

READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual Meeting
Regular Meeting 7:00 p.m.
May 18, 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 7:07 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, Mrs. Fiore, Mrs. Flores, Mrs. Podgorski, Mr. Wallace, Mr. Zwerling, Mrs. Hample, Mrs. Simon

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

Absent: None

II. FLAG SALUTE

III. SUPERINTENDENT’S REPORT

- Dr. Hart provided kind words for the Governor’s Educator of the Year recipients along with retiring staff members.
Governor’s Educator of the Year Honorees:
WHS: Arline Schlosser & Paul Smith
TBS: Carrie Squire & Anne Romano
HBS: Megan Sloan & Jodi Rehrig
RMS: Megan Greco & Christine Crielly
Retirees:
WHS: Alisa Swider
TBS: Rosanne Oldenburg & Erica Winebrenner
RMS: Tracy Fitzgerald
Transportation: Charlene Eitzen
BOE: Teresa Phillips & Gaye Villa
Dr. DeRosa, Whitehouse School Principal, Mrs. Higgins, Three Bridges School Principal, Mr. Nigro, Holland Brook School Principal, and Dr. Moss, Readington Middle School Vice-Principal, Ms. Cole, Transportation Dispatcher and Mr. Bohm, Business Administrator/Board Secretary, shared gracious thoughts about each honoree and retiree.
Laura Simon congratulated the Governor’s Educators of the year honorees and retirees and wished everyone the best!
- Dr. Hart provided an update on the pandemic. The State of NJ is requiring the district to create a Safe Return Plan for September 2021 for staff and students. This plan is required for the district to obtain ESSER III funding which will help us provide services to staff and students.

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

- There were numerous comments congratulating Governor’s Educators of the Year honorees and retirees. Everyone expressed how much retirees will be missed, but wished them the best.
- Mr. Zwerling thanked Gaye Villa for all the help when he was coming on the board as a new member.

V. CORRESPONDENCE

- Email A.R. - Masks

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01
Motion: Mrs. Podgorski 2nd: Mrs. Hample Roll Call Vote: Carried 9 Yes
- 1.01 April 2021 Enrollment and Drill Reports
(Attachment 1.01)

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02
Motion: Mr. Wallace 2nd: Mrs. Podgorski Roll Call Vote: Carried 9 Yes
- 2.01 Motion to approve the Meeting Minutes May 4, 2021.
- 2.02 Motion to approve the Meeting Executive Session Minutes May 4, 2021.

C. FINANCE/FACILITIES

Committee Report - Dr. Cerceillo provided minutes of the meeting held on May 7, 2021.

Dr. Cerceillo also thanked all the Governor's Educators of the year honorees and retirees, wishing them the best. Policy 7461 about long-range planning brought up by Mr. Zwerling for the Finance Committee to consider when developing future capital projects.

3. Motion to adopt 3.01 - 3.05
Motion: Mrs. Podgorski 2nd: Mrs. Hample Roll Call vote: Carried 9 Yes
- 3.01 Motion to approve the **Bill List** for the period from **May 6, 2021 through May 19, 2021** for a total amount of **\$295,069.20**.
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule May 18, 2021** for a total amount of **\$1,435.00**.
(Attachment 3.02)
- 3.03 Motion to void the attached Student Activity checks.
(Attached 3.03)
- 3.04 Resolved to renew the District's employee insurance health and vision benefits with AmeriHealth and Horizon Dental for dental benefits for the 2021-2022 school year.
(Attachment 3.04-3.04a)
- 3.05 Motion to adopt the following Resolution:

WHEREAS, Readington Township Board of Education ("RTBOE") authorized the issuance of a Request for Proposal ("RFP") pursuant to the Public School Contracts Law (N.J.S.A. 18A:18A-4-1(k) in connection with contracting for a food service management company ("FSMC"); and

WHEREAS, pursuant to the Department of Community Affairs Division of Local Government Services' Local Finance Notices 2008-20, dated December 3, 2008, and 2009-10, dated June 12, 2009, this service may be procured through competitive contracting provisions of the Public Schools Contracts Law (N.J.S.A. 18A:18A-4.1(k)); and

WHEREAS, the RTBOE publicly solicited proposals for a FSMC and received one sole proposal from Maschio's Food Services, Inc. ("Maschios") at the opening on May 6, 2021, which based on evaluation criteria was the highest responsive proposal; and

BE IT RESOLVED, that the RTBOE upon the recommendation of the Business Administrator approves the award of the FSMC base year contract with Maschio's for the 2021-2022 school year as follows:

- The School Food Authority shall pay Maschio's an annual management fee in the amount of \$16,000.00. The management fee shall be payable in monthly installments of \$1,600.00 per month commencing on September 1, 2021 and ending on June 30, 2022.

- Maschio's guarantees a return to the School Food Authority in the amount of \$35,000.00. If the State of Emergency is formally extended into the 2021-2022 school year; the minimum guarantee is waived for the 2021-2022 school year.

D. EDUCATION/TECHNOLOGY

Committee Report – Mrs. Hample provided minutes of the meeting held on May 11, 2021.

4. Motion to adopt 4.01 - 4.06
Motion: Mrs. Hample 2nd: Dr. Cerciello Roll Call Vote: Carried 9 Yes
- 4.01 Motion to approve the attached list of textbooks, instructional resources and publishers to be used to implement the curriculum for the 2021-2022 school year. (Attachment 4.01)
- 4.02 Motion to accept the Superintendent's recommendation and adopt the following curricula for the 2021-2022 school year:

Encores: I&D, Creative Writing, Coding, Financial Literacy, Current Events	Physical Education/Health
English as a Second Language	Preschool
Gifted and Talented	School Counseling
Informational Literacy	Science
Intervention Program	Social Studies
Language Arts	Technology
Life Skills	Visual and Performing Arts
Mathematics	World Languages

- 4.03 Motion to approve the following book for the 2021-2022 school year:

BOOK TITLE	GRADE
The Life of Frederick Douglass: A Graphic Narrative of a Slave's Journey from Bondage to Freedom	Grade 8

- 4.04 Motion to adopt the following fundraisers for the 2020-2021 school year:

SCHOOL	FUNDRAISER	GROUP/RECIPIENT	DATE
Holland Brook School	Spirit T-Shirt Sale	Holland Brook School Student Activities Account	May/June 2021
Readington Middle School	8th grade Kickball Tournament	Readington Food Pantry and Flemington Food Pantry	June 14, 2021

4.05 Motion to adopt the following field trip for Readington Middle School for the 2020-2021 school year:

GRADE	FIELD TRIP	DATE	TRANSPORTATION	COST
7th Grade	Hike Lachenmeyer Trail, Readington NJ	June 2021	None Required	No Cost

4.06 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
Gabrielle Brinkworth	Centenary University Clinical Experience & Internship	Three Bridges School Denise Duncan & Carrie Squire	Fall Semester 2021 Spring Semester 2022

E. PERSONNEL

Committee Report – Mrs. Podgorski provided minutes of the meeting held on May 4, 2021.

5. Motion to adopt 5.01 - 5.10
Motion: Mrs. Podgorski 2nd: Mrs. Hample Roll Call Vote: Carried 9 Yes

5.01 Motion to amend the following salary to reflect a change in hours:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Kenneth Cubillas	Teacher/Music (RMS) 20-01-D2/bam	\$23,610.00 BA+15 Step 4 (prorated)	5/11/2021 – 6/30/2021

5.02 Motion to accept the Superintendent's recommendation and approve the attached list of teachers for curriculum writing effective July 1 - August 31, 2021 at the contractual rate of \$30.00 per hour. (Attachment 5.02)

5.03 Motion to approve payment to the following staff members for 2021 summer work in accordance with their positions as Instructional Coaches at their contractual per diem rates not to exceed the maximum number of days:

STAFF NAME	POSITION	MAXIMUM SUMMER DAYS
Nicole Maraventano	Literacy Coach	5 days
Jodi Rehrig	Math Coach	5 days
Carey-Anne Hendershot	Math Coach	2 days

5.04 Motion to accept the Superintendent's recommendation to approve the attached Summer Enrichment programs, facilitators, and facilitator stipends for the self-sustaining 2021 Readington Township School District Summer Enrichment Program. (Attachment 5.04)

5.05 Motion to accept the Superintendent's recommendation to approve the following teachers as substitutes for the Readington Township School District Summer Enrichment Program at the specified summer contractual rate. In the event a substitute is needed, the stipend will be paid to the substitute in lieu of the facilitator as needed.

NAME	POSITION
Beth McGivney	Summer Enrichment Program Substitute
Shaina Mirsky	Summer Enrichment Program Substitute
Kathryn O'Connor	Summer Enrichment Program Substitute
Leslie Weintraub	Summer Enrichment Program Substitute

5.06 Motion to accept the following resignation:

NAME	POSITION	EFFECTIVE DATE
Jennifer Fisch	Bus Driver (Trans) 80-06-D6/anz Cafeteria Aide (RMS) 40-01-D3/akq	May 17, 2021

5.07 Motion to accept the following retirement with appreciation for her years of service:

NAME	POSITION	EFFECTIVE DATE
Alisa Swider	Teacher/3rd Grade (WHS) 20-04-D2/arf	July 1, 2021

5.08 Motion to ratify and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Anna Shinn	LTS Teacher/3rd Grade (TBS) 20-03-D2/aco	Substitute rate for the first 20 days, BA Step 1-2 (1) per diem rate thereafter (prorated)	May 11, 2021 - June 30, 2021

5.09 Motion to accept the following revised job descriptions:

- 5001 Coordinator of Information Technology
- 5025 Computer Technician
- 5027 Network Administrator
- 5028 Network/Database Support Technician
- 5029 Database/SIS Administrator (Attachment 5.09)

5.10 Motion to eliminate the following job description:

- 5026 Desktop Support Technician

F. COMMUNICATION

Committee Report - Mrs. Fiore provided minutes of the meeting held on May 3, 2021.

6. Motion to adopt 6.01

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

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

- Policy 2110 - District Mission Statement
- Policy 2132 - School District Goals and Objectives

VII. UNFINISHED BUSINESS

- Mrs. Simon highlighted tours for the Board to be held on May 20, 2021 and May 26, 2021.

VIII. NEW BUSINESS FROM BOARD

- Laura Simon noted everyone is registered for the NJSBA Convention in October 2021.
 - Mrs. Hample asked about providing feedback for topics to cover at NJSBA, for which Dr. Hart indicated NJSBA is currently seeking thoughts now.
 - Dr. Hart highlighted the call to present at NJSBA was sent out.
 - Mrs. Simon said contact Gwen Thorton, NJSBA Representative, if you have topics/ suggestions.

IX. OPEN TO THE PUBLIC

- None

X. EXECUTIVE SESSION - 8:10 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 a HIB and the Superintendent's evaluation for approximately 1 hour 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.

XI. RETURN TO PUBLIC SESSION - 10:12 p.m.

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

XII. ADJOURNMENT - 10:12 p.m.

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

Respectfully submitted,

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

**Laura Simon
 President, Board of Education**