

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 7:00 p.m.
September 11, 2018

MINUTES

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

Laura Simon called the meeting to order at 7:00 pm 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: Wayne Doran, Ray Egbert, Carol Hample, Robyn Mikaelian, Melissa Szanto, Anna Shinn, Laura Simon

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

Absent: Thomas Wallace, Eric Zwerling

Flag Salute

SUPERINTENDENT'S REPORT

- Dr. Hart announce that school is open and thrilled to welcome everyone back.
- Sustainable Jersey for Schools Recognition
 - Jodi Bettermann, Energy Coordinator, presented the certification program which our schools achieved silver (Three Bridges School, Whitehouse School) and bronze (Holland Brook School, Readington Middle School). The following persons were recognized for their hard work to make the district successful and presented a certificate of appreciation from Dr. Hart, Superintendent of Schools, and Laura Simon, Board President
 - Kristen Higgins, TBS
 - Tiffany Barca, TBS
 - Dr. Ann DeRosa, WHS
 - Wendy Reardian, WHS
 - Julian Loteirzo, WHS
 - Joyce McGibbon HBS
 - Sharon Moffat, RMS
 - Betsy Freeman, RMS
 - Don Race, District
 - Jodi Bettermann, District

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

- None

CORRESPONDENCE

Email T.W.
Email C.F.
Email M.D.

ADMINISTRATIVE REPORTS

- None

MINUTES

Motion to adopt 2.01 - 2.02

Motion: Mr. Doran Second: Mrs. Shinn Roll Call Vote: Carried 4 Yes
(Mr. Egbert, Mrs. Hample, and Mrs. Szanto abstained)

2.01 Motion to approve the Meeting Minutes August 28, 2018.

2.02 Motion to approve the Executive Meeting Minutes August 28, 2018.

FINANCE/FACILITIES - PASS

Committee Report – No report

Motion to adopt 3.01 – 3.08

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

3.01 Motion to approve the **Bill List** for the period from **August 30, 2018** through **September 12, 2018** for a total amount of **\$88,751.11**.
(Attachment 3.01)

3.02 Motion to approve **District Travel Schedule September 11, 2018** for a total amount of **\$1141.30**.
(Attachment 3.02)

3.03 Motion to approve **Payroll for the month of July 2018** for a total amount of **\$391,791.12**.
(Attachment 3.03)

3.04 Motion to approve the following **Account Transfers** for **July 1, 2018 Through July 31, 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: July 31, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of July 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 July 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 July 31, 2018.
(Attachment 3.05 & 3.05a)

- 3.06 Motion to approve the Business Administrator to solicit bids for Trash & Recycling Removal starting January 1, 2019 to December 31, 2021, with two one-year extensions beyond 2021.
- 3.07 Motion to approve the renewal of the Readington Board of Education long-term disability insurance at a cost of \$33,438 for the 2018-2019, and 2019-2020 school years.
(Attachment 3.07)
- 3.08 Motion to approve the revised 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 3.08)

EDUCATION/TECHNOLOGY

Committee Report – No report

Motion to adopt 4.01 – 4.06

Motion: Mrs. Shinn

Second: Mr. Egbert

Roll Call Vote: Carried 7 Yes

- 4.01 Motion to approve the submission of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights for the 2018-2019 school year, for all district schools.
- 4.02 Motion to apply for and accept a grant in the amount of \$500 from the Exxon Mobil Foundation Volunteer Involvement Program to be used toward math or science at Readington Middle School.
- 4.03 Motion to accept the Superintendent's recommendation and approve the following internship placement in the Readington Township School District as follows:

STUDENT INTERN NAME/SCHOOL	COOPERATING SUPERVISOR/SCHOOL	DATE/TIME FRAME
Anthony Tumolo/ Rider University	Ann DeRosa/WHS	9/2018 – 12/2018

- 4.04 Motion to adopt the Marshall Evaluation Rubric dated May 20, 2013 to be used for Principal, Assistant Principal and Supervisor evaluations and the Danielson Evaluation Rubric dated 2013 to be used for Teacher, Nurse and Counselor evaluations during the 2018-2019 school year.
- 4.05 Motion to ratify home instruction for student S-082 for 10 hours per week from September 6, 2018 through November 6, 2018.
- 4.06 Motion to approve Bayada Home Health Care, Inc. to provide licensed practical nursing (LPN) services at an hourly rate of \$155.00 for out of district student 0-070. This agreement is for a 1:1 nurse aide on the bus and in the classroom for the 2018-2019 school year.

PERSONNEL
Committee Report

Motion to adopt 5.01 – 5.10

Motion: Mr. Doran

Second: Mrs. Shinn

Roll Call Vote: Carried 7 Yes

- 5.01 Motion to accept the Superintendent's recommendation and ratify the attached list of additional teachers to participate in the 2018 Summer Teacher Academy Program at their contractual rate.
(Attachment 5.01)

5.02 Motion to approve the following Special Education Chaperones at Readington Middle School at their contractual rate as noted below.

STAFF MEMBER	SPORT	NOT TO EXCEED
Denise Hawkins	Cross Country	\$1750
Nancy Hill	Boys Soccer	\$750

5.03 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
Jack Kimple	Transfer From: To:	30-01-D3/ayr New Position	(RMS) FT Aide/Special Ed (HBS) FT Aide/Special Ed
Suzanne Vitale	Transfer From: To:	30-02-D3/aso 30-03-D3/azq	(HBS) PT Aide/Special Ed (WHS) FT Aide/Special Ed
Jennifer Percario	Transfer From: To:	30-03-D3/avh 30-02-D3/aso	(TBS) PT Aide/Special Ed (HBS) PT Aide/Special Ed

5.04 Motion to ratify the Superintendent's recommendation and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Theresa Amster	Clerical Aide RMS 50-01-D4/amw	\$16.32/hr. Clerical Step 10	09/01/2018 - 06/30/2019 With additional hours on 8/30/18 & 8/31/18
Natasha Rankin	Clerical Aide TBS 40-03-D4/arb	\$14.32/hr. Clerical Step 3	09/01/2018 - 06/30/2019

5.05 Motion to ratify the Superintendent's recommendation and approve the following Leave Replacement appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATES
Christina Hatfield	Teacher/LA Leave Replacement Teacher (RMS) 20-01-D2/aev (Non-Tenure track)	Substitute rate for the first 20 consecutive days, BA, Step 1 per diem rate thereafter	09/04/2018 - on or about

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATES
Poonam Vijan	Aide/Special Education (WHS) 30-04-D3/aky	\$16.92/hr. Aide NC Step 1	09/12/2018 - 06/30/2019
Rachel Frick	PT Aide/Special Education (TBS) 30-03-D3/avh	\$16.92/hr. Aide NC Step 1	09/12/2018 - 06/30/2019

5.07 Motion to ratify a change in hours and salary for the following staff members:

NAME	POSITION	FROM	TO	EFFECTIVE DATES
Kelly Hunt	Bus Driver	7.25hrs./day \$39,905.52	7.0hrs./day \$38,529.47	09/01/2018 - 06/30/2019
JoEllen Omdal	Bus Driver	7.0hrs./day \$38,529.47	7.25hrs./day \$39,905.52	09/01/2018 - 06/30/2019

5.08 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Patricia Hunt	Aide/Special Ed (TBS) 30-03-D3/aqh	08/29/2018

5.09 Motion to approve the following salary increases in recognition of the following employees' attainment of additional credits for lateral movement per RTEA Guide.

EMPLOYEE NAME	SCHOOL	EFFECTIVE DATE	FROM STEP	SALARY	TO STEP	REVISED SALARY	INCREASE
Denise Birmingham	RMS	9/1/2018	MA Step 15	\$73,680	MA+30 Step 15	\$76,080	\$2,400
Lauren Nicolai	WHS	9/1/2018	MA Step 11	\$66,505	MA+30 Step 11	\$68,905	\$2,400
William Daly	RMS	9/1/2018	BA Step 10	\$59,475	BA+15 Step 10	\$61,075	\$1,600
Marybeth Schwarz	RMS	9/1/2018	MA Step 13	\$69,790	MA+30 Step 13	\$72,190	\$2,400

5.10 Motion to approve the Paraprofessional hours for the 2018-19 school year. (Attachment 5.10)

5.11 Motion to accept the Superintendent's recommendation and appoint the following Grade Level Leaders at Holland Brook School for the 2018-2019 school year at the following stipends per RTEA contract:

NAME	GRADE LEVEL	STIPEND
Maria Winter	4 th Grade	\$1,000.00

Colleen DiGregorio	5 th Grade	\$500.00
Ann Haberkern	5 th Grade	\$500.00

5.12 Motion to accept the Superintendent's recommendation and appoint the following Team Leaders at Readington Middle School for the 2018-2019 school year, at the following stipends per RTEA contract:

Name	Team	Stipend
Blair Alber	6 th Grade	\$1,500.00
Erica DelGuidice	6 th Grade	\$1,500.00
Carey-Anne Hendershot	7 th Grade	\$1,500.00
Jillian Tundidor	7 th Grade	\$1,500.00
Lauren Greenberg	8 th Grade	\$1,500.00
Megan Grocholske	8 th Grade	\$1,500.00
Marybeth Schwarz	Special Education	\$1,500.00
Tracy Fitzgerald	Encores	\$1,500.00

COMMUNICATION

Committee Report

Motion to adopt 6.01

Motion: Mrs. Shinn

Second: Mrs. Hample

Roll Call Vote: Carried 7 Yes

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

- Policy 1613 – Disclosure and Review of Applicant's Employment History
- Regulation 1613 - Disclosure and Review of Applicant's Employment History
- Policy 5350 – Student Suicide Prevention
- Regulation 5350 - Student Suicide Prevention

- 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
- Policy 8561 – Procurement Procedures for School Nutrition Programs

UNFINISHED BUSINESS

- Board meeting are live streaming with Youtube, no ads and volume is better. Facebook Live has restricted access, we will continue with Youtube.

NEW BUSINESS FROM BOARD

- NJSBA Conference October 22-25, 2018- September 21st deadline
 - Board members were encouraged to attend as important professional development opportunity
 - October 23 ceremony recognition of Sustainable Jersey
 - Jodi Bettermann highlighted students from RMS are competing at NJSBA for STEAM Tank – October 24

OPEN TO THE PUBLIC

Elizabeth Fiori, 30, HSA Fine and Performing Arts Committee, put together a year in review newsletter highlighting efforts made by the HSA to benefit the school district and shared with the Board.

EXECUTIVE SESSION – 7:21 p.m.

Thomas Wallace arrived at 7:22 p.m.

Motion: Mr. Doran Second: Mrs. Shinn 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 the purpose discussing a student 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.

Mr. Bohm saw no one was present at 7:51 p.m. so executive session continued.

RETURN TO PUBLIC SESSION – 8:16 p m.

Motion: Mrs. Shinn

Second: Mr. Wallace

Roll Call Vote: Carried 8 Yes

ADMINISTRATIVE REPORTS

Motion to adopt 1.01

Motion: Mrs. Shinn

Second: Mr. Doran

Roll Call Vote: Carried 8 Yes

1.01 Motion to re-affirm the Superintendent's decision of Administrative Report 1.02 previously affirmed at the July 24, 2018 board meeting:

SCHOOL	DATE	FINDINGS OF HARASSMENT, INTIMIDATION, AND BULLYING
RMS	June 11, 2018	Yes

ADJOURNMENT – 8:19 p.m.

Motion to Adjourn at 8:19p.m.

Motion: Mrs. Shinn

Second: Mr. Doran

Roll Call Vote: Carried 8 Yes

Respectfully submitted,

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