

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 5:00 p.m.
AUGUST 22, 2023

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

Mrs. Hample called 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. Bettermann, Mrs. Mencer, Mr. Peach, Mrs. Ryan, Dr. Cerciello, Mrs. Hample

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

Absent: Mrs. Fiore, Mrs. Podgorski, Mrs. Wolf

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Dr. Hart shared an update on the status of the district's application for Preschool Education Aid, funding which if awarded would help general education 3 and 4-year old children attend Readington Township Public Schools for free. The application included partnership with 3 private providers in the first year: Berry Patch, Stanton Learning Center, and Whitehouse Prep. Others are planned for future years. Private providers are necessary in the application process to gain 10 additional points as well as due to limited physical space available in the district's current buildings. The preschool program would entail curriculum allowable by state standards, certain mandatory personnel to oversee and support the program, certificated teaching staff and teaching aides, nursing staff, transportation, supplies, among other things. Coordination between entities is required to provide consistency in preschool programming, with coach and intervention supports along with standard observation models for staff oversight. Year 1 will include 7 preschool classrooms totaling 105 students, covering January through June 2023. Year 2 and Year 3 would see a scale up to full district-wide preschool for anticipated children of age per state guidelines. A lottery system would be implemented with low-income prioritization potentially in Year 1, which is consistent with lottery already existing for preschool programs existing in the district. Questions regarding the program were asked by the board members with Dr. Hart providing responses. There is a resolution on this evening's board agenda that is required to finalize the application process. Program would commence January 2, 2024 should the board vote in favor and funding be awarded by the state.
- Dr. Hart provided an update on housing developments in the township boundaries and impact on student enrollment and programming.

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

- None

V. CORRESPONDENCE

- None

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01
Motion: Mrs. Bettermann 2nd: Mrs. Ryan Roll Call Vote: Carried 6 Yes
- 1.01 Emergency Virtual or Remote Instruction Plan 2023-2024

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02
Motion: Dr. Cerciello **2nd: Mr. Peach** **Roll Call Vote: Carried 5 Yes**
(Mrs. Hample abstained)
- 2.01 Motion to approve the Meeting Minutes July 18, 2023.
- 2.02 Motion to approve the Executive Session Minutes July 18, 2023.

C. FINANCE/FACILITIES

Committee Report: Dr. Cerciello provided minutes of the meeting held on August 16, 2023.

3. Motion to adopt 3.01 - 3.10
Motion: Dr. Cerciello **2nd: Mrs. Mencer** **Roll Call Vote: Carried 6 Yes**
- 3.01 Motion to approve the **Bill List** for the period from **July 20, 2023 through August 23, 2023** for a total amount of **\$3,459,286.08**.
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule August 22, 2023** for a total amount of **\$5,212.20**.
(Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **June 2023** for a total amount of **\$2,544,523.28**.
(Attachment 3.03)
- 3.04 Motion to ratify and approve the following **Account Transfers for June 1, 2023 through June 30, 2023**.
(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for June 1, 2023 through June 30, 2023**.
(Attachment 3.05)
- 3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: June 30, 2023 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of June 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 June 30, 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 June 30, 2023.
(Attachment 3.06-3.06a)

- 3.07 Motion to approve the 2023-2024 bus routes.
(Attachment 3.07)
- 3.08 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 3.08)

- 3.09 Motion to approve proprietary software from Frontline titled Human Capital Analytics at a cost of \$10,126.77 to be paid through the ESSER/ARP funds.
- 3.10 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (the “Board”) has established a capital reserve account pursuant to N.J.S.A. 18A:21-2 and N.J.S.A.18A:7G-31 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the capital reserve account to implement a capital project in the Readington Township School District’s (“District”) Long Range Facility Plan (“LRFP”) as required pursuant to N.J.S.A. 18A:7G-4(a) and N.J.A.C. 6A:26-2; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14.1, the Board may, by resolution, transfer funds from the capital reserve account to the line items in the capital outlay major account/fund to fund the total costs, less any excess costs, of a school facilities project; and

WHEREAS, the Board of Education hereby authorizes the use of capital reserve to fund this project; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS: that: the district has a long range facilities plan and wants to formally amend it to approve the submission of the Readington Middle School main office renovation formally to the State of New Jersey as a capital project, project # 4350-050-24-1000. The Readington Township Board of Education authorizes the Business Administrator to solicit bids for Readington Middle School main office renovations 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.

D. EDUCATION/TECHNOLOGY

Committee Report: Mrs. Ryan provided minutes of the meeting held on August 17, 2023.

4. Motion to adopt 4.01 - 4.09
Motion: Dr. Cerciello 2nd: Mrs. Ryan Roll Call Vote: Carried 6 Yes
- 4.01 Motion to apply and accept a cybersecurity grant to be used for cybersecurity hardware, software and services for \$3,379,748.00 for the 2023-2024 school year.
- 4.02 Motion to approve the OOD contracts for the 2023-2024 School Year:

STUDENT #	SCHOOL NAME	ESY TUITION	SCHOOL YEAR TUITION
S-277	Somerset Hills	\$19,938.90	\$119,633.40
S-065	The Calais School	\$12,257.40	\$73,544.40
S-035	NJ Institute for Disabilities/Lakeview School	\$16,443.60	\$98,661.60
S-026	Future Foundation Academy	\$5,800.00 \$42,63.00	\$62,820.00 \$45,360.00 Related Services

S-029	Branchburg School District	\$14,726.00	\$30,565.00 \$82,355.00 1:1 Aide \$6,695.00 Amin. Fees
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- 4.03 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
Katie Lynch	NJCU/Graduate School Nurse Certification Program	Three Bridges School/ Stephanie Armstrong	09/01/2023 - 12/21/2023
Cadence Ottenstroer	Raritan Valley Community College	Readington Middle School Robert Pycior	9/11/2023 - 12/21/2023

- 4.04 Motion to adopt the attached list of field trips for the 2023-2024 school year.
(Attachment 4.04)
- 4.05 Motion to adopt the attached list of HSA fundraisers for the 2023-2024 school year.
(Attachment 4.05)
- 4.06 Motion to adopt the following fundraisers for the 2023-2024 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Three Bridges School	Personalized Label Sale	TBS Student Activity Fund
Holland Brook School	Turkey Trot	HBS Student Activity Fund
Holland Brook School	Giving Hope – Bake Sale	HBS Student Activity Fund
Readington Middle School	Showcase of Music	RMS Student Activity Fund
Readington Middle School	Valentine's Day Dance/Bake Sale	RMS Student Activity Fund Hugs for Brady, Grow-A-Row, Flemington Food Pantry
Readington Middle School	School Store Items	RMS Student Activity Fund Hugs for Brady, Grow-A-Row, Flemington Food Pantry
Readington Middle School	Bake Sales	RMS Student Activity Fund Hugs for Brady, Grow-A-Row, Flemington Food Pantry
Readington Middle School	Halloween Bash/Bake Sale	RMS Student Activity Fund Hugs for Brady, Grow-A-Row, Flemington Food Pantry

- 4.07 Motion to apply for and accept Preschool Education Aid in the amount of \$1,671,030.00 for the 2023-2024 school year.
- 4.08 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 2023-2024 school year.
- 4.09 Motion to approve Applied ABC Consultant to supply a Behavior Technician for the 2023-2024 school year at a rate of \$80.00/hr.

E. PERSONNEL

Committee Report: Dr. Cerciello provided minutes of the meeting held on August 3, 2023.

5. Motion to adopt 5.01 - 5.22

- 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
Robin Garrabrant	Substitute Teacher/Aide
Arthur Berman	Substitute Teacher/Aide
Cathy Hons	Substitute Teacher/Aide
Kasey Stephens	Substitute Aide
Linda Koval	Substitute Nurse
Patricia Kavanaugh	Substitute Aide

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

NAME	POSITION	EFFECTIVE DATE
Krystal Gould	Aide/Special Education (WHS) 30-04-D3/alo	07/24/2023
Gianna DeSapio	Aide/Special Education (HBS) 30-02-D3/aya	07/31/2023
Samantha D'Antuono	Aide/Special Education (TBS) 30-03-D3/bbw	07/06/2023
Jennifer Percario	Aide/Special Education (HBS) 30-02-D3/aso	08/14/2023

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

NAME	POSITION	SALARY/STEP CHANGE	EFFECTIVE DATE
Barbara (Bobbie) Bolandi	Behavioral Health Counselor (RMS) 20-01-03/bca	\$70,000.00 Unaligned To be paid through ESSER/ARP grant	09/01/2023 - 06/30/2024
Donna Cramer	Secretary/CST (BOE) 50-05-D4/amo	\$50,140.00 Secretary Step 11-12 (12)	08/14/2023 - 06/30/2024
Marianne Schultz	Aide/Special Education (HBS) 30-02-D3/aya	\$23.48/hr Aide NC Step 18	09/01/2023 - 06/30/2024

Kathleen Suchorsky	Interim Principal (TBS) 10-03-D1/aai	\$65/hr	08/21/2023 - 10/14/2023
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5.04 Motion to accept the Superintendent's recommendation and approve the following appointments:

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Jennifer Ulloa	Aide/Special Education (HBS) 30-02-D3/bbc	\$22.92/hr Aide C Step 10	09/01/2023 - 06/30/2024
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 - 01/31/2024
Renee Whitman	Aide/Special Education (TBS) 30-03-D3/azh	\$24.12/hr Aide NC Step 20	09/01/2023 - 06/30/2024
Renee Delia	Aide/Special Education (HBS) 30-02-D3/aya	\$19.13 Aide NC Step 2	09/01/2023 - 06/30/2024
Lisa Hills	Aide/Special Education (TBS) 30-03-D3/alo	\$19.13/hr Aide NC Step 2	09/01/2023 - 06/30/2024
Robert Lauck	Bus Driver (Transportation) 80-06-D6/aus Cafeteria Aide (HBS) 40-02-D3/bad	\$27.75/hr Bus Driver Step 7 \$16.00/hr Step 1	09/01/2023 - 06/30/2024

5.05 Motion to accept the Superintendent's recommendation and approve the following job description:
(Attachment 5.05)

- Behavioral Health Counselor

5.06 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
Daniel Kimple	Transfer From: To:	30-01-D3/awy 30-04-D3/aqh	RMS Aide/Special Education WHS Aide/Special Education
Jacqueline Campanale	Transfer From: To:	30-04-D3/aqh 30-01-D3/awy	WHS Aide/Special Education RMS Aide/Special Education
Jessica Gass	Transfer From: To:	30-02-D3/awy 30-03-D3/awy	HBS Aide/Special Education TBS Aide/Special Education
Meredith Kane	Transfer From: To:	30-01-D3/bba 30-02-D3/bba	RMS Aide/Special Education HBS Aide/Special Education

Lisa Hills	Transfer From: To:	30-04-D3/alo 30-03-D3/alo	WHS Aide/Special Education TBS Aide/Special Education
Catherine Way	Transfer From: To:	20-01-D2/aec 20-01-D2/adb	RMS Teacher/Math Grade 6 RMS Teacher/Math Grade 7/8
Megan Greco	Transfer From: To:	20-01-D2/adb 20-01-D2/aec	RMS Teacher/Math Grade 7/8 RMS Teacher/Math Grade 6

5.07 Motion to approve the Officials Rate for the 2023-2024 school year for Readington Middle School Athletics. (Attachment 5.07)

5.08 Motion to approve the following mentors for the 2023-2024 school year:

NEW STAFF MEMBER	SCHOOL	POSITION	MENTOR
Erin Buttgerreit	RMS	LTS-LA Teacher	Shaina Mirsky
Jacqueline Ganguzza	HBS	Grade 5 Teacher	Tricia Noonan
Philip McGinty	RMS	Math Teacher	Carey-Anne Hendershot
Caroline Petrusky	HBS	SE Teacher	Olivia Orlowski
Krystiana Sellers	WHS	Physical/Health Teacher	Edward Dubroski

5.09 Motion to accept the Superintendent's recommendation and approve stipend payments for the following teachers participating in the 2023 Summer Teacher Academy sessions:

STAFF MEMBER NAME	SCHOOL	SESSION	STIPEND
Michelle Mielke	WHS	Mentor/Buddy Teacher Leadership Academy	\$135.00
Shaina Mirsky	RMS	Mentor/Buddy Teacher Leadership Academy	\$135.00
Olivia Orlowski	HBS	Mentor/Buddy Teacher Leadership Academy	\$135.00
Marisa Dotro	TBS	Mentor/Buddy Teacher Leadership Academy	\$165.00
Tricia Noonan	HBS	Mentor/Buddy Teacher Leadership Academy	\$165.00
Kristy Pieloch	WHS	Mentor/Buddy Teacher Leadership Academy	\$135.00
Marybeth Schwarz	RMS	Mentor/Buddy Teacher Leadership Academy	\$135.00
Ellen Goodfellow	RMS	Mentor/Buddy Teacher Leadership Academy	\$165.00

5.10 Motion to remove Jennifer Higdon as HBS Grade 4 Team Leader and to approve Melissa Truempy as HBS Grade 4 Team Leader for the 2023-2024 school year.

5.11 Motion to accept the Superintendent's recommendation to approve the attached list of thank you and recognition stipends. (Attachment 5.11)

5.12 Motion to accept the Superintendent's recommendation and approve stipend payments for the following coaches for their facilitation on September 5, 2023, In Service Day.

NAME	SESSION	STIPEND
Nicole Maraventano	Fifth Grade Focus Group Discussions	\$90.00
Jodi Rehrig	Fifth Grade Focus Group Discussions	\$90.00

- 5.13 Motion to approve Paraprofessional hours for the 2023-2024 school year.
(Attachment 5.13)
- 5.14 Motion to approve Bus Driver and Cafeteria Aide hours for the 2023-2024 school year.
(Attachment 5.14)
- 5.15 Motion to approve all staff as substitutes for stipends listed in the Readington Township Education Association Collective Bargaining Agreement for the 2023-2024 school year at their contractual rate.
- 5.16 Motion to accept the Superintendent's recommendation and approve the attached list of Instructional Aide Recruitment Stipends for the 2023-2024 school year.
(Attachment 5.16)
- 5.17 Motion to accept the Superintendent's recommendation and approve the attached list of Transportation Services Stipends for the 2023-2024 school year.
(Attachment 5.17)
- 5.18 Motion to approve Marybeth Schwarz to provide home instruction for student H-202113 for 5 hours per week until August 31, 2023.
- 5.19 Motion to increase Anne Romano hours for Extended School Year to 5 hours per day for 20 days.
- 5.20 Motion to approve the following teacher's Emily Bengles, Kelly Parks, Maria de los Santos, Yolanda Lima, Colleen Caballero, Jose Fernandez, Lilien Drew, Melinda Schlehle, Dawn LoCalio, Lori Gabrielson, Yolanda Campuzano, to translate for the 2023-2024 school year, at \$30/hour not to exceed \$2,000.00. cumulatively.
- 5.21 Motion to amend motion 5.21 from the June 13, 2023 agenda to approve all special education and general education teachers to attend Special Education Planning, Eligibility, and IEP meetings between July 1 - August 31, 2023 at their contractual rate not to exceed 70 hours collectively.
- 5.22 Motion to approve Katie Lynch, Nancy Kelly and Stephanie Armstrong for 10 hours each to work during the summer to review school physicals at their summer hourly rate.

F. COMMUNICATION

Committee Report: Mrs. Bettermann provided minutes of the meeting held on July 19, 2023.

6. Motion to adopt 6.01 - 6.02
Motion: Dr. Cerciello 2nd: Mr. Peach Roll Call Vote: Carried 6 Yes
- 6.01 Motion to accept the Superintendent's Recommendation and approve the following policies for first reading:
(Attachment 6.01)
- Policy 5305 - Health Services Personnel
 - Policy 5308 - Student Health Records
 - Policy 5310 - Health Services
 - Policy 2419 - School Threat Assessment Teams
- 6.02 Motion to adopt the following resolution regarding student cell phone use:
- WHEREAS**, the Readington Township Board of Education ("Board") desires to provide guidance, direction, and resources for parents and families in regard to the appropriate use of cell phones for children; and
- WHEREAS**, the Board has adopted Policy 5516 - Use of Electronic Communication and Recording Devices (ECD), Policy 2361 - Acceptable Use of Computer Network/Computers and Resources, and Policy 2362 - Pupil Use of Privately-Owned Technology as guidelines for cell phone use; and

WHEREAS, the Board of Education wishes for parents and families to make informed, age appropriate choices when purchasing a cell phone for their children; and

WHEREAS, Common Sense Media references that 42% of children have a cell phone by age 10, 71% by age 12, and by age 14 approximately 91% of children have cell phones. These staggering numbers combined with the potential dangers of cell phones such as: limited in-person social interaction, excessive use of games, unfettered access to internet sources, and social media can be problematic to the educational mission of the Board.

WHEREAS, the district administration has observed a connection between incidents of student disciplinary action, bullying, and inappropriate social media use; and

WHEREAS, the American Psychological Association (APA) recently published ten recommendations for adolescent social media use and advocated that “age-appropriate use of social media should be based on each adolescent’s level of maturity (e.g., self-regulation skills, intellectual development, comprehension of risks, and home environment)” and the U.S. surgeon general warned that there is not enough evidence to show that social media is safe for children and teens; and

WHEREAS, the Board and district administration showed the film Screenagers: Growing up in the Digital Age and Screenagers The Next Chapter: Uncovering Skills for Stress Resilience as methods of providing parent and student support and education regarding the technology and well-being in the digital age; and

WHEREAS, the Board is continuously committed to the safety and well-being of children through its strategic goals.

NOW THEREFORE BE IT RESOLVED that the Board hereby directs the Superintendent of Schools to provide opportunities for parent education and resources regarding cell phone and social media use as deemed appropriate by the district administration.

VII. UNFINISHED BUSINESS

- Mrs. Hample announced the NJSBA Convention October 2023 registration housing deadline is September 22, 2023.

VIII. NEW BUSINESS FROM BOARD

- Mrs. Hample conveyed Judith Wilson, consultant, will send directly to board members a survey to complete before September 12, 2023 board meeting which shall encompass a board retreat.
- Mrs. Bettermann provided minutes of the Green Committee meeting held on August 14, 2023, which is a strategic priority planning for the 2023-24 school year.

IX. OPEN TO THE PUBLIC

- None

X. EXECUTIVE SESSION - 6:32 p.m.

Motion: Mr. Peach

2nd: Mrs. Mencer

Roll Call Vote: Carried 6 Yes

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 action will 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.

XI. RETURN TO PUBLIC SESSION - 6:40 p.m.

Motion: Mr. Peach

2nd: Dr. Cerciello

Roll Call Vote: Carried 6 Yes

No action taken

XII. ADJOURNMENT - 6:41 p.m.

Motion: Mr. Peach

2nd: Mrs. Mencer

Roll Call Vote: Carried 6 Yes

Respectfully submitted,

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

**Carol Hample
President, Board of Education**