

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

Holland Brook School  
Regular Meeting 5:00 p.m.  
August 20, 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 call the meeting to order at 5:00 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, Mr. Lopes, Mrs. Mencer, Mrs. Podgorski, Mrs. Ryan, Dr. Cerciello

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

**Absent:** Mr. Peach, Mrs. Wolf

### **II. FLAG SALUTE**

### **III. SUPERINTENDENT'S REPORT**

- Dr. Hart, Superintendent, and Mr. Bohm, Business Administrator, presented an overview of capital projects undertaken around the district over the summer of 2024, including those that shall remain unfinished into the fall and plan to not disrupt student learning.
- Dr. Hart shared a communications plan working in a collaborative partnership with Haddon Township School District. The purpose is to evaluate, enhance, and refine communication methods and practices. Results of surveys from stakeholders and focus groups were provided, along with goals to improve district communication moving forward and current strengths to keep in place. Goals include the following: 1). Increase awareness of school district activities and initiatives with all stakeholder groups, 2). Utilize communication methods to ensure clear, consistent, and accessible communication across all channels, and 3). Continue to build and maintain positive, inclusive, and supportive school culture. Partnering with the Township and other local groups was recommended if available.
- Mr. Tumolo, Supervisor, highlighted the HIB Self Assessment report, a mechanism mandated by the State of New Jersey to analyze 8 core elements on how the district is performing with HIB investigations and programming in that area. Scores are self-assessed and reported to the State of New Jersey. Best practices are developed to ensure continued success and a strong environment for staff and student well-being.

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

- None

### **V. CORRESPONDENCE**

- Email F.R. - TBS Placement

### **VI. BOARD ACTION**

#### **A. APPROVAL OF ADMINISTRATIVE REPORTS**

1. Motion to adopt 1.01  
**Motion : Mrs. Fiore**

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

**Roll Call Vote: Carried 7 Yes**

1.01 Motion to accept the HIB reports and affirm the Superintendent's decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
9	HBS	06/06/2024	No
10	HBS	06/05/2024	Yes
11	RMS	06/13/2024	Yes

## B. APPROVAL OF MINUTES

- |      |  |
|------|--|
| 2.   | Motion to adopt 2.01 - 2.02<br><b>Motion: Mrs. Fiore</b> <b>2<sup>nd</sup>: Mrs. Podgorski</b> <b>Roll Call Vote: Carried 6 Yes</b><br>(Mrs. Ryan abstained 2.01 - 2.02) |
| 2.01 | Motion to approve the Meeting Minutes July 23, 2024.   |
| 2.02 | Motion to approve the Executive Session Minutes July 23, 2024.   |

## C. FINANCE/FACILITIES

**Committee Report:** None

3. Motion to adopt 3.01 - 3.05  
**Motion:** Mrs. Fiore                      **2<sup>nd</sup>:** Mrs. Podgorski                      **Roll Call Vote:** Carried 7 Yes

3.01 Motion to approve the **Bill List** for the period from **July 25, 2024 through August 21, 2024** for a total amount of **\$2,393,508.66.**  
(Attachment 3.01)

3.02 Motion to approve **Travel Expenditures August 20, 2024** In the amount of **\$5,196.52.**

3.03 Motion to approve the 2024-2025 bus routes.  
(Attachment 3.03)

3.04 Motion to approve shared services agreement with HTSD Communications Consortium for \$12,000.00 for the 2024-2025 school year.  
(Attachment 3.04)

3.05 Motion to approve the following resolution:

**WHEREAS,** the Readington Township Board of Education authorizes Settembrino Architects to prepare plans and educational specifications for a capital improvement project to the NJ Department of Education for review and approval; and

**WHEREAS,** The District is submitting this application to the NJ DOE and is seeking grant funding from the Universal Preschool Facilities Expansion Grant for this project; and

**WHEREAS,** The Readington Township Board of Education authorizes Settembrino Architects to amend the current approved LRFP to include this project.

**NOW, THEREFORE BE IT RESOLVED** that the Readington Township Board of Education approves submission of the following capital improvement project and as an amendment to the district's Long Range Facility Plan:

  - New Classroom Toilet Rooms                      Three Bridges School  
NJDOE Project No: 19-4350-060-25

#### D. EDUCATION/TECHNOLOGY

**Committee Report:** Mrs. Fiore provided minutes of the meeting held on August 14, 2024.

4. Motion to adopt 4.01 - 4.08

**Motion: Mrs. Fiore**

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

**Roll Call Vote: Carried 7 Yes**

- 4.01 Motion to approve Divonna Stebick, inquiry consultant, to provide professional development and a keynote speech during the 2024-2025 school year at a rate no more than \$6,000.00 to be paid through Title II.
- 4.02 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 PLACEMENT REQUEST	SCHOOL/COOPERATING TEACHER	EFFECTIVE DATES
Daniel Kimple	TCNJ/ Student Teacher	Whitehouse School/ Anna Shinn	08/29/24-12/31/24

- 4.03 Motion to approve the contract for Commission for the Blind & Visually Impaired for the 2024-2025 school year, student #317929, in the amount of \$2,420.00
- 4.04 Motion to approve the Out of District Contracts for the 2024-2025 school year:

STUDENT #	SCHOOL NAME	ESY TUITION	SCHOOL YEAR TUITION
718033	Thomas Edison Energy Star Charter	\$0	\$18,113.00
S-277	Somerset Hills	\$20,836.20	\$125,017.20
S-223	Shepard School	\$9,795.60	\$59,753.16
S-035	Lakeview School	\$16,764.30	\$100,585.80
S-009	Newmark School	\$6,696.72	\$66,967.20
S-206	Rutgers Day School	\$0	\$83,100.00
S-065	Calais School	\$12,910.80	\$0

- 4.05 Motion to adopt the attached list of field trips for the 2024-2025 school year.  
(Attachment 4.05)
- 4.06 Motion to adopt the attached list of HSA fundraisers for the 2024-2025 school year.  
(Attachment 4.06)
- 4.07 Motion to adopt the Marshall Evaluation Rubric dated 2013 to be used for Principal, Assistant Principal and Supervisor evaluations and the Danielson Evaluation Rubric dated 2013 to be used for Teacher, Nurse, Counselor, and other certificated staff evaluations during the 2024-2025 school year.
- 4.08 Motion to accept the Superintendent's recommendation and adopt the attached curricula for the 2024-2025 school year.  
(Attachment 4.08)

## E. PERSONNEL

**Committee Report:** Mrs. Podgorski provided minutes of the meeting held on August 13, 2024.

5. Motion to adopt 5.01 - 5.21

**Motion: Mrs. Fiore**

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

**Roll Call Vote: Carried 7 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
Laurel Hanrahan	Substitute Teacher/Aide

Bruce Corwin	Substitute Teacher
Adrien Carrea	Substitute Bus Driver

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Lauren Suriano	Teacher/Preschool (WHS) 20-0-d2/bcf	\$59,860.00 BA Step 4	09/01/2024 - 06/30/2025
Kristy Lowrie	Clerical Aide (TBS) 40-03-D4/arb	\$20.17/hr. Step 15	09/01/2024 - 06/30/2025
Taylor Vidak	Teacher/Special Education (WHS) 20-04-D2/ajc	\$68,495.00 BA Step 11	09/01/2024 - 06/30/2025
Jeanne Dombrowski	Aide/Special Education (TBS) 30-03-D3/awg	\$27.68/hr. Aide C Step 23	09/01/2024 - 06/30/2025

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Natacha Gandarez	Aide/Kindergarten (TBS) 30-03-D3/awr	\$20.11/hr. Aide NC Step 4	09/1/2024 - 06/30/2025
Marla Petty	Bus Driver (Transp) 80-06-P6/bbq Cafeteria Aide (TBD) 40-01-D3/bad	\$26.75/hr. Step 1-6 (1)  \$17.00/hr. Step 3	09/1/2024 - 06/30/2025
Abigail Whalen	Teacher/Special Education (RMS) 20-01-D2/aib	\$64,460.00 MA Step 1	09/01/2024 - 06/30/2025
Phoebe Stedman	LTS Teacher/Special Education (RMS) 20-01-D2/ahs 20-01-D2/ais	\$61,460.00 BA+15 Step 4	09/01/2024 - 06/30/2025
Krista Pachuta	Aide/Special Education (TBS) 30-03-D3/alu	\$22.33/hr. Aide C Step 5-6 (6)	09/01/2024 - 06/30/2025
Krista Pachuta	LTS Teacher/Special Education (HBS) 20-02-D2/auk	\$65,460.00 MA Step 4 (prorated)	09/01/2024 - 12/16/2024

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

NAME	POSITION	EFFECTIVE DATE
Jennifer Heppner	Aide/Kindergarten (WHS) 30-04-D3/axz	July 24, 2024
Vanessa Caliciotti	Clerical Aide (TBS) 30-03-D4/arb	July 19, 2024
Bonnie Farber	Aide/Preschool (WHS) 30-04-D3/bcj	August 16, 2024
Elizabeth Duque	Bus Driver (Transp) 80-06-D6/bac	July 31, 2024

5.05 Motion to approve the following teachers to provide translations as needed for the 2024-2025 school year at their contractual rate not to exceed \$2,000.00:

STAFF MEMBER
Emily Bengels
Yolanda Campuzano
Kelly Parks
Maria De Los Santos
Yolanda Lima
Colleen Caballero
Jose Fernandez
Lillien Drew
Dawn LoCalio
Lori Gabrielson
Walter Burkat

5.06 Motion to ratify and approve Stephanie Armstrong, School Nurse, to work during the Summer Spark Enrichment Program at her summer rate, not to exceed 10 hours.

5.07 Motion to accept the Superintendent's recommendation and approve stipend payments for the attached list of teachers participating in the 2024 Summer Teacher Academy sessions.  
(Attachment 5.07)

5.08 Motion to accept the Superintendent's recommendation and approve the following staff for curriculum writing/development of a paraprofessional handbook effective July 1 - August 31, 2024, at the contractual rate:

NAME	HOURS
Theresa Bruno	4
Elizabeth Eckel	4
Meredith Kane	4
Pauline Marsh	4

- 5.09 Motion to ratify and accept the Superintendent's recommendation and approve stipends for all staff facilitating on the Readington Township September 3-4, 2024 In-Service Days, not to exceed \$2,500.00.
- 5.10 Motion to approve Paraprofessional hours for the 2024-2025 school year.  
(Attachment 5.10)
- 5.11 Motion to approve Bus Driver and Cafeteria Aide hours for the 2024-2025 school year.  
(Attachment 5.11)
- 5.12 Motion to approve all staff as substitutes for stipends listed in the Readington Township Education Association Collective Bargaining Agreement for the 2024-2025 school year at their contractual rate.
- 5.13 Motion to accept the Superintendent's recommendation and approve the attached list of Instructional Aide Recruitment Stipends for the 2024-2025 school year.  
(Attachment 5.13)
- 5.14 Motion to accept the Superintendent's recommendation and approve the attached list of Transportation Services Stipends for the 2024-2025 school year.  
(Attachment 5.14)
- 5.15 Motion to accept the Superintendent's recommendation to approve the attached list of thank you and recognition stipends.  
(Attachment 5.15)
- 5.16 Motion to accept the Superintendent's recommendation and approve the following job description:  
(Attachment 5.16)

- Nurse

- 5.17 Motion to approve the following bus aides at the contractual rate, not to exceed 10 hours per week:

NAME	STUDENT	EFFECTIVE DATES
Maryann Schultz	S-185	09/05/2024 - 06/30/2025
Susan Zimmerman	S-049	09/05/2024 - 09/30/2024
Natacha Gandarez	S-159	09/05/2024 - 12/20/2024

- 5.18 Motion to approve the following mentors for the 2024-2025 school year:

NEW STAFF MEMBER	SCHOOL	POSITION	MENTOR
Michele Adamitis	RMS	LTS SE Teacher	Jennifer Heller
Kirsten Baron	RMS	LTS PE Teacher	James Casertano
Shikha Shah	RMS	Science Teacher	Kevin Sanders
Phoebe Stedman	RMS	LTS SE Teacher	Kimberly Koski
Darian Hampton	HBS	Music Teacher	Samantha Lestrangle
Abigail Whalen	HBS	LTS SE Teacher	Brian O'Neil

Andrea DeCampos	TBS	SE Teacher	Kaitlyn Jones
Sofia DelGaizo	TBS	Kindergarten Teacher	Jessica Hegarty
Kelly Cusick	WHS	Grade 3 Teacher	Anna Shinn
Mary Shea	WHS	Kindergarten Teacher	Lisa Painter
Lauren Suriano	WHS	Preschool Teacher	Caroline Robb

- 5.19 Motion to accept the Superintendent's recommendation and approve other leave for staff member #6641 for the period 09/03/2024 - 01/31/2025.
- 5.20 Motion to approve the Officials Rate for the 2024-2025 school year for Readington Middle School Athletics. (Attachment 5.20)
- 5.21 Motion to ratify and approve Amie Walsh, Teacher, to teach the Extended School Year Program during the summer of 2024, for 15 days, 5 hrs./day at summer rate based on a salary of \$63,060.00.

## F. COMMUNICATION

**Committee Report:** Mrs. DePinto provided minutes of the meeting held on July 29, 2024.

6. Motion to adopt 6.01 - 6.02  
**Motion: Mrs. Fiore**                      **2<sup>nd</sup>: Mrs. Podgorski**                      **Roll Call Vote: Carried 7 Yes**
- 6.01 Motion to accept the Superintendent's recommendation and adopt the following policies for second reading: (Attachment 6.01)
- Policy 1530 - Equal Employment Opportunities
  - Policy 2260 - Equity in School and Classroom Practices
- 6.02 Motion to accept the Superintendent's recommendation and adopt the following policies and bylaw for first reading: (Attachment 6.02)
- Bylaw 0141 - Board Member Number and Term
  - Policy 2200 - Curriculum Content
  - Policy 8467 - Firearms and Weapons
  - Policy 9181 - Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants

## VII. UNFINISHED BUSINESS

- Dr. Cerciello highlighted the October NJSBA Convention, asking board members confirm directly with Mr. Bohm if they plan to attend.
- Dr. Hart and Dr. Cerciello mentioned that the NJSBA representative, Patricia Rees, will be present at the September 10, 2024 board meeting to help the board with goals for the 2024-2025 school year. Dr. Cerciello also mentioned a potential referendum and communications plan, as well as protocols for policy documents. Clear focus on academics, safety & security, budgeting, among others were discussed. The board meeting will be changed to 6:00 p.m. on September 10, 2024.

## VIII. NEW BUSINESS FROM BOARD

- Green Committee Meeting - Mrs. Fiore presented minutes of the meeting held on August 6, 2024.

## IX. OPEN TO THE PUBLIC

- None

## X. ADJOURNMENT - 6:20 p.m.

**Motion: Mrs. Fiore**

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

**Roll Call Vote: Carried 7 Yes**

**Respectfully submitted,**

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

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