

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

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

## **AGENDA**

**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.

The Board of Education will be meeting in-person on Tuesday, December 12, 2023 at 7:00 p.m. If members of the public wish to attend the meeting virtually, meetings are streamed Live over Youtube via the following link:

[https://www.youtube.com/channel/UC6Nqnnwk\\_J-sFlxSaFkuVaA/live](https://www.youtube.com/channel/UC6Nqnnwk_J-sFlxSaFkuVaA/live)

The agenda and all materials for the Board meeting appear on the Board web page.

### **I. CALL TO ORDER BY BOARD PRESIDENT – OPEN PUBLIC MEETINGS ACT**

The meeting is being held in compliance with the Open Public Meetings Act (N.J.S.A. 10:4-6-21) and is 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 may be taken.

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

### **II. FLAG SALUTE**

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

- Highlight: RMS Therapy Dog Program: One Year Later
- Preschool Updates
- Jodi Bettermann and Carol Hample Recognitions

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

In accordance with Local Finance Notice (LFN) 2020-21, public comments can be submitted before remote public meetings through electronic mail or by written letter. Please email the Board Secretary at [jbohm@readington.k12.nj.us](mailto:jbohm@readington.k12.nj.us) by 12:00 p.m. on the day of the board meeting. Comments shall be read aloud and addressed during the remote public meeting.

For members of the Readington Township School District Community who may be joining a Meeting for the first time or would like to provide comments tonight, we're sharing the Board Policy pertaining to public comments. Thank you in advance for sharing your thoughts as per the District's Policy.

#### **0167 PUBLIC PARTICIPATION IN BOARD MEETINGS**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every regularly scheduled meeting of the Board. Public participation shall be governed by the following rules:

1. All statements shall be directed to the presiding officer. No participant may address or question Board members individually unless directed by the presiding officer.
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate; Web participants will type the information in as a preface to their comments.
3. If the Board of Education is webcasting the public meeting, the "chat" feature will be on during the public comment sessions only.
4. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard and time permits.
5. In order to provide sufficient opportunity for the public to be heard, a time limit of three minutes for each participant may be observed. Webcast participants making comments via chat may only enter one 256 character comment, excluding the announcement of his/her name and place of residence, unless the presiding officer asks for clarification or further information. The President may, at his/her discretion, limit discussion on any topic. The portion of the meeting during which the public is invited shall be limited to sixty minutes.
6. The presiding officer may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant. The presiding officer may take other steps, including but not limited to adjourning the meeting or waiving any of the rules of the Residents' Forum, to respond to a lack of public decorum, or to otherwise protect privacy or the efficient completion of the Board's business.

## V. CORRESPONDENCE

## VI. BOARD ACTION

### A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.06  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_
- 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)

Roll Call:

Mrs. Bettermann \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Mencer \_\_\_\_\_ Mr. Peach \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_  
Mrs. Ryan \_\_\_\_\_ Mrs. Wolf \_\_\_\_\_ Dr. Cerciello \_\_\_\_\_ Mrs. Hample \_\_\_\_\_

### B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_
- 2.01 Motion to approve the Meeting Minutes November 14, 2023.
- 2.02 Motion to approve the Executive Session Meeting Minutes November 14, 2023.

Roll Call:

Mrs. Bettermann \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mrs. Mencer \_\_\_\_\_ Mr. Peach \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_  
Mrs. Ryan \_\_\_\_\_ Mrs. Wolf \_\_\_\_\_ Dr. Cerciello \_\_\_\_\_ Mrs. Hample \_\_\_\_\_

### C. FINANCE/FACILITIES

#### Committee Report:

3. Motion to adopt 3.01 - 3.07  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_
- 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.

\_\_\_\_\_  
Jason M. Bohm, Board Secretary

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)

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

## **D. EDUCATION/TECHNOLOGY**

### **Committee Report:**

4. Motion to adopt 4.01 - 4.03  
Motion\_\_\_\_\_ 2nd\_\_\_\_\_
- 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 <sup>th</sup>	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

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

## E. PERSONNEL

### Committee Report:

5. Motion to adopt 5.01 - 5.14

Motion\_\_\_\_\_ 2nd\_\_\_\_\_

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)	01/02/2024 - 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	\$20.00/hr. Aide NC	01/02/2024 - 06/30/2024

	(TBS) 30-03-D3/aso	Step 7	
Michele Adamitis	Clerical Aide (RMS) 50-01-D4/amw	\$20.53/hr. Clerical Step18	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	<b>11/21/2023 - 12/01/2023</b>

- 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 - <b>06/30/2024</b>

- 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
30-04-D3/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 (attached)

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

## F. COMMUNICATION

### Committee Report:

6. Motion to adopt 6.01 - 6.04  
Motion\_\_\_\_\_ 2nd\_\_\_\_\_
- 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)

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

## **VII. UNFINISHED BUSINESS**

## **VIII. NEW BUSINESS FROM BOARD**

- NJSBA Certified Board Member: Congratulations Mrs. Fiore!
- NJSBA New Board Member Boardsmanship Certification: Congratulations Mrs. Wolf!
- Green Committee Meeting

## **IX. OPEN TO THE PUBLIC**

## **X. ADJOURNMENT**

Motion to adjourn at:

Motion\_\_\_\_\_ 2nd\_\_\_\_\_

Roll Call:

Mrs. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_