

READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual Meeting
Regular Meeting 7:00 p.m.
April 27, 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 7:00 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 may be taken.

Present: Dr. Cerciello, Mrs. Fiore, Mrs. Flores, Mrs. Hample, Mrs. Simon

Absent: Mr. Emmons, Mrs. Podgorski, Mr. Wallace, Mr. Zwerling

Mr. Emmons and Mrs. Podgorski joined the meeting at 7:01 p.m.

Mr. Zwerling joined the meeting at 7:06 p.m.

II. FLAG SALUTE

III. SUPERINTENDENT’S REPORT

- Dr. Hart presented the status of the district goals for the 2020-2021 school year:
 - Goal 1: Inquisitive Learning (Strategic Goal) - The district raised awareness through the Readington News, Superintendent Newsletter, parent academies and schools’ newsletter, passion projects, professional development opportunities, and teacher inquiry projects.
 - Goal 2: Partnerships (Strategic Goal) – The district created a bank of partners linked to curriculum and sustainability, held virtual field trips, author visits, and student passion projects with community partnerships.
 - Goal 3: Social Awareness (Strategic Goal) – The district held SEL parent nights, Child Assault and Prevention programs, Superintendent Coffee Chats around mental health, student wellness checks, and starting to include equity in SEL work.
 - Goal 4: COVID 19 Restart and Response – The district set parameters and steps to return students and staff in the building in a safe and effective manner, providing updates to critical stakeholders along the way.
- Dr. Hart and Mr. Bohm presented results of QSAC process. Final scores from the State of New Jersey were: Instruction and Program: 87% Fiscal Management: 96% Governance: 100% Operations: 89% Personnel: 100%. Most corrective action for each deficiency has been completed, with a few in development for future implementation in the coming months. The district is a high-performing district achieving at least 80% or higher in all areas of focus. The next QSAC process shall occur three (3) years from now.
- Dr. Hart indicated no changes from the County Office since the presentation on the budget in March.
- Dr. Hart announced that May 28, 2021 is a snow contingency day which shall now be a day off for students and teaching staff. The final day of school is June 18, 2021.

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

- None

V. CORRESPONDENCE

- Email M.W. - Bus Matter

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.04

Motion: Mrs. Hample

2nd: Dr. Cerceillo

Roll Call Vote: Carried 8 Yes

- 1.01 March 2021 Enrollment and Drill Reports
(Attachment 1.01)
- 1.02 RMS Quarterly Discipline Report Quarter 3/January 28 - April 14, 2021
(Attachment 1.02)
- 1.03 Motion to accept the New Jersey Quality Single Accountability Continuum (NJQSAC) results designating the Readington Township Board of Education as high performing.
(Attachment 1.03)
- 1.04 Motion to accept the HIB report and affirm the Superintendent's decision on the following cases:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
5	RMS	03/08/2021	No

B. APPROVAL OF MINUTES

- 2. Motion to adopt 2.01 - 2.02
Motion: Mrs. Hample 2nd: Mr. Emmons Roll Call vote: Carried 8 Yes
- 2.01 Motion to approve the Meeting Minutes April 13, 2021.
- 2.02 Motion to approve the Meeting Executive Session Minutes April 13, 2021.

C. FINANCE/FACILITIES

Committee Report – Dr. Cerciello provided minutes of the meeting held on April 21, 2021.

- 3. Motion to adopt 3.01 - 3.09
Motion: Mrs. Podgorski 2nd: Mrs. Hample Roll Call Vote: Carried 8 Yes
- 3.01 Motion to approve the **Bill List** for the period from **April 15, 2021 through April 28, 2021** for a total amount of **\$392,627.72**.
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule April 27, 2021** for a total amount of **\$594.00**.
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll** for the month of **February 2021** for a total amount of **\$2,049,055.68**.
and for the month of **March 2021** for a total amount of **\$2,046,980.46**.
(Attachment 3.03-3.03a)
- 3.04 Motion to ratify and approve the following **Account Transfers** for **February 1, 2021 through February 28, 2021 and March 1, 2021 through March 31, 2021**.
(Attachment 3.04-3.04c)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: February 28, 2021 and March 31, 2021 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of February 28, 2021 and March 31, 2021 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 February 28, 2021 and March 31, 2021 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 February 28, 2021 and March 31, 2021. (Attachment 3.05-3.05c)

3.06 Motion to approve the following resolution adopting the 2021-2022 Budget:

BE IT RESOLVED that the budget be approved for the 2021-2022 School Year and that the Superintendent and the SBA/Board Secretary be authorized to implement the following final budget and present the A4F request of school taxes to the Township of Readington.

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL 2021-2022
Total Expenditures	35,485,585.00	351,000.00	2,046,788.00	37,883,373.00
Less: Anticipated Revenues	4,643,477.00	351,000.00	141,267.00	5,135,744.00
Taxes to be Raised	30,842,108.00	0.00	1,905,521.00	32,747,629.00

(Attachment 3.06-3.06b)

3.07 Approval of the adoption of tuition rates for 2021-2022:

BE IT RESOLVED to establish the following tentative tuition rates for the 2021-2022 school year:

Kindergarten	\$18,661.00
Grades 1-5	\$20,835.00
Grades 6-8	\$21,209.00
*Learning Language Disabled	\$34,213.00
*Behavioral Disabilities	\$40,469.00
*Autism	\$48,448.00
*Preschool Disabled (part time)	\$21,014.00
*Preschool Disabled (full time)	\$26,968.00

*Rates listed subject to modification based on actual needs required for the Individualized Educational Plan of the student(s)

- 3.08 **WHEREAS**, the Readington Township Board of Education is in receipt of the New Jersey Department of Agriculture's (NJDA) Audit Report and **WHEREAS**, the Board of Education is required to accept the report and approve the corrective action plans for any recommendations from the audit and certify implementation of corrective action, **NOW, BE IT RESOLVED** that the Readington Township Board of Education accepts the NJDA Audit Report and now approves the certification of implementation for the corrective action plan for the recommendations in the report. (Attachment 3.08)

3.09 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (the "Board") advertised for bids for the Roof Replacement at Holland Brook School Project (hereinafter referred to as "the Project"); and **WHEREAS**, on April 20, 2021, the Board received bids for the Project; and **WHEREAS**, VMG Group submitted the lowest bid for the Project with a base bid in the amount of \$799,000.00, together with Alternate No. 1 in the amount of \$18,000.00, Alternate No. 2 in the amount of \$75,000.00 and Alternate No.3 in the amount of \$89,000.00, for a total contract sum of \$981,000.00; and **WHEREAS**, the Board desires to proceed with the base bid and all alternates; and **WHEREAS**, the bid submitted by VMG Group is responsive in all material respects and the Board is desirous of awarding the contract for the Project to VMG Group; and **NOW, THEREFORE, BE IT RESOLVED** that the Board hereby awards the bid for the Project to VMG Group, in the total contract sum of \$981,000.00. **BE IT FURTHER RESOLVED**, that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project

specifications, together with an AA201-Project Manning Report, an executed contract, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED, that the Board Attorney is hereby directed to draft an agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for this project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution. (Attachment 3.09)

Mr. Wallace joined the meeting at 7:45 p.m.

D. EDUCATION/TECHNOLOGY

Committee Report - Mrs. Hample provided minutes of the meeting held on April 22, 2021.

- 4. Motion to adopt 4.01 - 4.08
Motion: Mrs. Hample 2nd: Dr. Cerciello Roll Call Vote: Carried 9 Yes
- 4.01 Motion to approve Judith Wilson, consultant, at a cost of \$2,100.00 to conduct professional development for the Board of Education on leadership effectiveness through two 90-minute workshops for the 2021-2022 school year.
- 4.02 Motion to approve Divonna Stebick, consultant, in the amount of \$7,500.00 for the District's Teacher Inquiry Project for the 2021-2022 school year, paid for through ESSA Title II.
- 4.03 Motion to adopt the following fundraiser for the 2020-2021 school year:

SCHOOL	FUNDRAISER	RECIPIENT
RMS	Dine-Around-Town	Readington Athletic Booster Club

- 4.04 Motion to approve and ratify an Out of District Placement for student S-004 to attend Montgomery Academy effective April 13, 2021 at a tuition rate (prorated) for the 2020-2021 school year in the amount of \$17,494.08.
- 4.05 Motion to approve tuition contract for non-resident staff member's child to attend Readington Township Schools at the tuition rate \$4,200.00 for the 2021-2022 school year:
 - Employee #6569
- 4.06 Motion to approve a donation of books titled *When Grandma Gives You a Lemon Tree* to Holland Brook School for the 2020-2021 school year, donated by Two Men and a Truck Co.
- 4.07 Motion to apply for a Child Assault Prevention Grant in the amount of \$4,475.80 for programs and workshops at all Readington Township schools. (Attachment 4.07)
- 4.08 Motion to accept the Superintendent's recommendation and approve the following student placement in the Readington Township School District as follows:

STUDENT NAME	UNIVERSITY/COLLEGE PROGRAM	SCHOOL/COOPERATING TEACHER	EFFECTIVE DATES
Alexandra Collado	Rutgers University Clinical Field Practice - Fall 2021	Whitehouse School/Teresa Miller	Fall Semester 2021 (5 days per week)

E. PERSONNEL

Committee Report – Mrs. Podgorski provided minutes of the meeting held on April 21, 2021.

- 5. Motion to adopt 5.01 - 5.06
Motion: Mrs. Podgorski 2nd: Mrs. Hample Roll Call Vote: Carried 9 Yes

5.01 Motion to accept the following resignations:

NAME	POSITION	EFFECTIVE DATE
Elizabeth Horvath	Teacher/Language Arts (RMS) 20-01-D2/aew	July 1, 2021

5.02 Motion to ratify and accept the following appointment:

NAME	POSITION	SALARY	EFFECTIVE DATE
Kristen Halozan	Teacher/Art (RMS) 20-01-D2/afn	\$56,235 BA Step 1-2 (1) (Prorated)	04/16/2021 - 06/30/2021

5.03 Motion to create the position and adopt the following job description:

- Assistant to the Business Administrator
(Attachment 5.03)

5.04 Motion to accept the Superintendent’s recommendation and approve the following position control change and designated transfer for the 2021-2022 school year:

NAME	CHANGE	POSITION	LOCATION
Katherine DeRiso	Transfer from:	Assistant Business Administrator/ Board Secretary (10-05-D1/aad)	BOE
	to:	Assistant to the Business Administrator/Board Secretary (new position)	BOE

5.05 Motion to approve a stipend in the amount of \$6,500.00 for Marci Cole, Dispatcher, for the 2020-2021 school year to perform supervisory duties for Branchburg Board of Education beyond contractual hours under the shared services arrangement previously approved by the board on June 9, 2020. Stipend shall be paid in full by Branchburg Board of Education.

5.06 Motion to approve the following teachers and aides as special education chaperones & substitute chaperones for spring sports at their contractual rate.

Kaitlyn Wagner	Dan Kimple	Denise Hawkins	Nancy Hill
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F. COMMUNICATION

Committee Report – Mrs. Fiore provided minutes of the meeting held on April 12, 2021.

6. Motion to adopt 6.01 - 6.03

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

6.01 Motion to accept the Superintendent’s recommendation and approve the following attached policies for first reading:
(Attachment 6.01)

- Policy 1643 - Family Leave
- Policy 2415 - Every Student Succeeds Act
- Policy 2415.02 - Title I - Fiscal Responsibilities
- Policy 2415.05 - Student Surveys, Analysis and/or Evaluations
- Policy 2415.20 - Every Student Succeeds Act Complaints
- Policy 4125 - Employment of Support Staff Members

- Policy 6360 - Political Contributions
- Policy 8330 - Student Records
- Policy 9713 - Recruitment by Special Interest Groups

6.02 Motion to accept the Superintendent's recommendation and abolish the following policies:

- Policy 2415.01 - Academic Standards, Academic Assessments and Accountability
- Policy 2415.03 - Highly Qualified Teachers
- Policy 3431.1 - Family Leave
- Policy 3431.3 - New Jersey's Family Leave Insurance Program
- Policy 4431.1 - Family Leave
- Policy 4431.3 - New Jersey's Family Leave Insurance Program
- Policy 5118 - Non-Resident Pupils
- Policy 7150 - Use of School Facilities

6.03 Motion to accept the Superintendent's recommendation and approve the revised District Calendar for the 2020-2021 school year.
(Attachment 6.03)

VII. UNFINISHED BUSINESS

- Dr. Hart spoke about a third party coming in to evaluate the board's self-evaluation to critically evaluate to help the board move forward more effectively. Judith Wilson, consultant, was board approved this evening to help in this effort. Dr. Hart provided tentative timelines for training at board meetings in July and August at 5:00 p.m. for approximately 90 minutes each session to accomplish this effort to train the board. The district chose Ms. Wilson given her strong knowledge of the district based on past experience working with us, and ability to customize the training to focus on our growth.

VIII. NEW BUSINESS FROM BOARD

- Mr. Zwerling provided Green Committee meeting minutes of the meeting held on April 13, 2021.

IX. OPEN TO THE PUBLIC

- No comments from the public.
- Dr. Hart announced to the board that tours for board members shall occur on May 20th for Holland Brook School/Three Bridges School and May 26th for Readington Middle School/Whitehouse School at 8:00 a.m. All board members are invited to attend.

X. EXECUTIVE SESSION - 8:20 p.m.

Motion: Mrs. Hample 2nd: Mr. Wallace 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, to discuss the Superintendent's Evaluation and Training, and RTAA negotiations for approximately 30 minutes at which time the Board expects to return to Public Session where action shall not 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.

Mr. Emmons left at 8:36 p.m. due to potential conflicts relating to RTAA negotiations.

XI. RETURN TO PUBLIC SESSION - 8:50 p.m.

Motion: Mrs. Hample 2nd: Mrs. Podgorski Roll Call Vote: Carried 8 Yes

XII. ADJOURNMENT – 8:51 p.m.

Motion: Mrs. Hample 2nd: Mr. Wallace Roll Call Vote: Carried 8 Yes

Respectfully submitted,

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

**Laura Simon
President, Board of Education**