

READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual Meeting
Regular Meeting 5:00 p.m.
February 9, 2021

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.

I. CALL TO ORDER BY BOARD PRESIDENT– OPEN PUBLIC MEETINGS ACT

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: Dr. Cerciello, Mr. Emmons, Mr. Saunders, Mr. Wallace, Mrs. Hample, Mrs. Simon

Absent: Mrs. Fiore, Mrs. Podgorski, Mr. Zwerling

Mrs. Podgorski and Mr. Zwerling arrived at 5:01 p.m.

II. FLAG SALUTE

III. EXECUTIVE SESSION - 5:02 p.m.

Motion: Mr. Wallace 2nd: Mrs. Hample Roll Call: 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 interview architectural firms for approximately 1 hour at which time the Board expects to return to Public Session where action may 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.

Mrs. Fiore arrived at 5:04 p.m.

IV. RETURN TO PUBLIC SESSION - 6:22 p.m.

Motion: Mr. Wallace 2nd: Mrs. Podgorski Roll Call: Carried 9 Yes

SUPERINTENDENT'S REPORT

- Dr. Brown, Ms. Pauch, Mr. Tumolo, and Ms. Krial presented the proposed Curriculum Department budget, Mr. Belske presented the proposed Technology Department budget, Ms. Beegle presented the proposed Pupil Services Department budget for the 2021-2022 school year.
- Dr. Hart presented housing development in the Township of Readington and the projected impact on the school district in the coming years. Enrollment has been declining for several years; however housing development should start to increase overall enrollment moving forward. As much of the development resides in the Whitehouse School region, K-3 enrollment shall disproportionately impact that school potentially creating inequalities between Whitehouse School and Three Bridges in terms of student class size among other aspects. The district is planning to redistrict a portion of streets adjacent to Readington Road to have the families residing there attend Three Bridges School rather than Whitehouse School moving forward. A phased-in kindergarten approach shall occur in the streets identified for redistricting to provide families flexibility, with a five-year rollout being implemented. Families shall have a choice in the 2021-2022 school year if enrolling a kindergarten age student to either attend Whitehouse or Three Bridges School if residing on the redistricted streets. The goal is to create long-term equity while being flexible to keep children in the same family in the same school when feasible.
- Dr. Hart presented revisions to the 2020-2021 district calendar.
- Dr. Hart presented a tentative district calendar for the 2021-2022 school year, noting an upcoming meeting between sending schools and Hunterdon Central Regional High School to synchronize calendars to the best degree feasible.

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

- None

VI. CORRESPONDENCE

- Email B.F. - Appreciation
- Email J.W. - Kindergarten
- Email L.M. - BOE Meetings
- Email M.W. - Change of Address
- Email M.W. - Update on Options
- Email S.M. - Thank you
- Email L.V. - Request

VII. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.02
Motion: Mr. Wallace **2nd: Mrs. Hample** **Roll Call Vote: Carried 9 Yes**
- 1.01 January 2021 Enrollment and Drill Reports
(Attachment 1.01)
- 1.02 Motion to approve The Readington Ready Plan: Next Steps as an addendum to the original Readington Ready Plan.
(attachment 1.02)

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02
Motion: Mrs. Hample **2nd: Mrs. Podgorski** **Roll Call Vote: Carried 8 Yes**
(Mr. Wallace abstained on resolutions 2.01 - 2.02)

Mrs. Hample requested a change under New Business in the January 19, 2021 minutes, indicating it should read Mr. Zwerling presented Green Committee Meeting Minutes.
- 2.01 Motion to approve the Meeting Minutes January 19, 2021.
- 2.02 Motion to approve the Special Meeting Executive Session Minutes January 19, 2021.

C. FINANCE/FACILITIES

Committee Report - Dr. Cerceillo provided minutes of meetings held on January 13 and 28, 2021.

3. Motion to adopt 3.01 - 3.13
Motion: Mr. Wallace **2nd: Mrs. Hample** **Roll Call vote: Carried 9 Yes**
(Dr. Ceriello abstained on resolution 3.09)
- 3.01 Motion to approve the **Bill List** for the period from **January 21, 2021 through February 10, 2021** for a total amount of **\$1,278,961.20**.
(Attachment 3.01)
- 3.02 Motion to ratify and approve **Payroll** for the month of **December 2020** for a total amount of **\$2,121,809.74**.
(Attachment 3.02-3.02a)
- 3.03 Motion to ratify and approve the following **Account Transfers** for **December 1, 2020 through December 31, 2020**.
(Attachment 3.03 - 3.03c)
- 3.04 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: December 31, 2020 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 31, 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 December 31, 2020 and 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 December 31, 2020. (Attachment 3.04 & 3.04a)

3.05 **RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL DEVELOPMENT SERVICES DIRECTLY TIED TO PROPRIETARY SOFTWARE FOR THE 2020-2021 SCHOOL YEAR.**

WHEREAS, the Readington Township Board of Education has a need to award the following proprietary service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 18A:18A-5 and,
WHEREAS, the anticipated term of this contract is one (1) year or less; and
WHEREAS, the district has purchased a proprietary software named iReady for math and reading and integrated into student instruction; and
WHEREAS, the district needs professional development for staff to properly utilize the proprietary software; and
WHEREAS, the use of a different vendor and/or software would unnecessarily escalate the costs and/or potentially cause irreparable harm to the education of our student population;
following proprietor has submitted a proposal indicating they will provide the service indicated as listed; and
NOW, THERE, BE IT RESOLVED that the Board of Education of Readington Township authorizes Jason Bohm, Business Administrator/Board Secretary, to enter into the following proprietary service contract:

SERVICE	PROPRIETOR	AMOUNT OF CONTRACT
Professional Development Services for Proprietary iReady Software	Curriculum Associates	\$7,500.00 (ESSA funding will be utilized)

3.06 Motion to void the following checks from the Cafeteria Account:

DATE	CHECK NUMBER	AMOUNT
06/23/2020	2120	\$12.70
06/24/2020	2152	\$49.25
06/24/2020	2155	\$63.15
06/24/2020	2167	\$20.55

3.07 Motion to void the following checks from the Operating Account:

DATE	CHECK NUMBER	AMOUNT
01/22/2020	055756	\$5.67
05/20/2020	056405	\$22.53
06/10/2020	056502	\$30.00

3.08 Motion to void the following checks from the Holland Brook School Student Activity Account:

DATE	CHECK NUMBER	AMOUNT
6/5/2020	1964	\$56.00
6/5/2020	2023	\$56.00
6/8/2020	2092	\$30.00
6/8/2020	2093	\$30.00
6/9/2020	2141	\$30.00
6/9/2020	2149	\$30.00
6/16/2020	2162	\$30.00
6/16/2020	2177	\$30.00

- 3.09 **BE IT RESOLVED** by the Readington Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release (hereinafter referred to as "Agreement") between the Board and the Parents of a student #938629, and which Agreement is located in the student's file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.
(Attachment 3.09)
- 3.10 Motion to approve Brown Psychological Services to provide Psychological Evaluations for the 2020-2021 school year not to exceed \$2,000.00.
- 3.11 Motion to approve The Dyslexia Center of Princeton to provide Dyslexia Assessments for the 2020-2021 school year not to exceed \$1,850.00.
- 3.12 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 (books) is attached.
(Attachment 3.12)
- 3.13 Motion to approve the following resolution:
WHEREAS, on December 8, 2020, the Readington Township Board of Education (the "Board") authorized the Business Administrator to solicit architectural firm proposals through a fair and open competitive process refer to as Requests for Proposals ("RFP") in lieu of formal public bidding; and
WHEREAS, pursuant to N.J.S.A. 18A:18A-5(a), the procurement of professional services, such as architectural services, are exempt from public bidding; and
WHEREAS, the Board received eighteen (18) proposals on January 20, 2021, and over the course of several weeks completed multiple rounds of evaluations and interviews at both the administrative and board-level within criteria outlined in N.J.S.A. 18A:18A-4.4 and scoring documentation is on file in the Business Office; and

Lauren Greenburg	8th Grade	\$1,500.00
Megan Grocholske	8th Grade	\$1,500.00

5.05 Motion to approve Lauren Mahoney and Meryl Vance as Destination Imagination Club Coordinators for Holland Brook School and Readington Middle School for the 2020-2021 school year at a stipend per RTEA contract.

5.06 Motion to approve the following salary increases in recognition of the following employees' attainment of additional credits for lateral movement per RTEA Guide effective February 1, 2021:

NAME	SCHOOL	FROM STEP	SALARY	TO STEP	REVISED SALARY	INCREASE
Caroline Robb	TBS	BA Step 16	\$71,305.00	BA+15 Step 16	\$72,905.00 (Prorated)	\$1,600.00
Nancy Kelly	HBS	BA Step 10-11	\$61,935.00	MA Step 10-11	\$67,535.00 (Prorated)	\$5,600.00

5.07 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Jillian Bobal	Speech/Language Specialist (WHS) 20-04-D2/akj	March 26, 2021

5.08 Motion to approve extra pay for school nurses to perform contact tracing and other COVID-19 related actions upon direction and authorization by the Superintendent of Schools for the 2020-2021 school year at the rate designated in the RTEA contract not to exceed \$5,000.00.

5.09 Motion to accept the Superintendent's recommendation and approve other leave in accordance with the RTEA contract Article XII, section F for the following staff member:

EMPLOYEE	DATE
# 6212	June 30, 2021

F. COMMUNICATION

Committee Report - Mrs. Fiore provided minutes of the meeting held on January 28, 2021.

6. Motion to adopt 6.01 - 6.02

Motion: Mr. Wallace 2nd: Mrs. Podgorski Roll Call Vote: Carried 9 Yes

6.01 Motion to approve the following policies for first reading:
(Attachment 6.01)

- Policy 2361 - Acceptable Use
- Policy 5350 - Student Suicide Prevention
- Policy 6440 - Cooperative Purchasing
- Policy 6470.01 - Electronic Funds Transfer and Claimant Certification
- Policy 7440 - School District Security
- Policy 7450 - Property Inventory
- Policy 8561 - Procurement Procedures for School Nutrition Programs

6.02 Motion to accept the Superintendent's recommendation and approve the revised District Calendar for 2020-2021 school year.

VIII. UNFINISHED BUSINESS

- None

IX. NEW BUSINESS FROM BOARD

- Mrs. Fiore provided an overview of the most recent meeting held by the Hunterdon County School Boards Association. Most of the discussion on the reopening plans for local schools. It appears our district is leading with ensuring special needs students are attending in-person more frequently.
- Laura Simon discussed an optional board self-evaluation process offered by New Jersey School Boards Association. The purpose is to review how the board is functioning, with areas of growth and strengths. Discussion included potentially pushing the process until the 2021-2022 school year given the large turnover of board members in recent months; however, some board members requested more information and sample survey questions to review before finalizing a decision. The conversation was deferred to the next board meeting on February 23, 2021.

X. OPEN TO THE PUBLIC

- None

XI. ADJOURNMENT

Motion to adjourn at: 8:22 p.m.

Motion: Mrs. Hample

2nd: Mrs. Podgorski

Roll Call Vote: Carried 9 Yes

Respectfully submitted,

Jason M. Bohm
Business Administrator/Board Secretary

Laura Simon
President, Board of Education