

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

Holland Brook School  
Regular Meeting 7:00 p.m.  
November 12, 2024

## **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**

Dr. Cerciello called the meeting to order at 7:00 p.m. and announce 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. DePinto, Mrs. Fiore, Mr. Lopes, Mrs. Mencer, Mr. Peach, Mrs. Podgorski, Mrs. Ryan, Mrs. Wolf, Dr. Cerciello

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

**Absent:** None

### **II. FLAG SALUTE**

### **III. EXECUTIVE SESSION - 7:02 p.m.**

**Motion:** Mrs. Fiore

**2nd** Mrs. Podgorski

**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 student matter for approximately 30 minutes 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.

### **IV. RETURN TO PUBLIC SESSION - 8:35 p.m.**

**Motion:** Mrs. Fiore

**2<sup>nd</sup>:** Mrs. Wolf

**Roll Call Vote:** Carried 9 Yes

### **V. SUPERINTENDENT'S REPORT**

Mr. Charleston, RMS Principal, and Jennifer Mooney, RMS Assistant Principal, shared the amazing news the middle school is being honored as the Association for Middle Level Education (AMLE) School of Distinction Award at a national level. This tremendous achievement is based on a proposal, an interview and site visits to determine the commitment to the middle grades best practices and strategic vision setting to help foster ongoing growth and success. A celebration occurred recently at a pep rally at the middle school, culminating with staff and administration attending a conference to receive the accolations and award. They were the first school in New Jersey to ever receive this award nation-wide.

### **VI. OPEN TO THE PUBLIC (LIMITED TO ACTION ITEMS ON THE AGENDA)**

- None

### **VII. CORRESPONDENCE**

- Email J.B. - Cell Phone Policy
- Email RTEA - Thank you

### **VIII. BOARD ACTION**

## A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.02  
**Motion: Mrs. Fiore**                      **2<sup>nd</sup>: Mrs. Podgorski**                      **Roll Call Vote: Carried 9 Yes**

- 1.01 Motion to approve the Enrollment and Drill Reports October 2024.  
(Attachment 1.01)

- 1.02 Motion to approve the following resolution:

**WHEREAS**, upon the recommendation of the Superintendent of Schools, the Readington Township Board of Education conducted a long term suspension hearing for student, whose name is on file, on November 12, 2024, and

**WHEREAS**, the hearing was conducted in accordance with the NJ Administrative Code and Regulations, Board Policy and the Student Handbook, and

**NOW THEREFORE BE IT RESOLVED**, the Board hereby suspends student, whose name is on file, for the balance of the 2024-2025 school year; and

**BE IT FURTHER RESOLVED**, that at each subsequent regular Board meeting, the Board shall review in executive session the matter in consultation with the superintendent of Schools, for the purpose of determining the status of student's, whose name is on file, suspension, the appropriateness of the students current educational program; and whether the suspended student's current placement, pursuant to NJ Administrative code and regulations, should continue or whether the student should return to the general education program.

## B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02  
**Motion: Mrs. Fiore**                      **2<sup>nd</sup>: Mrs. Podgorski**                      **Roll Call Vote: Carried 9 Yes**

- 2.01 Motion to approve the Meeting Minutes October 15, 2024.

- 2.02 Motion to approve the Executive Meeting Minutes October 15, 2024.

## C. FINANCE/FACILITIES

**Committee Report:** Ms. Mencer provided minutes of the meeting held on October 18, 2024.

3. Motion to adopt 3.01 - 3.12  
**Motion: Mrs. Fiore**                      **2<sup>nd</sup>: Mrs. Podgorski**                      **Roll Call Vote: Carried 9 Yes**  
(Mrs. DePinto abstained from check# 064644 from motion 3.01 only)

- 3.01 Motion to approve the **Bill List** for the period from **October 17, 2024 through November 13, 2024** for a total amount of **\$2,314,840.92**.  
(Attachment 3.01)

- 3.02 Motion to approve **Travel Expenditures November 12, 2024** in the amount of **\$1,045.00**.  
(Attachment 3.02)

- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **October 2024** for a total amount of **\$2,385,029.25**.  
(Attachment 3.03)

- 3.04 Motion to ratify and approve the following **Account Transfers for October 1, 2024 through October 31, 2024**.  
(Attachment 3.04-3.04a)

- 3.05 Motion to ratify and approve the **Student Activities Account for October 1, 2024 through October 31, 2024**.  
(Attachment 3.05)

- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS October 31, 2024 pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of October 31, 2024 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.

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Jason M. Bohm, Board Secretary

Pursuant to N.J.A.C. 6A:23A-16.10(c)3 and 4, we certify that as of October 31, 2024 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 October 31, 2024.  
(Attachment 3.06-3.06a)

- 3.07 Motion to approve a parental transportation contract not to exceed the amount of \$22,400.00 pending approval of the Executive County Superintendent for student #587836 for the 2024-2025 school year.
- 3.08 Motion to approve the Preschool Facilities Waiver for 2025-2026 per attachment.  
(Attachment 3.08)
- 3.09 Motion to submit an amendment to the following 2024-2025 school year grant applications and acceptance of funds:
- ESSA carry over from 2023-2024:  
Title III: \$1,689.00
- 3.10 Motion to approve a Memorandum of Understanding Agreement for Reunification for the 2024-2025 school year.  
(Attachment 3.10)
- 3.11 Motion to approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2024-2025 school year.  
(Attachment 3.11)
- 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 is attached.  
(Attachment 3.12)

#### **D. EDUCATION/TECHNOLOGY**

**Committee Report:** None

4. Motion to adopt 4.01 - 4.11  
**Motion:** Mrs. Fiore                      **2<sup>nd</sup>:** Mrs. Podgorski                      **Roll Call Vote:** Carried 9 Yes
- 4.01 Motion to adopt the following fundraisers for the 2024-2025 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Holland Brook School	Turkey Trot	HBS Student Activity Account
Readington Middle School	Barnes & Noble Book Fair	RMS Library Media Center
Readington Middle School	Showcase of Music	FPAC
Whitehouse School	WozFit for a Gaga Pit	WHS Student Activity Account

4.02 Motion to approve the following additional HSA fundraisers for the 2024-2025 school year:

DATE	SCHOOL	FUNDRAISER	DETAILS
January 2025	All	3D Printing Session	In-person
January/February 2025	All	Blankets	Online/in-person

4.03 Motion to adopt the following additional field trips for the 2024-2025 school year:

SCHOOL/GROUP/ GRADE	TRIP	LOCATION	APPROXIMATE COST TO PARENT
HBS/Grade 5	High Notes Elementary Festival – Dorney Park	Allentown PA	\$107.00
RMS/Grade 7	Mr. Cactus	Branchburg	\$3.00

4.04 Motion to approve the 2024-2025 Nursing Service Plan.  
(Attachment 4.04)

4.05 Motion to approve the 2025-2026 Three-Year Preschool Program Plan and Annual Update.  
(Attachment 4.05)

4.06 Motion to approve the Preschool Enrollment Projection for the 2025-2026 school year.  
(Attachment 4.06)

4.07 Motion to approve the resolution of support from Readington Township Board of Education Authorizing the Sustainable Jersey for Schools Small Grant Application in the amount of \$2,000.00:

**WHEREAS**, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and

**WHEREAS**, The Readington Township Board of Education seeks to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.

**WHEREAS**, Readington Township Board of Education is participating in the Sustainable Jersey for Schools Program; and

**WHEREAS**, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey for Schools Small Grants Program;

**THEREFORE**, the Readington Township Board of Education has determined that Readington School District should apply for the aforementioned grant program, The Grant will help develop a traffic garden at Three Bridges School that is a miniaturized version of a real-life traffic environment designed for children to learn about traffic rules and road safety in a fun and interactive way;

**THEREFORE, BE IT RESOLVED**, the Readington Township Board of Education, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey for Schools Grant for \$2,000.00.

4.08 Motion to approve and ratify the Out of District contract for student S-103 to attend Midland School, at a tuition rate of \$68,810.40 for the 2024-2025 school year.

- 4.09 Motion to approve Cross County Clinical & Educational Services, Inc. to provide bilingual evaluations, social history, psychological, educational, speech and language, for a fee of \$980.00 per evaluation. Translator/interpreter services shall be billed at \$100.00-250.00 per hour.
- 4.10 Motion to approve Rajeswari Muthuswamy, MD, Center for Behavioral Health MD PA, to provide neuropsychiatric evaluation or neurodevelopmental evaluation for \$575.00 and \$675.00 respectively.
- 4.11 Motion to ratify and approve First Children Services, to provide home instruction for student ID#236029, at a rate of \$70 per hour, \$10 per day travel, for 5 hours per week, from October 23, 2024 through November 14, 2024.

## E. PERSONNEL

**Committee Report:** Mrs. Wolf provided minutes of the meeting held on October 30, 2024.

5. Motion to adopt 5.01 - 5.14  
**Motion: Mrs. Wolf**                      **2<sup>nd</sup>: Mrs. Podgorski**                      **Roll Call Vote: Carried 9 Yes**
- 5.01 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teacher/Aide/Nurse/Bus Driver for the 2024-2025 school year, paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

NAME	POSITION
Amanda Sopko	Substitute Teacher/Aide
Stefanie Parmese	Substitute Teacher/Aide
Lorelei Scotto	Substitute Teacher/Aide
Michelle Amoia	Substitute Teacher/Aide
Craig Erkkila	Substitute Teacher/Aide
Kristen Priolo	Substitute Teacher/Aide
Matthew Gilmurray	Substitute Teacher/Aide
Michele Soriano	Substitute Teacher/Aide
Todd Helriegel	Substitute Teacher/Aide
Josephine Serafyn	Substitute Teacher/Aide
Sheren Rshwan	Substitute Aide
Raychel Naccarato	Substitute Teacher/Aide
Sherry Colliar	Substitute Teacher/Aide
Kristin McHale	Substitute Teacher/Aide/Secretary
Sonika Jain	Substitute Teacher/Aide
Heather Boyce	Substitute Aide/Secretary

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Katazyna Pinto	Aide/Special Education/	\$23.12/hr. Aide NC	10/28/2024 - 06/30/2025

	Preschool (WHS) New Position	Step 15	
John Ryniewicz	Cafeteria Aide (HBS) 40-02-D3/bad	\$4,633.60 Cafe Aide Step 1	09/05/2024 - 06/30/2025
Aidan Harris	Bus Aide/Preschool (TBS) New Position	\$25.00/hr.	10/16/2024 - 06/30/2025
Kimberly Pfauth	Bus Aide/Preschool (TBS) New Position	\$25.00/hr.	10/16/2024 - 06/30/2025
Keri Morabito	Bus Aide/Preschool (WHS) New Position	\$25.00/hr.	10/16/2024 - 06/30/2025
Fei Gao	Bus Aide/Preschool (GPA) New Position	\$25.00/hr.	10/16/2024 - 06/30/2025
Mei Liu	Bus Aide/Preschool (WHP) New Position	\$25.00/hr.	10/16/2024 - 06/30/2025

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Miguelina Rodriguez	Bus Driver (Transp) 80-06-D6/anw	\$28.75/hr. Bus Driver Step 8	11/13/2024 - 06/30/2025
Robert Mikita	Bus Driver (Transp) 80-06-D6/bac	\$31.75/hr. Bus Driver Step 11	11/13/2024 - 06/30/2025
Maureen Carroll	Bus Aide/Preschool (WHP) New Position	\$25.00/hr.	11/13/2024 - 06/30/2025
Krista Pachuta	LTS Teacher/Special Education (RMS) 20-01-D2/ais	\$65,460.00 MA Step 4 (prorated)	12/13/2024 - 06/30/2025
Christina Lilly	LTS Teacher/LA (RMS) 20-01-D2/afc	Sub rate for the first 20 days, \$64,460.00 MA Step 1 per diem rate thereafter (prorated)	12/02/22024 - 06/30/2025

5.04 **WHEREAS**, an employee whose name is on file in the Superintendent's Office has been employed by the Readington Township Board of Education as a bus driver; and

**WHEREAS**, this individual's employment contract specifies that his employment may be terminated upon fifteen (15) days notice from October 28, 2024; and

**WHEREAS**, the Superintendent believes that it is no longer in the Board's best interest to continue to employ the bus driver referenced above;

**NOW THEREFORE, BE IT RESOLVED**, that, based on the Superintendent's recommendation, the board hereby terminates the employment of this employee in accordance with the fifteen (15) day notice provision specified in his employment contract; and

**BE IT FURTHER RESOLVED**, that the bus driver shall not be required to continue to perform his duties during the period between the giving of notice and the date of termination of employment thereunder; and

**BE IT FURTHER RESOLVED**, that the Board Secretary/Business Administrator shall provide the employee with notice of the Board's action as set forth in this Resolution forthwith.

5.05 Motion to amend motion 5.10 from the September 10, 2024, agenda as follows:

ADVISOR	CLUB	STIPEND
From: Jennifer Heller To: Erica Applegate	Student Council	\$1,755.00 (prorated)

5.06 Motion to amend motion 5.12 from the July 23, 2024 agenda as follows:

STAFF MEMBER	STIPEND POSITION
From: David deVelder To: Adam Lillia	Assistant Wrestling Coach

5.07 Motion to approve the following mentor for the 2024-2025 school year:

STAFF MEMBER	SCHOOL	POSITION	MENTOR
Alexander Bors	Three Bridges School	PE/Health Teacher	Tiffany Barca

5.08 Motion to approve Colleen Ogden as Summer Enrichment Coordinator for the Summer of 2025 at a stipend of \$4,000.00.

5.09 Motion to approve and ratify Helena Coelho as an afternoon bus aide for student S-093 not to exceed 5 hours per week.

5.10 Motion to ratify and approve Jennifer Rourke to provide mutli-sensory reading instruction for student, S-280, for 30 minutes a week, from October 28, 2024 through December 23, 2024, at the contractual rate.

5.11 Motion to ratify and approve Nancy Hill, as a chaperone for the gaming club and art club, for student #141028 and student #214630 from October through June, not to exceed 10 hours at the contractual rate.

5.12 Motion to ratify and accept the Superintendent's recommendation and approve special skills stipend of \$1,000.00 for Jeanne Dombrowski who is assigned to self-contained autism or BD programs, or who provide extraordinary services as defined by the RTEA agreement set forth in an IEP for the 2024-2025 school year.

5.13 Motion to accept the Superintendent's recommendation and approve Jessica Richter as club advisor for the Audio Technician of the Spring Musical Club for the 2024-2025 school year at the contractual rate.

5.14 Motion to accept the Superintendent's recommendation and approve the following resignation:

NAME	POSITION	EFFECTIVE DATE
Phoebe Stedman	LTS Teacher/Special Education (RMS) 20-01-D2/ahs 20-01-D2/ais	January 3, 2024

## F. COMMUNICATION

**Committee Report:** Mr. Peach provided minutes of the meeting held on October 29, 2024.

6. Motion to adopt 6.01 - 6.02  
**Motion: Mrs. Fiore**      **2<sup>nd</sup>: Mrs. Podgorski**      **Roll Call Vote: Carried 9 Yes**  
(Mr. Peach voted No to 6.02 only)
- 6.01 Motion to accept the Superintendent's recommendation and adopt the following policies for second reading: (Attachment 6.01)
- Policy 3160 – Physical Examination
  - Policy 4160 – Physical Examination
  - Policy 5337 – Service Animals
  - Policy 8420 – Emergency and Crisis Situations
- 6.02 Motion to accept the Superintendent's recommendation and adopt the following policy for first reading: (Attachment 6.02)
- Policy 5350 – Student Suicide Prevention

## IX. UNFINISHED BUSINESS

### X. NEW BUSINESS FROM BOARD

- The public session regarding the referendum will be at Holland Brook School on December 3, 2024 at 6:30 p.m.
- At the December 10, 2024 Board of Education meeting Tony Solimine, Bond Attorney, shall present to Board.
- NJSBA Workshop
  - Mrs. Ryan sent an email with recommendations about student, staff and community involvement
  - Mrs. Fiore sent email to Dr. Hart and Mr. Bohm on administrative recommendations from sessions
- The NJSBA Hunterdon County Meeting is on December 4, 2024 at JP Case. The topic is curriculum alignment and professional development, where Dr. Hart is presenting.

### XI. OPEN TO THE PUBLIC

- None

### XII. EXECUTIVE SESSION - 9:18 p.m.

**Motion: Mrs. Fiore**      **2<sup>nd</sup>: Mrs. Podgorski**      **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 HIBs and legal matters for approximately 60 minutes 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.

### XIII. RETURN TO PUBLIC SESSION – 10:46 p.m.

**Motion: Mrs. Fiore**      **2<sup>nd</sup>: Mrs. Podgorski**      **Roll Call Vote: Carried 9 Yes**

### XIV. ADJOURNMENT – 10:47 p.m.

**Motion: Mrs. Fiore**      **2<sup>nd</sup>: Mrs. Podgorski**      **Roll Call Vote: Carried 9 Yes**



**Respectfully submitted,**

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

**Dr. Camille Cerciello  
President, Board of Education**