

READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual Meeting

Regular Meeting 5:00 p.m.

August 18, 2020

MINUTES

***Mission Statement:** We empower members of our community to lead purposeful lives with integrity, to cultivate a spirit of discovery, and to embrace connections in our diverse, global society.*

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

Laura Simon called the meeting to order at 5:00 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 was taken.

Present: Ray Egbert, Robyn Mikaelian, Thomas Wallace, Eric Zwerling, Anna Shinn, Laura Simon

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

Absent: Carol Hample, Carolyn Podgorski, Andrew Saunders

Andrew Saunders and Carolyn Podgorski arrived at 5:02 p.m.

Flag Salute

Superintendent's Report

- Dr. Hart presented updates on the district's reopening plans for the 2020-2021 school year. Updates included the Governor of New Jersey's Executive order 175 which allows a district to reopen virtually at their discretion based on health and safety requirements for in-person instruction as well as NJDOH recommendations. Dr. Hart highlighted the health and safety measures undertaken by the district and the minimum requirements demanded by the State of New Jersey. Dr. Hart reviewed the information from the NJDOH as well.

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

- Parents, staff, and community members expressed their concerns, suggestions, and asked questions regarding the re-opening of schools. Responses were provided by Dr. Hart, Mr. Bohm and Mrs. Simon.

- Kevin Meyer, RTEA President, expressed concerns raised by RTEA staff relating to in-person instruction surrounding safety and well-being based on surveys conducted and dialog undertaken. Covid-19 is a life threatening illness and the district can successfully educate student virtually.

CORRESPONDENCE

- Email A.B. - Thank You
- Email J.H. - Thank You
- Email J.M. - Thank You
- Email K.R. - Upcoming School Year
- Email N.M. - Returning to School

ADMINISTRATIVE REPORTS

Mr. Zwerling and Mr. Sauders expressed their thought on re-opening and challenges in education given Covid-19.

Motion to adopt 1.01

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

1.01 Motion to approve the reopening of schools plan to submit to the NJDOE.

MINUTES

Motion to adopt 2.01 - 2.03

**Motion: Mr. Egbert Second: Mrs. Shinn Roll Call Vote: Carried 8 Yes
(Laura Simon abstained 2.03)**

2.01 Motion to approve the Meeting Minutes July 21, 2020.

2.02 Motion to approve the Executive Session Meeting Minutes July 21, 2020.

2.03 Motion to approve the Meeting Minutes July 28, 2020.

FINANCE/FACILITIES

Committee Report - Ray Egbert provided minutes of the meeting held on August 4, 2020.

Motion to adopt 3.01- 3.09

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

- 3.01 Motion to approve the **Bill List** for the period from **July 23, 2020** through **August 19, 2020** for a total amount of **\$1,056,889.60**.
(Attachment 3.01)
- 3.02 Motion to ratify and approve **Payroll** for the month of **June 2020** for a total amount of **\$2,273,164.35**.
(Attachment 3.02)
- 3.03 Motion to ratify and approve the following **Account Transfers** for **June 1, 2020 through June 30, 2020**.
(Attachment 3.03 - 3.03a)
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: June 30, 2020 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of June 30, 2020 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 June 30, 2020 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 June 30, 2020.

(Attachment 3.04 & 3.04a)

- 3.05 Motion to submit the following for year 2020-2021 grant application and acceptance of funds for Kindergarten student tablets:

Digital Divide Grant: \$49,695

- 3.06 Motion to approve the following resolution: Resolution Authorizing Disposal of Surplus Property WHEREAS, the Board of Education is the owner of certain surplus property which is no longer needed for public use; and WHEREAS, the Board is desirous of selling said surplus property in an "as-is" condition without express or implied Warranties; NOW THEREFORE BE IT RESOLVED by the Readington Township Board of Education as follows: (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2481 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Board of Education. (2) The sale will be conducted online and the address of the auction site is govdeals.com. (3) The sale is being conducted pursuant to Local Finance Notice 2008-9. (4) A listing of the surplus property to be sold (3) is attached.
(Attachment 3.06)
- 3.07 Motion to approve formal notice to Guardian to cancel long-term disability for all staff effective based on notice terms in our agreement passed at the board meeting held on May 19, 2020, resolution 3.03.
- 3.08 Motion to approve a Non-Resident Tuition Agreement for Student #884032, per policy #5118, at a rate of \$19,249.00 for the 2020-2021 school year.
- 3.09 Motion to approve the following list of educational/medical professional services providers for the 2020-2021 school year at rates listed in their agreements based on service provided:

NAME	SERVICE
Invo Health Care	Speech and Language Evaluations and Therapy Services
New Born Nursing Agency	Nursing Services

EDUCATION/TECHNOLOGY

Committee Report - Anna Shinn provided minutes of the meeting held on August 6, 2020.

Motion to adopt 4.01- 4.03

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

- 4.01 Motion to ratify and approve OOD ESY tuition for student S-129, attending Lakeview School in the amount of \$15,293.40.

4.02 Motion to adopt the following curriculum for the 2020-2021 school year:

<u>CURRICULUM</u>
English Language Arts Grade 2 Grade 3 Grade 4 Grade 5 Grade 6 Grade 7
Math Grade Kindergarten Grade 1 Grade 2 Grade 3 Grade 4 Grade 4 Honors Grade 5 Honors Grade 6th/Advanced Grade 5 Grade 6 Honors Math Grade 7/Advanced Grade 6 Pre Algebra (Grade 8/Advanced Grade 7) Algebra 1 (Honors 7th/Advanced 8th) Algebra 2
Social Studies Grade Kindergarten Grade 3 Grade 4 Grade 6 Grade 7
Visual Arts Grades K-2 Grades 3-5 Grades 6-8
World Language Chinese Grade 8 Spanish Grade K-5

(Attachment 4.02)

- 4.03 Motion to adopt the Marshall Evaluation Rubric dated 2013 to be used for Principal, Assistant Principal and Supervisor evaluations and the Danielson Evaluation Rubric dated 2013 to be used for Teacher, Nurse, Counselor, and other certificated staff evaluations during the 2020-2021 school year.

PERSONNEL

Committee Report - Anna Shinn provided minutes of the meeting held August 4, 2020.

Ray Egbert and Laura Simon expressed their gratitude of achieving a new contract with the RTEA for the 2020-2023 school years. Kevin Meyers, RTEA President echoed thoughts and thanked everyone.

Motion to adopt 5.01 - 5.26

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

- 5.01 Motion to approve the following resolution:
BE IT RESOLVED that the Readington Township Board of Education (hereinafter referred to as the "Board") hereby adopts and approves the terms, stipulations and conditions as established in the 2020 – 2023 Negotiated Agreement by and between the Board and the Readington Township Education Association. The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to execute the Agreement and any other documents necessary to effectuate said Agreement.
(Attachment 5.01)
- 5.02 Motion to accept the Superintendent's recommendation and appoint the **tenured certificated staff** members for the 2020-2021 school year in accordance to the agreement between the Readington Township Board of Education and the Readington Township Education Association.
(Attachment 5.02)
- 5.03 Motion to accept the Superintendent's recommendation and appoint the **non-tenured certificated staff** members for the 2020-2021 school year in accordance to the agreement between the Readington Township Board of Education and the Readington Township Education Association.
(Attachment 5.03)
- 5.04 Motion to accept the Superintendent's recommendation and appoint **paraprofessionals** with final appointments pending assignments as required through student individual education plans for the 2020-2021 school year in accordance to the agreement between the Readington Township Board of Education and the Readington Township Education Association.
(Attachment 5.04)
- 5.05 Motion to accept the Superintendent's recommendation and appoint **secretaries** for the 2020-2021 school year in accordance to the agreement between the Readington Township Board of Education and the Readington Township Education Association.
(Attachment 5.05)

- 5.06 Motion to accept the Superintendent's recommendation and appoint **clerical aides** for the 2020-2021 school year in accordance to the agreement between the Readington Township Board of Education and the Readington Township Education Association.
(Attachment 5.06)

- 5.07 Motion to accept the Superintendent's recommendation and appoint **custodians** for the 2020-2021 school year in accordance to the agreement between the Readington Township Board of Education and the Readington Township Education Association.
(Attachment 5.07)

- 5.08 Motion to accept the Superintendent's recommendation and appoint **other support staff** with revised salaries for the period of July 1, 2020 through June 30, 2021.
(Attachment 5.08)

- 5.09 Motion to accept the Superintendent's recommendation and appoint **maintenance mechanics** with revised salaries for the period of July 1, 2020 through June 30, 2021.
(Attachment 5.09)

- 5.10 Motion to accept the Superintendent's recommendation and appoint **technology staff** with revised salaries for the period of July 1, 2020 through June 30, 2021.
(Attachment 5.10)

- 5.11 Motion to accept the Superintendent's recommendation and appoint **unaligned administrators** with revised salaries for the period of July 1, 2020 through June 30, 2021.
(Attachment 5.11)

- 5.12 Motion to accept the Superintendent's recommendation and appoint **confidential secretaries** with revised salaries for the period of July 1, 2020 through June 30, 2021.
(Attachment 5.12)

5.13 Motion to approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Jaclyn Vail	Teacher/LA (RMS) 20-01-D2/aez	\$57,425 BA Step 4	09/01/2020 - 06/30/2021

5.14 Motion to accept the Superintendent's recommendation and approve stipends for the following staff members facilitating sessions for the Readington Township School District August 2020 Professional Development Sessions:

STAFF MEMBER NAME	SESSION	STIPEND
Ann Haberkern	Zoom Breakout Rooms	\$45.00
Alli Lovering	Kami	\$90.00

5.15 Motion to accept the Superintendent's recommendation and approve stipends for the following staff members facilitating sessions for the Readington Township School District September 2020 In Service Professional Development Sessions:

STAFF MEMBER NAME	SESSION	STIPEND
Stephanie Armstrong	Nurse COVID Symptoms/Procedure Presentation	\$60.00
Ann Haberkern	Zoom Breakout Rooms	\$15.00
Carey-Anne Hendershot	Google Classroom Q & A	\$15.00
Alli Lovering	Kami	\$30.00
Nicole Maraventano	Tips for Hybrid ELA instruction	\$30.00
Ali Myers	Epson iProject (3 Sessions)	\$90.00
Jodi Rehrig	Smartsuite Q & A	\$15.00
Jodi Rehrig	Smartsuite Tech Point Persons	\$30.00

5.16 Motion to accept the Superintendent's recommendation and approve stipends for the following staff members facilitating sessions for the Readington Township School District September 2020 Parent Academy Sessions:

STAFF MEMBER NAME	SESSION	STIPEND
Tiffany Barca	Live Parent Session K-3	\$90.00
Carey-Anne Hendershot	Live Parent Session 4-8	\$90.00
Linda Kovacs	Live Parent Session 4-8	\$90.00
Wendy Reardon	Live Parent Session K-3	\$90.00

- 5.17 Motion to accept the Superintendent's recommendation and ratify the following additional teachers to participate in the 2020 Summer Teacher Academy Program:

NAME	SESSION	STIPEND
Adhikari, Gargi	Mentor/Buddy Teacher Leadership Academy	\$110.00
Grocholske, Megan	Google Classroom 4-8	\$20.00
Kwiatkowski, Donna	7 Types of Reading Conference	\$20.00
Lovering, Allison	Mentor/Buddy Teacher Leadership Academy	\$110.00
Maraventano, Nicole	Finding Your Passion Proj. Day 1	\$110.00
Maraventano, Nicole	Finding Your Passion Proj. Day 2	\$110.00
Padavano, Mary	Making YouTube Videos	\$20.00
Zanardi, Valerie	The Power of Podcasting in the Classroom	\$20.00
Zanardi, Valerie	The Impact of Fake News	\$20.00

- 5.18 Motion to accept the Superintendent's recommendation and approve stipend payments for the attached list of teachers participating in the August 2020 Professional Development Sessions.
(Attachment 5.18)

- 5.19 Motion to approve the following mentors for the 2020-2021 school year as follows:

NEW STAFF MEMBER	SCHOOL/POSITION	MENTOR
Schlehein, Melinda	RMS/French Teacher	Lima, Yolanda

Vliet, Oliva	HBS/SE Teacher	Adhikari, Gargi
Wagner, Kaitlyn	RMS/SE Teacher	Schwarz, Marybeth

5.20 Motion to accept the Superintendent's recommendation and appoint the following Team Leaders at Readington Middle School for the 2020-2021 school year:

NAME/TEAM LEADER	TEAM	STIPEND
Meagan Menza	6 th Grade	\$1,500.00
Lisa Moor	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	\$1,000.00
Megan Grocholske	8 th Grade	\$1,000.00
Alison Myers	8 th Grade	\$1,000.00
Marybeth Schwarz	Special Education	\$1,500.00
Tracy Fitzgerald	Encores	\$1,500.00

5.21 Motion to accept the Superintendent's recommendation and appoint the following Team Leaders at Holland Brook School for the 2020-2021 school year:

NAME/TEAM LEADER	SCHOOL	TEAM	STIPEND
Jennifer Higdon	HBS	4 th Grade	\$750.00
Tricia Noonan	HBS	4 th Grade	\$750.00
Colleen DiGregorio	HBS	5 th Grade	\$1,500.00

- 5.22 Motion to approve the following Readington Middle School teachers as advisors for Central Office Detention for the 2020-2021 school year at the contractual rate:

NAME	POSITION
Yolanda Lima, Brendan Lenox, Meagan Menza	Central Office Detention

- 5.23 Motion to approve the attached paraprofessionals to substitute in our schools for the 2020-2021 school year:
(Attachment 5.23)
- 5.24 Motion to approve the Paraprofessional hours for the 2020-2021 school year.
(Attachment 5.24)
- 5.25 Motion to approve the Bus Drivers and Cafeteria Aides hours for the 2020-2021 school year.
(Attachment 5.25)
- 5.26 Motion to adopt the following revised Job Description:
- Team Leader
- (Attachment 5.26)

COMMUNICATION

Committee Report - Robyn Mikaelian provided minutes of the meeting held on August 11, 2020.

Motion to adopt 6.01 - 6.02

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

- 6.01 Motion to approve the following Policies for first reading:
- Policy 1648 - Restart and Recovery Plan
 - Policy 1648.02 - Remote Learning Options for Families
 - Policy 1649 - Federal Families First Coronavirus (COVID-19) Response Act
 - Policy 2622 - Student Assessment
 - Policy 7243 - Supervision of Construction
 - Policy 8561 - Procurement Procedures for School Nutrition Programs/Appendix
- (Attachment 6.01)
- 6.02 Motion to accept the Superintendent's recommendation and approve the revised calendar for the 2020 - 2021 school year.
(Attachment 6.02)

UNFINISHED BUSINESS

- None

NEW BUSINESS FROM BOARD

- Laura Simon announced the NJSBA Annual Workshop (Virtual) to be held on October 20-22, 2020 and asked members to let Jason know, if they want to attend so registration can occur.

OPEN TO THE PUBLIC

- The district calendar was discussed, and a need to change with the future given uncertainties surrounding Covid-19. Dr. Hart expressed his desire to spread out Professional Development across the school year. A potential Hunterdon Central COVID outbreak was mentioned, but not verified. Dr. Hart also thanked the RTEA and the Board for receiving an agreement on new contract.

EXECUTIVE SESSION - 6:37 p.m.

Motion: Mrs. Shinn Second: Mr. Wallace 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, to discuss Superintendent evaluation for approximately 30 minutes at which time the Board expects to return to Public Session where no action will be taken. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

Anna Shinn left meeting at 7:16 p.m.

RETURN TO PUBLIC SESSION - 7:42 p.m.

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

ADJOURNMENT

Motion to Adjourn at 7:44 p.m.

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

Respectfully submitted,

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

Laura Simon
President, Board of Education