

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 7:00 p.m.
December 12, 2023

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

Mrs. Hample 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 was taken.

Present: Mrs. Bettermann, Mrs. Fiore, Mr. Peach, Mrs. Podgorski, Mrs. Wolf, Dr. Cerciello, Mrs. Hample

Absent: Mrs. Mencer, Mrs. Ryan

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Dr. Hart introduced Mr. Charleston, Readington Middle School Principal, who highlighted the therapy dog program featuring Korra Bean, therapy dog, which is a program that has been in place at Readington Middle school for one year. Dr. Moss, Assistant Principal, and Ms. Goodfellow, School Counselor, shared goals and information on the achievements of the initiative. Readington Middle School students, Theresa Egbert and Tucker Lepinski, conveyed their experience with the therapy dog and how beneficial the program is. Restorative practices, support and other aspects were provided.
- Dr. Hart shared updates on the preschool expansion aid program that commences January 2, 2024, in a partnership with private providers Berry Patch Learning Center, Stanton Learning Center and Whitehouse Preparatory School. Approximately 95 general education preschool students ages 3 and 4 years old are participating in the program, which provides full-day instruction based on state-approved curriculum by a certificated teaching staff member. Further, and separately, all preschool programs for students with disabilities are transitioning to full-day instruction as well as part of the initiative. Dr. Hart thanked the board, private providers and staff for their hard work supporting the program.
- Dr. Hart recognized departing Board Member Ms. Bettermann and Board President Ms. Hample, highlighting their years of commitment and service to the community, serving on multiple committees and leadership roles to help better student lives and education.

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

- None

V. CORRESPONDENCE

- None

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.06

Motion: Mrs. Fiore

(Mr. Peach voted No to 1.05 only)

2nd: Mrs. Podgorski

Roll Call Vote: Carried 7 Yes

- 1.01 Motion to approve Enrollment and Drill Reports November 2023.
(Attachment 1.01)

- 1.02 RMS Quarterly Discipline Reports Quarter 1/September 7 - November 14, 2023
(Attachment 1.02)
- 1.03 School Safety System Submission - Report period: January - June 2023
(Attachment 1.03)
- 1.04 Motion to approve the updated ARP Safe Return Plan.
(Attachment 1.04)
- 1.05 Motion to accept the HIB report and affirm the Superintendent's decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
1	RMS	10/26/2023	Yes

- 1.06 Motion to accept the Superintendent's recommendation to approve the Quality Single Accountability Continuum (QSAC) self assessment for submission to the New Jersey Department of Education in accordance with N.J.A.C. 6A:30 and N.J.S.A. 18A:7A-10
(Attachment 1.06)

B. APPROVAL OF MINUTES

- | | | | |
|------|--|---------------------------------------|--------------------------------------|
| 2. | Motion to adopt 2.01 - 2.02
Motion: Mrs. Fiore | 2nd: Mrs. Podgorski | Roll Call Vote: Carried 7 Yes |
| 2.01 | Motion to approve the Meeting Minutes November 14, 2023. | | |
| 2.02 | Motion to approve the Executive Session Meeting Minutes November 14, 2023. | | |

C. FINANCE/FACILITIES

Committee Report: Dr. Cerciello provided minutes of the meeting held on December 7, 2023.

- | | | | |
|------|---|----------------------------|--------------------------------------|
| 3. | Motion to adopt 3.01 - 3.07
Motion: Mrs. Fiore | 2nd: Mrs. Podgorski | Roll Call Vote: Carried 7 Yes |
| 3.01 | Motion to approve the Bill List for the period from November 16, 2023 through December 13, 2023 for a total amount of \$2,454,485.94.
(Attachment 3.01) | | |
| 3.02 | Motion to approve District Travel Schedule December 12, 2023 for a total amount of \$6,453.37.
(Attachment 3.02) | | |
| 3.03 | Motion to ratify and approve Payroll and Agency for the month of November 2023 for a total amount of \$2,362,047.38.
(Attachment 3.03) | | |
| 3.04 | Motion to ratify and approve the following Account Transfers for November 1, 2023 through November 30, 2023.
(Attachment 3.04-3.04a) | | |
| 3.05 | Motion to ratify and approve the Student Activities Account for November 1, 2023 through November 30, 2023.
(Attachment 3.05) | | |
| 3.06 | Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS November 30, 2023 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of November 30, 2023 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. | | |

Pursuant to N.J.A.C. 6A:23A-16.10(c)3 and 4, we certify that as of November 30, 2023 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. 6A23A-16.10(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 November 30, 2023.

- 3.07 Motion to approve shared services agreement with HTSD Communications Consortium for \$6,500/9 days for the 2023-2024 school year.
(Attachment 3.07)

D. EDUCATION/TECHNOLOGY

Committee Report: Mrs. Fiore provided the minutes of the meeting held on November 28, 2023.

4. Motion to adopt 4.01 - 4.03
Motion: Mrs. Fiore **2nd: Mrs. Podgorski** **Roll Call Vote: Carried 7 Yes**
- 4.01 Motion to approve Creative Curriculum and Tools of The Mind Curriculum (at Whitehouse Prep only) as the NJ Department of Education approved curricula for preschool during the 2023-2024 school year.
- 4.02 Motion to adopt the following additional field trip for the 2023-2024 school year.

GROUP/GRADE	TRIP	LOCATION	COST TO PARENT
RMS/7 th	HCRHS	Flemington	- 0 -

- 4.03 Motion to approve the additional YMCA after school club to be paid for through the ESSER/ARP grant during the 2023-2024 school year:

CLUB
Think Tank Legos - Kindergarten

E. PERSONNEL

Committee Report: Mrs. Podgorski provided the minutes of the meeting held on December 8, 2023.

5. Motion to adopt 5.01 - 5.14
Motion: Mrs. Fiore **2nd: Mrs. Podgorski** **Roll Call Vote: Carried 7 Yes**
- 5.01 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teachers/Aides/Nurses/Bus Drivers paid at the applicable substitute rates, in the Readington Township District pending satisfactory completion of employment requirements for the 2023-2024 school year.

NAME	POSITION
James Roberts	Substitute Teacher/Aide
Anna Malin Lago	Substitute Aide
Kyle Budnick	Substitute Teacher/Aide
Aiden Harris	Substitute Aide
Lucas Bohmer	Substitute Teacher/Aide

5.02 Motion to ratify and accept the Superintendent's recommendation and accept the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Jennifer Mooney	Teacher/Preschool Relief (BOE) 20-04-D2/bci	\$75,525.00 MA+30 Step 11-12 (12) (prorated)	01/15/2024 - 06/30/2024
Katie DaQuisto	.4 Preschool Coach .4 Teacher/PIRS (BOE) 20-04-01/bcg 20-04-D2/bcl	\$54,264.00 MA Step 8 (prorated)	12/01/2023 - 06/30/2024

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Bonnie Farber	Aide/Preschool (WHS) 30-04-D3/bck	\$21.56/hr. Aide NC Step 12	01/02/2024 - 06/30/2024
Leigh-Ann Borella	Secretary/CST (BOE) 50-05-D4/amo	\$50,140.00 Secretary Step 11-12 (11) (prorated)	01/02/2024 - 06/30/2024
Maria Kurowski	Teacher/Preschool (WHS) 20-04-D2/bch	\$63,680.00 MA Step 1-2(1) (prorated)	12/15/2023 - 06/30/2024
Danielle Grasso	Aide/Special Education (TBS) 30-03-D3/aso	\$20.00/hr. Aide NC Step 7	01/02/2024 - 06/30/2024
Michele Adamitis	Clerical Aide (RMS) 50-01-D4/amw	\$20.53/hr. Clerical Step 18	01/02/2024 - 06/30/2024
Jennifer Peist	Clerical Aide (TBS) 40-03-D4/arb	\$20.53/hr. Clerical Step 18	01/02/2024 - 06/30/2024
Michael Deitrick	Maintenance Mechanic (BOE) 70-05-D5/aoo	\$64,500.00 Unaligned (prorated)	On or before 01/13/2024 - 06/30/2024

5.04 Motion to accept the Superintendent's recommendation and approve special skills stipend of \$1,000.00 for Danielle Grasso who will be assigned to provide extraordinary services as defined by the RTEA agreement set forth in an IEP for the 2023-2024 school year.

5.05 Motion to amend motion 5.03 from the October 17, 2023 agenda and approve Sheri Simonetti for 2 additional hours of facilitation of the 2023 Fall Teacher Academy.

- 5.06 Motion to amend motion 5.03 from the November 14, 2023 agenda and ratify and accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Matthew Mandracchia	LTS.55 Teacher/PE (WHS) .25 - 20-04-D2/azo (TBS) .30 - 20-03-D2/azp	Sub rate for the first 20 days, \$32,219.00 BA Step 3 per diem rate thereafter	11/21/2023 - 12/01/2023

- 5.07 Motion to amend motion 5.04 from the August 22, 2023 agenda and ratify and accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Emma Lieberman	LTS Speech and Language Specialist (RMS) 20-01-D2/akg	Sub rate for the first 20 consecutive days, \$63,680.00 MA Step 1 per diem rate thereafter	09/01/2023 - 06/30/2024

- 5.08 Motion to approve Coleen Ogden as Summer Enrichment Coordinator for the Summer of 2024 at a stipend of \$4,000.00.

- 5.09 Motion to ratify and approve a change in hours and salary for the following staff member due to change in route assignment for the 2023-2024 school year:

NAME	POSITION	FROM	TO	EFFECTIVE DATE
Melissa Flannery	Bus Driver	6.5 hrs./day \$38,530.38	6.75 hrs./day \$40,012.31	09/01/2023

- 5.10 Motion to approve Michelle Hodge as Wrestling Asst. Coach temporarily until Dave deVelder resumes the position for the 2023-2024 school year.

- 5.11 Motion to approve Bruno Somma as RMS Team Leader temporarily until Lora Petersen resumes the position for the 2023-2024 school year.

- 5.12 Motion to accept the Superintendent's recommendation and approve the following position control changes and designated transfers for the 2023-2024 school year:

POSITION	CHANGE	LOCATION
30-02-D3/aso 30-03-D3/aso	Transfer From: To:	HBS Aide/Special Education TBS Aide/Special Education
20-04-D2/bcf	New Position	WHS Teacher/Preschool
30-04D3/bcj	New Position	WHS Aide/Preschool
20-04-D2/bch	New Position	WHS Teacher/Preschool
30-04-D3/bck	New Position	WHS Aide/Preschool
20-04-01/bcg	New Position	BOE Preschool Instructional Coach
20-04-D2/bci	New Position	Teacher/Preschool Relief

20-04-D2/bcl	New Position	Preschool Intervention and Referral Specialist/PIRS
--------------	--------------	---

5.13 Motion to approve the following resignations:

NAME	POSITION	EFFECTIVE DATE
Thomas Duda	Maintenance Mechanic (BOE) 70-05-D5/aoo	12/29/2023
Matthew Mandracchia	LTS.55 Teacher/PE (WHS) .25 - 20-04-D2/azo (TBS) .30 - 20-03-D2/azp	12/01/2023

5.14 Motion to approve the following job description:
(Attachment 5.14)

- Green Coordinator

F. COMMUNICATION

Committee Report: Ms. Wolf provided the minutes of the meeting held on November 27, 2023

6. Motion to adopt 6.01 - 6.04

Motion: Mrs. Fiore

2nd: Mrs. Wolf

Roll Call Vote: Carried 7 Yes

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

- Policy 5112 - Entrance Age
- Policy 5112.1 - Preschool Program

6.02 Motion to accept the Superintendent's recommendation and approve the following policies for first reading:
(Attachment 6.02)

- Policy 2270 - Religion in the Schools
- Policy 3161 - Examination for Cause
- Policy 4161 - Examination for Cause
- Policy 8500 - Food Services

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

- Policy 8540 - School Nutrition Programs
- Policy 8550 - Meal Charges/Outstanding Food Service Bill

6.04 Motion to accept the Superintendent's recommendation and approve the revised school hours to include preschool for the 2023-2024 school year.
(Attachment 6.04)

VII. UNFINISHED BUSINESS

- None

VIII. NEW BUSINESS FROM BOARD

- Mrs. Hample congratulated Mrs. Fiore for achieving the NJSBA Certified Board Member recognition!
- Mrs. Hample congratulated Mrs. Wolf for achieving the NJSBA New Board Member Boardmanship Certification.
- Mrs. Bettermann provided minutes of the Green Committee meeting held on November 30, 2023.
- Mrs. Fiore added the experience of the Taiwan Delegation at the district and potential long-term partnership opportunities, and recognition.

IX. OPEN TO THE PUBLIC

- A member of the public congratulated the board and district on the therapy dog program, and thanked Mrs. Fiore and Mrs. Wolf on NJSBA certification. She thanked Mrs. Bettermann and Mrs. Hample for their service over the years. She mentioned she was looking forward to continued work with the Green Committee long-term, and thanked the Board for their service as well as the administration.

X. ADJOURNMENT – 8:25 p.m.

Motion: Mrs. Fiore

2nd: Mrs. Podgorski

Roll Call Vote: Carried 7 Yes

Respectfully submitted,

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

President, Board of Education