech	\$ 425
NJ Institute for Disabilities at Lakeview Augmentative Communication & Assistive Technology Center	Assistive/Augmentative Communication	Augmentative Communication Evaluation	\$1,500
		Consultation	\$ 175/hour
Child Development-Hunterdon Healthcare System	Second Opinion Evaluations for related services	Occupational Therapy Evaluation	\$1,014
		Physical Therapy Evaluation	\$ 868
Therapeutic Intervention	Second Opinion Evaluations for Related	Occupational Therapy Evaluation	\$ 375

	Services	Physical Therapy Evaluation	\$ 375
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3.08 Motion to approve the following 2018-2019 Transportation Jointure Contracts:

HOST	JOINER	ROUTE#	DESTINATION	COST
Readington Twp.	Branchburg Twp.		On needed basis To cover routes	\$33.50/hr. (Sub Driver & Bus)
Readington Twp.	Branchburg Twp.		On needed basis To cover routes	\$43.15/hr. (Contracted Driver & Bus)
Readington Twp.	Branchburg Twp.		Athletic & Field Trips	\$33.50/hr. (Sub Driver & Bus)
Readington Twp.	Branchburg Twp.		Athletic & Field Trips	\$43.15/hr. (Contracted Driver & Bus)
Branchburg Twp.	Readington Twp.	V10MID	Midland ESY	\$1,859.72
Branchburg Twp.	Readington Twp.	V10MID	Midland	\$11,087.23
Branchburg Twp.	Readington Twp.	SHLI-V6	Somerset Hills Learning Institute (ESY)	\$2,550.00
Branchburg Twp.	Readington Twp.	SHLI-V6	Somerset Hills Learning Institute	\$15,640.00
Branchburg Twp.	Readington Twp.	BB1, BB2, BB3, BB4	RMS/HBS	4 Buses @ \$37,447.11 Totaling: \$149,788.44
Branchburg Twp.	Readington Twp.		Athletic & Field Trips	\$33.50/hr. (Sub Driver & Bus)
Branchburg Twp.	Readington Twp.		Athletic & Field Trips	\$43.15/hr. (Contracted Driver & Bus)
Branchburg Twp.	Readington Twp.		Supply School Bus Aide	\$15.00/hr.
Branchburg Twp.	Readington Twp.		On needed basis to cover routes	\$33.50/hr.

3.09 Motion to submit the following for year 2018-2019 grant applications and acceptance of funds:

IDEA:  
 Basic           \$351,643  
 Preschool      \$ 13,381

- 3.10 Motion to submit the following for year 2018-2019 grant application and acceptance of funds:

ESSA:

Title I \$63,053

Title II \$19,011

Title III Consortium \$12,834 with \$4,025 designated for Readington Funds.

- 3.11 Motion to be the lead district of the Title III Consortium with attached districts as participants.  
(Attachment 3.11)

- 3.12 Motion to approve the Shared Services Security Agreement with the Township of Readington to provide security services for the 2018-2019 school year at a cost of \$28/hr. plus 7.5% not to exceed \$38,000.  
(Attachment 3.12)

- 3.13 Motion to approve change order for Holland Brook School/Readington Middle School sidewalk project:

CHANGE ORDER #	CHANGE	AMOUNT
CO-01	Additional curbing/ concrete work	\$3,546

(Attachment 3.13)

- 3.14 Motion to approve change order for Readington Middle School Toilet Rooms alteration.

CHANGE ORDER #	CHANGE	AMOUNT
CO-02	Chase walls in Faculty Toilet Rooms	\$5,000

(Attachment 3.14)

## **EDUCATION/TECHNOLOGY**

**Committee Report - None**

Motion to adopt 4.01 – 4.08

**Motion: Mrs. Shinn**

**Second: Mr. Doran**

**Roll Call Vote:**

- 4.01 Motion to accept the Superintendent's recommendation and approve the following internship placement in the Readington Township School District as follows:

<b>STUDENT INTERN NAME/ SCHOOL</b>	<b>COOPERATING TEACHER/SCHOOL</b>	<b>DATE/TIMEFRAME</b>
Kelly Parks/Centenary University	Barbara Pauley/HBS	7/2018 – 5/2019

- 4.02 Motion to ratify Professional Education Services, Inc. to provide home instruction for student H-180 for one day, June 6, 2018. Billing is \$30.00 per hour not to exceed 5 hours per week.
- 4.03 Motion to ratify Hampton Behavioral Health Center to provide home instruction for student H-180 effective June 7, 2018 through June 22, 2018. Billing is \$30.00 per hour not to exceed 5 hours per week.
- 4.04 Motion to approve the following tuition agreements for the following students to attend the designated out of district programs for the 2018-2019 school year at the noted cost:

<b>STUDENT NUMBER</b>	<b>SCHOOL NAME</b>	<b>ESY TUITION</b>	<b>SCHOOL YEAR TUITION</b>
S-186	Somerset Hills Learning Institute	\$16,280.40	\$97,682.40
S-189	Morris Union Jointure Commission	\$15,117.00	\$92,222.00
S-189	Morris Union Jointure Commission 1:1 Aide	\$10,635.50	\$70,900.00
S-175	Summit Speech School	\$ 8,700.00	\$52,200.00
S-188	Summit Speech School	\$ 8,700.00	\$52,200.00
S-080	Stepping Stone School	\$ 7,521.00	\$45,126.00
S-065	Stepping Stone School	\$ 7,521.00	\$45,126.00
S-109	The Midland School	\$ 9,870.60	\$59,223.60
S-055	The Calais School	\$10,531.50	\$63,189.00
S-190	The Calais School	\$10,531.50	\$63,189.00
S-073	Montgomery Academy	\$6,771.40	\$60,942.60
S-216	Montgomery Academy	\$6,771.40	\$60,942.60
S-129	Lakeview School	\$14,239.50	\$85,437.00

- 4.05 Motion to approve the 2018-2019 Level One Services from the New Jersey Commission for the Blind and Visually Impaired for the following students at a cost of \$1,900 per student:

S-129	S-043
S-031	S-148
S-149	

- 4.06 Motion to accept a donation of a drum set from an anonymous donor to be used at the Holland Brook School Music Department.
- 4.07 Motion to accept the Superintendent's recommendation and approve the following events for Holland Brook School for the 2018-2019 school year, sponsored by the Readington HSA:

EVENT	DATE
Bobcat Pumpkin Bash	October
Bobcat Bingo Night	March
Field Day	June
4 <sup>th</sup> & 5 <sup>th</sup> Grade End of Year Celebration (Branchburg Sports Complex)	June

- 4.08 Motion to accept the Superintendent's recommendation and approve clubs for Holland Brook School and Readington Middle School for the 2018-2019 school year per the attachment, stipends per RTEA contract.  
(Attachment 4.08)

## PERSONNEL

**Committee Report** - Ray Egbert proved a report from the July 17, 2018 meeting.

Motion to adopt 5.01 – 5.19

**Motion: Mr. Doran                      Second: Mr. Egbert                      Roll Call Vote: Carried 7 Yes**

- 5.01 Motion to accept the Superintendent's recommendation and appoint the following Team Leaders at Readington Middle School for the 2018-2019 school year:

NAME	TEAM	STIPEND
Blair Alber	6 <sup>th</sup> Grade	\$1,500
Erica DelGuidice	6 <sup>th</sup> Grade	\$1,500
Carey-Anne Hendershot	7 <sup>th</sup> Grade	\$1,500
Jillian Tundidor	7 <sup>th</sup> Grade	\$1,500
Megan Grocholske	8 <sup>th</sup> Grade	\$1,500
Lauren Greenberg	8 <sup>th</sup> Grade	\$1,500
Marybeth Schwarz	Special Education	\$1,500
Tracy Fitzgerald	Encores	\$1,500

- 5.02 Motion to approve Kevin Sanders and Paul Yunos as RMS Athletic Coordinators for the 2018-2019 school year at a stipend of \$6,000 each.

5.03 Motion to approve the following RMS coaching assignments for the 2018-2019 school year:

<b>SPORT</b>	<b>NAME</b>	<b>SALARY</b>
<b>FALL</b>		
Boys Soccer A	David deVelder	\$4,500
Boys Soccer B	Jose Fernandez	\$3,800
Girls Soccer A	Courtney Calamito	\$4,500
Girls Soccer B	Megan Grocholske	\$3,800
Field Hockey A	Blair Alber	\$4,500
Field Hockey B	Meagan Menza	\$3,800
Boys Cross Country	Ryan Newcamp	\$4,500
Girls Cross Country	Janet Howard	\$4,500
Volleyball A	Stephanie Sperone	\$4,500
Volleyball B	Kathryn MacDade	\$3,800
<b>WINTER</b>		
Boys Basketball A	Kevin Sanders	\$4,500
Boys Basketball B	Christopher Kober	\$3,800
Girls Basketball A	Paul Yunos	\$4,500
Girls Basketball B	Coron Short	\$3,800
Cheerleading A	Courtney Calamito	\$4,500
Cheerleading B	Meagan Menza	\$3,800
Wrestling Head Coach	Bruno Somma	\$4,500
Wrestling Assistant Coach	David deVelder	\$3,800
<b>SPRING</b>		
Girls Lacrosse A	Stephanie Sperone	\$4,500
Girls Lacrosse B	Jennelle Barbiche-Dahler	\$3,800
Boys Lacrosse A	Jose Fernandez	\$4,500
Baseball A	David deVelder	\$4,500
Baseball B	Paul Yunos	\$3,800
Softball A	Ryan Newcamp	\$4,500
Softball B	Meagan Menza	\$3,800
Track – Head Coach	Adam Connelly	\$4,500
Track – Assistant Coach	Coron Short	\$3,800
Track – Assistant Coach	Bruno Somma	\$3,800
Track – Assistant Coach	Lauryn Burnett	\$3,800

5.04 Motion to approve the following Readington Middle School teachers as advisors for Homework Rooms for the 2018-2019 school year at a stipend rate of \$25 per hour:

<b>NAME</b>	<b>POSITION</b>
Jose Fernandez Meagan Menza Shaina Mirsky	Homework Room (AM)
Blair Alber Julie Curcio Stephanie Sperone	Homework Room (PM)
Lauryn Burnett Jose Fernandez	Homework Room Substitutes



Christopher Kober Yolanda Lima Meagan Menza	
Blair Alber Ryan Newcamp	Sports Homework Room
Blair Alber Ryan Newcamp	Sports Homework Room Substitutes

- 5.05 Motion to approve the following Readington Middle School teachers as advisors for Central Office Detention for the 2018-2019 school year at a stipend rate of \$30.00 per hour:

NAME	POSITION
Christopher Kober Lora Petersen	Central Office Detention
Meagan Menza	Substitute for Central Office Detention

- 5.06 Motion to accept the Superintendent's recommendation and approve the following **Substitute Teacher/Aide/Nurse/Bus Driver** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements:

NAME	POSITION
Victoria Albanese	Substitute Aide

- 5.07 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Nicole Torpey	Special Education Aide (TBS) 30-03-D3/awn	June 30, 2018
Katherine Cataldi	School Nurse (RMS) 20-01-D2/axa	August 21, 2018
Jennifer Smith	Teacher/Lang.Arts (RMS) 20-01-D2/aev	On or before September 7, 2018

- 5.08 Motion to ratify Marisa Dotro to attend child study team referral, eligibility and/or IEP meetings between July 1 – August 31, 2018 at a rate of \$30 hour.

- 5.09 Motion to ratify JoEllen Omdal, Bus Driver, for the ESY bus route to Summit Speech at her contracted salary from July 2, 2018 to August 2, 2018 not to exceed 22.5 hours per week.

5.10 Motion to accept the Superintendent's recommendation and approve stipend payments for the attached list of teachers participating in the 2018 Summer Teacher Academy Program.  
(Attachment 5.10)

5.11 Motion to amend the salaries for the following staff effective September 1, 2018 to June 30, 2019:

NAME	TITLE	SALARY	ACTUAL SALARY GUIDE
Freeman, Betsy	Teacher/G&T	From:\$62,415 To: \$62,935	M Step 6-7 (Step 6)
Hegarty, Jessica	Teacher/Special Ed	From: \$62,415 To: \$62,935	M Step 6-7 (Step 6)
Lovering, Allison	Teacher/Lang. Arts	From: \$65,335 To: \$66,260	M+30 Step 8-9 (Step 8)
Patrick, Catherine	Teacher/5 <sup>th</sup> Grade	From: \$56,880 To: \$56,370	B+15 Step 1
Marianne Schultz	Aide/Special Ed	From: \$22.61/hr To: \$20.61/hr	Aide NC Step 14

5.12 Motion to approve the Superintendent's recommendation and re-appoint Substitutes for the 2018-2019 school year. (Attachment 5.12)

5.13 Motion to ratify the following substitutes for the 2018 ESY program:

<b>SUBSTITUTES</b>
Angela Ferreira
Sheila Paciullo
Karen Wojno
Devan DePhillips

5.14 Motion to accept the Superintendent's recommendation and approve the following position control changes and designated transfers for the 2018-2019 school year:

NAME	CHANGE	POSITION	LOCATION
Kristi Dauernheim	Transfer From: To:	20-04-D2/adk 20-03-d2/bak	(WHS) Teacher/Grade 1 (TBS) Teacher/Grade 3
Emily Bengels	Transfer From: To:	20-01-D2/aff 20-04-D2/afz	(RMS) Teacher/French (WHS) Teacher/Interv
Anthony Tumulo	Transfer From: To:	20-04-D2/afz 10-05-03/baf	(WHS) Teacher/Interv (BOE) Teacher Coordinator (Emotional Social Learning)
Colleen Ogden	Transfer From: To:	20-02-D2/azz 20-01-D2/adv 20-02-D2/baj	(HBS) .32 Teacher/Math (RMS) .67 Teacher/Math (HBS) Teacher/Math

	Create:	20-03-D2/bak	(TBS) Teacher/Grade 3
	Create:	20-02-D2/baj	(HBS) Teacher/Math

5.15 Motion to accept the Superintendent's recommendation and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Kenneth Cubillas	(.4) Teacher/Music (Percussion Specialist) (RMS)	\$22,112 BA Step 2	9/1/2018– 6/30/2019

5.16 Motion to approve the following mentors for the 2018-2019 school year as follows:

NEW STAFF MEMBER	SCHOOL/POSITION	MENTOR
Castro, Nicole	WHS/2 <sup>nd</sup> Grade Teacher	Matteo, Cheri
Cubillas, Kenneth	RMS/Music Teacher	Hylkema, John
Hart, Jonathan	BOE/Superintendent	DeFabiis, William
Nagel, Jenna	TBS/1 <sup>st</sup> Grade Teacher	O'Connor, Kathryn

5.17 Motion to authorize the Superintendent to hire substitutes, aides, bus drivers, and bus aides for entire 2018-2019 school year upon verbal approval from the Board of Education president and chairperson of the Personnel Committee. The motion for approval of personnel will be brought to the Board for ratification at the next scheduled Board meeting.

5.18 Motion to accept the Superintendent's recommendation and approve Adam Connelly to perform assigned guidance responsibilities for up to five days during the period July 27 through August 31, 2018 at his per diem rate.

5.19 Motion to accept the Superintendent's recommendation to approve the attached list of Readington Middle School club advisors for the 2018-2019 school year. (Attachment 5.19)

### **COMMUNICATION**

**Committee Report** – Robyn Mikaelian provided a report from the July 18, 2018 meeting.

Motion to adopt 6.01 – 6.02

**Motion: Mrs. Shinn**

**Second: Mr. Wallace**

**Roll Call Vote: Carried 7 Yes**

- 6.01 Motion to accept the Superintendent's recommendation to approve for second reading and adopt the following policies and regulations:
- Policy 1550 - Equal Employment/Anti-Discrimination Practices
  - Regulation 1550 - Equal Employment/Anti-Discrimination Practices
  - Policy 2431 - Athletic Competition
  - Regulation 2431.2 - Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad
  - Policy 8462 - Reporting Potentially Missing or Abused Children
  - Policy 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
  - Regulation 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- 6.02 Motion to approve the following policy and regulation for first reading:
- Policy 5533 - Student Smoking

#### **UNFINISHED BUSINESS**

- None

#### **NEW BUSINESS FROM BOARD**

- Board member election petition due July 30 to county clerk.
- Finance Meeting regularly reviewing Safety/Security with a special meeting planned in August 2018.
- Wayne Doran mentioned he was not available for the August 16<sup>th</sup> meeting. He mentioned that the open spots on committees should be finalized prior to start of school year.

#### **OPEN TO THE PUBLIC**

- None

#### **ADJOURNMENT**

**Motion to Adjourn at 5:34 p.m.**

**Motion: Mrs. Shinn**

**Second: Mr. Doran**

**Roll Call Vote: Carried 7 Yes**

**Respectfully submitted,**

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