

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 6:00 p.m.
February 21, 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, February 21, 2023 at 6:00 p.m. If members of the public wish to attend the meeting virtually, they are encouraged to do so by going to Meeting ID: meet.google.com/iid-qgeb-myq or joining by phone: (US)+1 567-307-4518 PIN: 103 048 660# The agenda and all materials for the Board meeting appear on the Board web page.

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 _____

I. FLAG SALUTE

II. SUPERINTENDENT'S REPORT

- Highlight: RMS Inquiry Project Citizen
- Budget Presentations: Transportation, Facilities, Administration and Personnel/Benefits

III. 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 by 12:00 p.m. on the day of the board meeting. Comments shall be read aloud and addressed during the 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.

IV. CORRESPONDENCE

- Email K.G. - Book
- Email A.D. - Book
- Email D.D. - Book
- Email H.R. - Book
- Email K.E. - Support Librarian
- Email K.F. - Book
- Email M.D. - Book
- Email M.S. - Book
- Email J.K. - Book

V. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02
Motion _____ 2nd _____
- 2.01 Motion to approve the Meeting Minutes February 7, 2023.
- 2.02 Motion to approve the Executive Session Minutes February 7, 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 - 3.09
Motion _____ 2nd _____
- 3.01 Motion to approve the **Bill List** for the period from **February 10, 2023 through February 22, 2023** for a total amount of **\$1,504,211.49**.
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule February 21, 2023** for a total amount of **\$949.96**.
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **January 2023** for a total amount of **\$2,166,942.67**
(Attachment 3.03)
- 3.04 Motion to ratify and approve the following **Account Transfers for January 1, 2023 through January 31, 2023**.
(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for January 1, 2023 through January 31, 2023**.
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: January 31, 2023 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of January 31, 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.

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of January 31, 2023 and 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. 6A23-2.11(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, 2023.
(Attachment 3.06-3.06a)

3.07 Motion to approve the following Resolution:

WHEREAS, the Readington Township Board of Education is in receipt of the Annual Comprehensive Financial Report FY 2021-22 (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, 2022.
(Attachment 3.07)

3.08 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education has contracted with Pritchard Industries, Inc., with offices located at 147 Columbia Turnpike, Florham Park, NJ 07932 for the period of July 1, 2019 through June 30, 2021 to provide custodial services for evening hours; and

WHEREAS, said contract provides that the parties, may, at their option agree to renew the contract for up to two additional one-year periods, in accordance with the provisions of N.J.S.A 18A-42, which requires that the terms and conditions of the extensions shall remain substantially the same in the original contract; and

WHEREAS, the Readington Township Board of Education renewed the contract for two additional one-year periods through June 30, 2022 and June 30, 2023, exhausting the ability to renew the existing contract beyond June 30, 2023, thereby requiring the Readington Township Board of Education to bid out such services as exceed the bid threshold per the State of New Jersey; and

NOW, THEREFORE BE IT RESOLVED, the Readington Township Board of Education authorizes the Business Administrator to solicit bids for evening custodial services for the 2023-2024 school year onward, with results subject to board approval at a future board meeting based on results of solicitation and acceptability of bids received.

3.09 Motion to approve a Professional Services Contract with Settembrino Architects for the following projects and fees:

Three Bridges School Boiler \$13,500.00

Ancillary fees/reimbursables \$1,500.00

WHEREAS, it was necessary to incur costs for professional architectural services during the current year in preparation for construction in the summer of 2023; 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.
(Attachment 3.09)

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 - 4.08
Motion _____ 2nd _____

4.01 Motion to approve and accept the third round of Supply Chain Assistance funding for cafeteria program in amount of \$15,979.05 for 2022-2023 school year.

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	SCHOOL/COOPERATING TEACHERS	EFFECTIVE DATE
Jennifer Monteiro	Raritan Valley Community College Observation	Readington Middle School/Allison Lovering & Shaina Mirsky	February 2023 - April 2023

4.03 Motion to approve the following Whitehouse School, Grade 2 field trip change:

ORIGINAL TRIP	TRIP CHANGE	LOCATION	COST TO PARENT
Morristown or RVCC Theatre	The State Theatre	New Brunswick, NJ	No Change

4.04 Motion to approve an additional field trip for the 2022-2023 school year:

GROUP/GRADE	TRIP	COST TO PARENT
RMS French Class/Grade 7	Holland Brook School	None

4.05 Motion to approve Integrated Speech Pathology, LLC, for professional development training on the District In-Service Day, March 17, 2023, at the contractual rate of \$200.00 per hour, not to exceed 5 hours.

4.06 Motion to approve Nation's First Center of Excellence for Tourette Syndrome, for professional development training on the District In-Service day, March 17, 2023, for 1 hour virtually at the rate of \$175.00 per hour.

4.07 Motion to authorize the Affirmative Action team to conduct a Needs Assessment and develop a Comprehensive Equity Plan, implement the plan over a three-year period of time, and submit an annual Statement of Assurance of its implementation and progress.

4.08 Motion to approve Montclair State University to conduct the New Jersey Middle School Risk and Protective Factor Survey on behalf of the New Jersey Department of Human Services to all 7th and 8th grade students with documented parental permission.

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 - 5.06
Motion _____ 2nd _____

5.01 Motion to ratify and accept the Superintendent’s recommendation and approve the following appointment:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Elizabeth Duque	Bus Driver (Transportation) 80-06-D6/anx	\$31.25/hr. Step 11	02/15/2023 - 06/30/2023
	Cafeteria Aide (TBS) 40-03-D3/bao	\$15.00/hr. Step 1	02/15/2023 - 06/30/2023

5.02 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
Patricia Stanberg	Substitute Secretary/Clerical
Jane Hebden	Substitute Nurse
Patricia Bavosi	Substitute Aide
Rose Cordero	Substitute Teacher/Aide

- 5.03 Motion to approve Lara Nasser, Part-Time Purchasing Specialist, to facilitate migration of all vendors to electronic payment inclusive of software migration and establishment of standard operating protocols not to exceed 74 days at her contractual rate.
- 5.04 Motion to approve an extra session for cooking club for Colleen Ogden at the contractual rate.
- 5.05 Motion to accept the Superintendent's recommendation and approve the attached list of staff members facilitating sessions for the Readington Township School District March 17, 2023 In-Service Day, at the contractual rate.
(Attachment 5.05)
- 5.06 Motion to accept the Superintendent's recommendation and approve the attached list of staff members participating in the Readington Township School District Parent Academy Night on March 28, 2023 at the contractual rate.
(Attachment 5.06)

Roll Call:

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

**A. 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 bylaws and policies for second reading:
(Attachment 6.01)
 - Bylaw 0152 - Board Officers
 - Bylaw 0161 - Call, Adjournment, and Cancellation
 - Bylaw 0162 - Notice of Board Meetings
 - Policy 2423 - Bilingual and ESL Education
 - Policy 2560.01 - Therapy Dog

- Policy 5511 - Student Dress and Grooming

6.02 Motion to accept the Superintendent's recommendation and approve the District Calendar and School Hours for the 2023-2024 school year.
(Attachment 6.02)

Roll Call:

Mrs. Bettermann_____ Mrs. Fiore_____ Mrs. Mencer_____ Mr. Peach_____ Mrs. Podgorski_____
Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____ Mrs. Hample_____

VI. UNFINISHED BUSINESS

- Board Tours

VII. NEW BUSINESS FROM BOARD

VIII. OPEN TO THE PUBLIC

IX. 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 personnel/benefits budget, RTEA negotiations, HIB, and legal matter for approximately 45 minutes at which time the Board expects to return to Public Session where shall 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.

Roll Call:

Mrs. Bettermann_____ Mrs. Fiore_____ Mrs. Mencer_____ Mr. Peach_____ Mrs. Podgorski_____
Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____ Mrs. Hample_____

X. RETURN TO PUBLIC SESSION

Motion_____ 2nd_____

Roll Call:

Mrs. Bettermann_____ Mrs. Fiore_____ Mrs. Mencer_____ Mr. Peach_____ Mrs. Podgorski_____
Mrs. Ryan_____ Mrs. Wolf_____ Dr. Cerciello_____ Mrs. Hample_____

XI. 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_____