

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

Holland Brook School  
Regular Meeting 6:00 p.m.  
February 11, 2025

## **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, February 11, 2025 at 6:00 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/UC6NqnwkJ-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. Cassidy\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mr. Lopes\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Rad\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. DePinto\_\_\_\_\_ Mr. Rizza\_\_\_\_\_

### **II. FLAG SALUTE**

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

- Department Budget Presentations:
  - Curriculum, Professional Development
  - Technology
  - Pupil Services
  - Facilities
  - Transportation
  - Administration, Personnel and Benefits

### **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. The Readington Board of Education operates through a committee structure. Committees discuss and vet all topics for Board action before they appear on the Board agenda for vote. The Board committees publicly report at our meeting about what they discussed prior to the Board vote, excluding any topics that are rendered confidential by law.

#### **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 - 1.03  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_
- 1.01 Motion to approve the Enrollment and Drill Reports January 2025.  
(Attachment 1.01)
- 1.02 RMS Quarterly Discipline Report Quarter 2/November 15, 2024 - January 31, 2025  
(Attachment 1.02)
- 1.03 Motion to accept the HIB reports and affirm the Superintendent's decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
4	RMS	12/03/2024	Yes
5	HBS	12/13/2024	No

Roll Call:

Mrs. Cassidy \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mr. Lopes \_\_\_\_\_ Mrs. Mencer \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_  
Mrs. Rad \_\_\_\_\_ Mrs. Ryan \_\_\_\_\_ Mrs. DePinto \_\_\_\_\_ Mr. Rizza \_\_\_\_\_

### APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_
- 2.01 Motion to approve the Meeting Minutes January 21, 2025.
- 2.02 Motion to approve the Executive Session Meeting Minutes January 21, 2025.

Roll Call:

Mrs. Cassidy \_\_\_\_\_ Mrs. Fiore \_\_\_\_\_ Mr. Lopes \_\_\_\_\_ Mrs. Mencer \_\_\_\_\_ Mrs. Podgorski \_\_\_\_\_  
Mrs. Rad \_\_\_\_\_ Mrs. Ryan \_\_\_\_\_ Mrs. DePinto \_\_\_\_\_ Mr. Rizza \_\_\_\_\_

### B. FINANCE/FACILITIES

#### Committee Report:

3. Motion to adopt 3.01 - 3.09  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_
- 3.01 Motion to approve the **Bill List** for the period from **January 23, 2025 through February 12, 2025** for a total amount of **\$2,387,998.20**.  
(Attachment 3.01)
- 3.02 Motion to approve **Travel Expenditures February 11, 2025** In the amount of **\$1,317.31**.  
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **January 2025** for a total amount of **\$3,005,082.61**.  
(Attachment 3.03)

- 3.04 Motion to ratify and approve the following **Account Transfers for January 1, 2025 through January 31, 2025.**  
(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for January 1, 2025 through January 31, 2025.**  
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS January 31, 2025 pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of January 31, 2025 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 January 31, 2025 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 January 31, 2025.  
(Attachment 3.06-3.06a)

- 3.07 Motion to approve Pre-Referendum Services Contracts for the following projects and fees to be withdrawn from the capital reserve:
- Settembrino Architects:  
Referendum Capital Improvement Projects \$67,500.00  
Miscellaneous fees: \$2,500.00  
Wilentz, Goldman & Spitzer:  
Referendum Bond Counsel Fee \$8,500.00  
Miscellaneous fees: \$1,500.00
- 3.08 Motion to accept a donation of \$3,000.00 in \$25.00 Kings gift cards through Gift Card Bank, on behalf of Kings Food Markets Foundation's Nourishing Neighbors Program to assist families in need.
- 3.09 Motion to approve the attached amended settlement agreement and release for student S-187.  
(Attachment 3.09)

Roll Call:

Mrs. Cassidy\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mr. Lopes\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Rad\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. DePinto\_\_\_\_\_ Mr. Rizza\_\_\_\_\_

## C. EDUCATION/TECHNOLOGY

### Committee Report:

4. Motion to adopt 4.01 - 4.05  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_
- 4.01 Motion to accept the Superintendent's recommendation and approve the following student placements in the Readington Township School District as follows:

STUDENT NAME	UNIVERSITY/COLLEGE PLACEMENT REQUEST	SCHOOL/ COOPERATING TEACHER	EFFECTIVE DATES
Mindy Bennington	Rowan University/Summer Externship	Holland Brook School/ Sheri Simonetti Three Bridges School/ Heather Gibbons	07/01/2025 - 08/15/2025

Bria Whatley	Western Governors University/Preclinical Experience	Holland Brook School/ Olivia Orlowski and Patricia Dowden	02/13/2025 - 05/30/2025
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4.02 Motion to approve the attached updated HSA fundraisers for the 2024-2025 school year.  
(Attachment 4.02)

4.03 Motion to adopt the following fundraisers for the 2024-2025 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Holland Brook School	Pie-A-Music Teacher	HBS Student Activities Account
Readington Middle School	Penny Wars	RMS Student Activities Account

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

GROUP/GRADE	TRIP	LOCATION	APPROXIMATE COST TO PARENT
RMS/GT-Enrichment 6-8	Monmouth University	West Long Branch, NJ	- 0 -
RMS/GT-Enrichment 6-8	Rutgers University	New Brunswick, NJ	- 0 -

4.05 Motion to approve donations from the HSA for Holland Brook School in the amount of \$744.00 and Readington Middle School in the amount of \$675.00, both for their student activities accounts.

Roll Call:

Mrs. Cassidy\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mr. Lopes\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Rad\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. DePinto\_\_\_\_\_ Mr. Rizza\_\_\_\_\_

#### D. PERSONNEL

##### Committee Report:

5. Motion to adopt 5.01 - 5.10

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

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
Michael DeLucia III	Substitute Teacher
Alejandra Ryder	Substitute Teacher/Aide

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Michael DeLucia III	LTS Teacher/Science (RMS) 20-01-D2/aeg	Sub rate for the first 20 days, \$60,960.00 BA+15 Step 2-3 (2) per diem rate thereafter (prorated)	04/14/2025 - 06/30/2025

Gary Kropilak	Cafe Aide (RMS) 40-01-D3/bdl	\$16.00/hr. Step 1	02/12/2025 - 06/30/2025
Phoebe Stedman	Aide/Special Education (HBS) 30-02-D3/ain	\$21.89/hr. Aide C Step 3	02/12/2025 - 06/30/2025
Janet Schierloh Howard	.69 LTS Teacher/LA (RMS) 20-01-D2/afc	\$53,961.00 MA Step 15 (prorated)	02/18/2025 - 05/02/2025

5.03 Motion to accept the Superintendent's recommendation and approve the following retirements with appreciation for their years of service:

NAME	POSITION	EFFECTIVE DATE
Ann Kane	Teacher/Intervention (HBS) 20-02-D2/ahf	06/30/2025
Beth Luque	Speech/Language Specialist (HBS) 20-02-D2/aur	09/30/2025
Richard Hopkins	Aide/Special Education (HBS) 30-02-D3/ain	02/05/2025

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

NAME	POSITION	EFFECTIVE DATE
Christina Lilly	LTS Teacher/LA (RMS) 20-01-D2/afc	02/05/2025

5.05 Motion to approve the following salary increase in recognition of the following employee attainment of additional credits for lateral movement per RTEA Guide effective February 1, 2025:

NAME	SCHOOL	FROM STEP	SALARY	TO STEP	REVISED SALARY	INCREASE
Meagan-Ashley Sarao	RMS	MA Step 9	\$70,350.00	MA+30 Step 9	\$72,750.00	\$2,400.00
Jennifer Sabo	RMS	MA Step 19	\$87,505.00	MA+30 Step 19	\$89,905.00	\$2,400.00
Krista Gras	RMS	MA Step 12-13 (12)	\$76,105.00	MA+30 Step 12-13 (12)	\$78,505.00	\$2,400.00
Kaitlyn Jones	TBS	BA+15 Step 10	\$68,175.00	MA Step 10	\$72,175.00	\$4,000.00
Kristen Frohn	WHS	BA+15 Step 12-13 (12)	\$72,105.00	MA Step 12-13 (12)	\$76,105.00	\$4,000.00

- 5.06 Motion to accept the Superintendent's recommendation and approve stipend payments for the attached list of teachers facilitating 2025 Spring Teacher Academy sessions.  
(Attachment 5.06)
- 5.07 Motion to approve Michele Adamitis, as a chaperone for student S-065, to participate in Drama Club, from 2/18/2025 through 2/28/2025, not to exceed 28 hours at the contractual rate.
- 5.08 Motion to ratify and approve Sheryl Ottenstroer, as a chaperone for student S-065, to participate in Drama Club, from 2/3/2025 through 2/13/2025, not to exceed 25 hours at the contractual rate.
- 5.09 Motion to ratify and accept the Superintendent's recommendation and approve special skills stipend change of assignment from Maryann Schultz to Maria Durka of \$1,000.00 (prorated) 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, effective February 10, 2025.
- 5.10 Motion to approve the following mentor for the 2024-2025 school year:

STAFF MEMBER	SCHOOL	POSITION	MENTOR
Emma Weger	Readington Middle School	LTS LA Teacher	Lindsay Solano

Roll Call:

Mrs. Cassidy\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mr. Lopes\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_

Mrs. Rad\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. DePinto\_\_\_\_\_ Mr. Rizza\_\_\_\_\_

#### **D. COMMUNICATION**

##### **Committee Report:**

6. Motion to adopt 6.01 - 6.02  
Motion \_\_\_\_\_ 2nd \_\_\_\_\_
- 6.01 Motion to accept the Superintendent's recommendation and approve the following policies for first reading:  
(Attachment 6.01)
- Policy 5512 - Harassment, Intimidation, or Bullying
  - Policy 5533 - Student Smoking
  - Policy 5710 - Student Grievance
  - Policy 7441 - Electronic Surveillance In School Buildings and On School Grounds
  - Policy 9320 - Cooperation with Law Enforcement Agencies
- 6.02 Motion to approve the revised 2024-2025 district calendar.  
(Attachment 6.02)

Roll Call:

Mrs. Cassidy\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mr. Lopes\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_

Mrs. Rad\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. DePinto\_\_\_\_\_ Mr. Rizza\_\_\_\_\_

#### **VII. UNFINISHED BUSINESS**

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

- Special Board Meeting February 25, 2025 - Referendum
- Delegate Reports

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

#### **X. EXECUTIVE SESSION**

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

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 student matter, HIB, and personnel and benefits budget for approximately 45 minutes at which time the Board expects to return to Public Session where action shall 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.

Roll Call:

Mrs. Cassidy\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mr. Lopes\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Rad\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. DePinto\_\_\_\_\_ Mr. Rizza\_\_\_\_\_

## **XI. RETURN TO PUBLIC SESSION**

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

Roll Call:

Mrs. Cassidy\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mr. Lopes\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Rad\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. DePinto\_\_\_\_\_ Mr. Rizza\_\_\_\_\_

## **XII. ADJOURNMENT**

Motion to adjourn at:

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

Roll Call:

Mrs. Cassidy\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mr. Lopes\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Rad\_\_\_\_\_ Mrs. Ryan\_\_\_\_\_ Mrs. DePinto\_\_\_\_\_ Mr. Rizza\_\_\_\_\_