

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 7:00 p.m.
January 23, 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 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. DePinto, Mrs. Fiore, Mrs. Podgorski, Mrs. Ryan, Mrs. Wolf, Dr. Cerciello

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

Absent: Mrs. Mencer, Mrs. Napoli, Mr. Peach

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Dr. Hart provided the board and public an update on housing developments in the township boundaries, and the impact on district enrollment.
- Dr. Hart and Ms. Beegle shared information on the free preschool program launched on January 2, 2024 through increased state aid. The district partnered with 3 private providers including Berry Patch Learning Center, Stanton Learning Center, and Whitehouse Preparatory School along with our existing district elementary buildings Whitehouse School and Three Bridges School to offer a free preschool program for 3 and 4 year old children residing within the township boundaries based on a lottery system for open available spaces. Transportation and food service are part of the program. The staff and community came together to make the program a great success, and they thanked the board for supporting such a massive endeavor to improve the education and lives of children in the district.
- Dr. Hart walked the board through a draft 2024-2025 school calendar for their thoughts and modifications before it shall appear on a board agenda for public vote. Coordination with the RTEA and Hunterdon Central Regional High School are ongoing for consistency to degree feasible.

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

- A Resident asked questions regarding the preschool program which were answered by Dr. Hart and Mrs. Beegle.

V. CORRESPONDENCE

- None

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01
Motion: Mrs. Fiore

2nd: Mrs. Podgorski

Roll Call Vote: Carried 6 Yes

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

B. APPROVAL OF MINUTES

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| 2. | Motion to adopt 2.01
Motion: Mrs. Wolf | 2nd Mrs. Podgorski | Roll Call Vote: Carried 6 Yes |
| 2.01 | Motion to approve the Meeting Minutes January 2, 2024. | | |

C. FINANCE/FACILITIES

Committee Report: Mrs. Ryan provided minutes of the meeting held on January 17, 2024.

- | | Motion to adopt 3.01 - 3.11 | 2 nd : Mrs. Podgorski | Roll Call Vote: Carried 6 Yes |
|------|---|----------------------------------|-------------------------------|
| 3.01 | Motion to approve the Bill List for the period from December 14, 2023 through January 24, 2024 for a total amount of \$5,982,209.81.
(Attachment 3.01) | | |
| 3.02 | Motion to approve District Travel Schedule January 23, 2024 for a total amount of \$4,366.03.
(Attachment 3.02) | | |
| 3.03 | Motion to ratify and approve Payroll and Agency for the month of December 2023 for a total amount of \$2,418,105.10.
(Attachment 3.03) | | |
| 3.04 | Motion to ratify and approve the following Account Transfers for December 1, 2023 through December 31, 2023.
(Attachment 3.04-3.04a) | | |
| 3.05 | Motion to ratify and approve the Student Activities Account for December 1, 2023 through December 31, 2023.
(Attachment 3.05) | | |
| 3.06 | Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS December 31, 2024 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of December 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. | | |

Jason M. Bohm, Board Secretary

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

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| 3.07 | Motion to accept a donation from Marie Steen for \$1,000.00 to be used for the WHS Library and/or Garden. |
| 3.08 | Motion to approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2023-2024 school year.
(Attachment 3.08) |
| 3.09 | <p>Motion to approve a Professional Services Contract with Settembrino Architects for the following project and fees:</p> <p>District-wide Solar Power Purchase Agreement request for Proposal Preparation \$29,500.00
 Owner's Representative Services \$4,000.00 per month per site plus reimbursable expenses, not to exceed 4 months or \$64,000.00
 Ancillary fees/reimbursables (not to exceed) \$1,500.00</p> |

WHEREAS, it was necessary to incur costs for professional architectural services during the current year in preparation for construction in the summer of 2024; and

NOW THEREFORE BE IT RESOLVED, that the Readington Township Board of Education approves the withdrawal of the above amounts from capital reserve effective immediately. The cost shall be reimbursed by the winning vendor.
(Attachment 3.09)

- 3.10 **WHEREAS**, the Readington Township Board of Education ("Board") advertised for bids for Refuse Disposal and Recycling Collection Services ("Services"); and

WHEREAS, on January 10, 2024, the Board received one (1) bid from Republic Services of New Jersey, LLC ("Republic Services") for Schedule A in a total contract amount of \$241,299.00, representing a price of \$72,900.00 for the period covering July 1, 2024 through June 30, 2025, \$80,190.00 for the period covering July 1, 2025 through June 30, 2026; and \$88,209.00 for the period covering July 1, 2026 through June 30, 2027; and

WHEREAS, the bid submitted by Republic Services is responsive in all material respects and the Board is desirous of awarding the contract for the Services to Republic Services.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Services to Republic Services, in a total contract amount of \$241,299.00, representing a price of \$72,900.00 for the period covering July 1, 2024 through June 30, 2025, \$80,190.00 for the period covering July 1, 2025 through June 30, 2026 and \$88,290.00 for the period covering July 1, 2026 through June 30, 2027.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and performance bond as required in the specifications, together with an executed agreement, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that 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 3.10)

- 3.11 Motion to approve the following Resolution:

WHEREAS, the Readington Township Board of Education is in receipt of the Annual Comprehensive Financial Report FY 2022-2023 (ACFR) and the Auditor's Management Report as prepared and submitted by Bedard, Kurowicki & Co., CPA and

WHEREAS, the Board of Education is required to accept the report and approve no corrective action plans recommendations from the auditing firm,

NOW, THEREFORE, BE IT RESOLVED that the Readington Township Board of Education accepts and files with the Department of Education the Annual Comprehensive Financial Report and Management Report on Administrative Compliance and Performance for the Fiscal Year Ended June 30, 2023.
(Attachment 3.11-3.11a)

D. EDUCATION/TECHNOLOGY

Committee Report: None

4. Motion to adopt 4.01 - 4.04

Motion: Mrs. Fiore

2nd: Mrs. Podgorski

Roll Call Vote: Carried 6 Yes

- 4.01 Motion to adopt the following fundraiser for the 2023-2024 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Three Bridges School	Student Voice School Store	TBS Student Activity Fund

4.02 Motion to adopt an additional HSA fundraiser for the 2023-2024 school year:

DATE	SCHOOL	FUNDRAISER	DETAILS
February 23, 2024	RMS	Spring Event	In person

4.03 Motions to approve the Special Education Extended School Year LLD, Autism, Behavioral Disabilities, Extended Day Preschool and Life Skills classes to occur Monday through Thursday from 9:00 a.m. - 1:00 p.m., July 1, 2024 through August 1, 2024.

4.04 Motion to approve the Special Education Extended School Year Preschool Disabilities and Literacy Program to occur Monday through Thursday from 9:00 a.m. - 11:00 a.m. from July 1, 2024 through July 25, 2024.

E. PERSONNEL

Committee Report: Mrs. Wolf provided minutes of the meeting held on January 12, 2024.

5. Motion to adopt 5.01 - 5.17

Motion: Mrs. Wolf

2nd: Mrs. Fiore

Roll Call Vote: Carried 6 Yes

5.01 Motion to approve the following staff members to facilitate the Science Fair at the contractual rate:

NAME	SCHOOL	HOURS
Jill Nabozny	Three Bridges School	4 hours total
Leslie Martinez	Whitehouse School	4 hours total

5.02 Motion to approve a Shared Services Agreement between South Hunterdon Regional Board of Education and the Readington Township Board of Education for mentoring services.
(Attachment 5.02)

5.03 Motion to amend motion 5.02 from the October 17, 2023 agenda and ratify and accept the Superintendent's recommendation and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Janet Schierloh Howard	Teacher/Enrichment (RMS) 20-01-D2/abb	Sub rate for the first 20 days, \$77,155.00 MA Step 15 per diem rate thereafter	11/01/2023 - 01/02/2024

5.04 Motion to ratify and accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Alexander Bors	LTS .55 Teacher/PE/Health/PE LTS .45 Aide/Special Ed (WHS & TBS)	Sub rate for the first 20 days, \$31,944.00 BA Step 1 and \$20.93/hr. Aide C per diem rate thereafter	01/02/2024 - 04/19/2024

5.05 Motion to accept the Superintendent's recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Cadence Ottenstroer	Aide/Special Education (RMS) 30-01-D3/ayq	\$18.93/hr. Aide NC Step 1	01/29/2024 - 06/30/2024
Natalie Placencia	.75 Preschool Relief Teacher (BOE) New Position .25 Preschool Community Parent Involvement Specialist (BOE) New Position	\$77,155.00 MA Step 15 (prorated)	On or before 02/26/2024 - 06/30/2024

5.06 Motion to approve the following resignation:

NAME	POSITION	EFFECTIVE DATE
Jessica Gass	Aide/Special Education (TBS) 30-03-D3/awq	01/08/2024

5.07 Motion to accept the Superintendent's recommendation and approve the following retirement with appreciation for her years of service:

NAME	POSITION	EFFECTIVE DATE
Kelly Patterson	Teacher/Grade 4 (HBS) 80-02-D2/acb	06/30/2024

5.08 Motion to accept the Superintendent's recommendation to approve all math teachers for Math Tutoring Instruction for the 2023-2024 school year at their contractual rate not to exceed \$7,000.00 total. This program is funded through the ESSER/ARP Grant.

5.09 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teachers/Aide/Nurses/Bus Drivers paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

NAME	POSITION
Natacha Gandarez	Substitute Teacher/Aide
Alexandra Magliaro	Substitute Teacher/Aide
Donna Muglia	Substitute Teacher/Aide
Emerly Illescas	Substitute Aide/Clerical

- 5.10 Motion to approve the Superintendent's recommendation for the following coaching assignment at the Readington Middle School for the 2023-2024 school year at the contractual rate:

STIPEND POSITION	STAFF MEMBER
Boys Assistant Lacrosse Coach	Christine Crielly

- 5.11 Motion to extend Marianne Shultz, as a bus aide for Student S-093, until June 20, 2024 not to exceed 9 hours per week at the contractual rate.
- 5.12 Motion to extend Anne Rieche, as a bus aide for Student S-185, until June 20, 2024, not to exceed 10 hours per week, at the contractual rate.
- 5.13 Motion to extend Marcella Vasques, as a bus aide for Student S-049, until June 20, 2024, not to exceed 10 hours per week, at the contractual rate.
- 5.14 Motion to accept the Superintendent's recommendation and approve the following job descriptions:
(Attachment 5.14)
 - Preschool Coordinator
 - Preschool Family Parent Involvement Specialist
- 5.15 Motion to amend motion 5.10 from the December, 12, 2023 agenda to approve Michelle Hodge as Wrestling Asst. Coach temporarily until Dave deVelder resumes the position for the 2023-2024 school year as follows:

NAME	STIPEND
Michelle Hodge	\$1,672.00 (4 weeks)
David deVelder	\$2,128.00 (5 weeks)
Total	\$3,800.00

- 5.16 Motion to approve the following mentor for the 2023-2024 school year:

NEW STAFF MEMBER	SCHOOL	POSITION	MENTOR
Maria Kurowski	WHS	Preschool Teacher	Kristy Pieloch

- 5.17 Motion to amend motion 5.04 on the July 18, 2023 agenda and change the following coaching assignment:

COACHING ASSIGNMENT	ORIGINALLY	CHANGE TO
Boys Baseball A Coach	David deVelder	Paul Yunos
Boys Baseball B Coach	Paul Yunos	Open Position

F. COMMUNICATION

Committee Report: Mrs. DePinto provided minutes of the meeting held on January 16, 2024.

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| 6. | Motion to adopt 6.01 - 6.03 | | |
| | Motion: Mrs. Fiore | 2nd: Mrs. Wolf | Roll Call Vote: Carried 6 Yes |
| 6.01 | Motion to accept the Superintendent's recommendation and approve the following policies for second reading:
(Attachment 6.01) | | |
| | <ul style="list-style-type: none"> • Policy 2270 - Religion in the Schools • Policy 3161 - Examination for Cause | | |

- Policy 4161 - Examination for Cause
- Policy 8500 - Food Services

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

- Policy 5111 - Eligibility of Resident/Nonresident Students
- Policy 5116 - Education of Homeless Children and Youths

6.03 Motion to approve the revised 2023-2024 district calendar. (Attachment 6.03)

VII. UNFINISHED BUSINESS

- None

VIII. NEW BUSINESS FROM BOARD

- Dr. Cerciello highlighted board best practices and protocols in conformity with Roberts Rules of Order, NJSBA guidance, and district bylaws and policies. A Board Member Handbook was shared with a primary focus on the best interests of students and following strong processes for good work by the board.
- The board discussed a self-evaluation, and shall revisit the topic at the February 13, 2024 board meeting.

IX. OPEN TO THE PUBLIC

- None

X. EXECUTIVE SESSION - 8:07 p.m.

Motion: Mrs. Fiore

2nd: Mrs. Podgorski

Roll Call Vote: Carried 6 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 (mid-year update) for approximately 60 minutes at which time the Board expects to return to Public Session where action will 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 - 9:09 p.m.

Motion: Mrs. Fiore

2nd: Mrs. Wolf

Roll Call Vote: Carried 6 Yes

XII. ADJOURNMENT - 9:10 p.m.

Motion: Mrs. Fiore

2nd: Mrs. Wolf

Roll Call Vote: Carried 6 Yes

Respectfully submitted,

Mr. Jason M. Bohm
Business Administrator/Board Secretary

Dr. Camille Cerciello
President, Board of Education