

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

Holland Brook School  
Regular Meeting 5:00 p.m.  
July 18, 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, July 18, 2023 at 5:00 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/UC6Nqnwk\\_J-sFlxSaFkuVaA/live](https://www.youtube.com/channel/UC6Nqnwk_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**

- HIB Self Assessment
- Preschool Education Aid

### **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**

- Email E.R. - Juneteenth

## VI. BOARD ACTION

### A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.04  
Motion\_\_\_\_\_ 2nd\_\_\_\_\_
- 1.01 Enrollment and Drill Reports June 2023.  
(Attachment 1.01)
- 1.02 Readington Middle School Discipline Report Quarter 4/April 7 - June 21, 2023  
(Attachment 1.02)
- 1.03 Motion to submit the HIB Self Assessment Report 2022-2023.  
(Attachment 1.03)
- 1.04 Motion to accept the HIB report and affirm the Superintendent's decision:

CASE NUMBER	SCHOOL	DATE	FINDINGS OF HARASSMENT INTIMIDATION OR BULLYING
9	HBS	05/23/2023	No

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\_\_\_\_\_ 2<sup>nd</sup>\_\_\_\_\_
- 2.01 Motion to approve the Meeting Minutes June 13, 2023.
- 2.02 Motion to approve the Executive Session Minutes June 13, 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 - 3.14  
Motion\_\_\_\_\_ 2nd\_\_\_\_\_
- 3.01 Motion to approve the **Bill List** for the period from **June 15, 2023 through July 19, 2023** for a total amount of **\$4,130,261.59**.  
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule July 18, 2023** for a total amount of **\$1,483.61**.  
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **May 2023** for a total amount of **\$2,200,846.24**.  
(Attachment 3.03)
- 3.04 Motion to ratify and approve the following **Account Transfers for May 1, 2023 through May 31, 2023**.  
(Attachment 3.04-3.04a)

- 3.05 Motion to ratify and approve the **Student Activities Account for May 1, 2023 through May 31, 2023.**  
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: May 31, 2023 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of May 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.

---

Jason M. Bohm, Board Secretary

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that as of May 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. 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 May 31, 2023.  
(Attachment 3.06-3.06a)

- 3.07 Motion to approve the agreement between the Readington Township Board of Education and Maschio's Trucking, LLC for temperature controlled delivery service to the Readington School District for the 2023-2024 school year.  
(Attachment 3.07)
- 3.08 Motion to submit the Every Student Succeeds Act (ESSA) grant application and acceptance of funds for the 2023 - 2024 year:

ESSA:  
Title I - A: \$44,479.00  
Title II - A: \$20,900.00  
Title III Consortium: \$20,406.00 with \$5,881.00 designated for Readington funds  
Title IV Part A: \$10,000.00

IDEA:  
Basic: \$392,414.00  
Preschool: \$15,014.00

- 3.09 Motion to approve a Professional Services Contract and fees with Settembrino Architects for the following projects relating to the Whitehouse School toilet expansion project:

Asbestos management services \$19,500.00

Ancillary fees/reimbursables \$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)

- 3.10 Motion to approve the Membership Renewal and the Indemnity and Trust Renewal with SAIF (School Alliance Insurance Fund) for general liability, workers compensation, automobile, professional liability, and other insurances at an increase of 3.1% for a premium of \$485,313.00 for the 2023 - 2024 school year.
- 3.11 Motion to approve the Apple Direct Contract Agreement between Apple, Inc. and the Readington Township Board of Education for the purpose of purchasing Apple products per attached.  
(Attachment 3.11)

3.12 Motion to approve alternative method of compliance in conformity with N.J.A.C. 6A:26-6.3 that the district is completing a construction project to add a toilet to Three Bridges School for a Kindergarten classroom this summer, and should construction be completed timely, this alternative facilities use shall not be necessary for the 2023-2024 school year.

3.13 Motion to approve the following resolution: Resolution Authorizing Disposal of Surplus Property:

**WHEREAS**, the Board of Education is the owner of certain surplus property which is no longer needed for public use; and

**WHEREAS**, the Board is desirous of selling said surplus property in an “as-is” condition without express or implied Warranties;

**NOW THEREFORE BE IT RESOLVED** by the Readington Township Board of Education as follows:(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2481 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Board of Education. (2) The sale will be conducted online and the address of the auction site is govdeals.com. (3) The sale is being conducted pursuant to Local Finance Notice 2008-9. (4) A listing of the surplus property to be sold is attached. (Attachment 3.13)

3.14 Motion to approve a 3-year contract with American Risk Management Resources for pollution insurance coverage including mold at a cost of \$10,186.00.

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 tuition contract for non-resident staff member’s child to attend Readington Township Schools at the tuition rate \$4,200.00 for the 2023-2024 school year:

- Employee #6569
- Employee #6786

4.02 Motion to approve a Board of Education retreat with Judith Wilson, professional development consultant and former Superintendent, to focus on goals and mission statement, collective efficacy, role and best practices of the board, team building and conflict resolution, among other traits of strong governance at the September 12, 2023 meeting at a cost of \$1,500.00.

4.03 Motion to apply for and accept an Inquiry Education Grant in the amount of \$1,000.00 from The College of New Jersey to support inquiry and design-based student and staff learning.

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 - 5.09  
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
Sandra Drew	Substitute Aide
Renuka Reddy	Substitute Teacher/Aide
Katie DaQuisto	Substitute Teacher/Aide
Kathleen Kirk	Substitute Teacher/Aide
Beatriz Stange	Substitute Teacher/Aide

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

NAME	POSITION	EFFECTIVE DATE
Tasha Schwab	Aide/Special Education (WHS) 30-04-D3/ayu	06/21/2023
Alexa Smith	Aide/Special Education (HBS) 30-02-D3/bbc	06/21/2023

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

NAME	POSITION	EFFECTIVE DATE
Cynthia Carlucci	Secretary/Pupil Services	08/31/2023

5.04 Motion to accept the Superintendent's recommendation to approve the attached list of Readington Middle School coaching assignments for the 2023-2024 school year at their contractual rate.  
(Attachment 5.04)

5.05 Motion to approve the attached list of teachers as Central Office Detention and Homework Room Advisors at Readington Middle School for the 2023-2024 school year at their contractual rate.  
(Attachment 5.05)

5.06 Motion to amend motion 5.01 on the June 13, 2023 agenda with the following appointment:

NAME	POSITION	SALARY/STEP CHANGE	EFFECTIVE DATE
Jacqueline Ganguzza	Teacher/Grade 5 (HBS) 20-02-D2/abw	\$59,680.00 BA+15 Step 1-2 (1)	09/01/2023 - 06/30/2024

5.07 Motion to accept the Superintendent's recommendation and approve the following position control changes and designated transfers for the 2023 - 2024 school year:

NAME	CHANGE	POSITION	LOCATION
Amy Langston	Transfer From:	20-04-D2/akj	WHS Speech Specialist
	To:	20-03-D2/aki	TBS Speech Specialist

Denise Cathro	Transfer From:	20-01-D2/akg	RMS Speech Specialist
	To:	20-04-D2/akj	WHS Speech Specialist
Courtney D'Onofrio	Transfer From:	20-03-D2/aki	TBS Speech Specialist
	To:	20-01-D2/akg	RMS Speech Specialist
Jeannie Stepner	Transfer From:	50-05-D4/amv	BOE Secretary/Pupil Services
	To:	40-03-D4/arb	TBS Secretary/Clerical Aide

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

NAME	POSITION	SALARY/STEP CHANGE	EFFECTIVE DATE
Alyssa Totoro	Secretary (Pupil Services) 50-05-D4/amv	\$51,140.00 Step 13-14 (14)	08/07/2023 - 06/30/2024

5.09 Motion to approve Jamie Kindervatter, Teacher, for 6 total hours of supplemental instructional services for student no.72533 in addition to existing Extended School Year services at her contractual rate.

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

6.01 Motion to accept the Superintendent's recommendation and approve the following policies for second reading:  
(Attachment 6.01)

- Policy 6112 - Reimbursement of Federal and other Grant Expenditures
- Policy 6115.04 - Federal Funds - Duplication of Benefits
- Policy 6311 - Contracts for Goods or Services Funded by Federal Grants
- Policy 9140 - Citizens Advisory Committees

Roll Call:

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

## VII. UNFINISHED BUSINESS

- [Board Member Petitions](#) due to the county office Monday July 31, 2023 at 4:00 p.m.

## VIII. NEW BUSINESS FROM BOARD

- NJSBA Convention October 2023

## 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 a legal matter for approximately 30 minutes at which time the Board expects to return to Public Session where no 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. Bettermann\_\_\_\_\_ Mrs. Fiore\_\_\_\_\_ Mrs. Mencer\_\_\_\_\_ Mr. Peach\_\_\_\_\_ Mrs. Podgorski\_\_\_\_\_  
Mrs. Ryan\_\_\_\_\_ Mrs. Wolf\_\_\_\_\_ Dr. Cerciello\_\_\_\_\_ Mrs. Hample\_\_\_\_\_

**XI. 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\_\_\_\_\_

**XII. 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\_\_\_\_\_