

READINGTON TOWNSHIP BOARD OF EDUCATION
Holland Brook School Board of Education Meeting Room
Regular Meeting 7:00 p.m.
October 16, 2018

MINUTES

Call to Order by Board President – Open Public Meetings Act – Roll Call

Laura Simon call the meeting to order at 7:00 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 may be taken.

Present: Wayne Doran, Carol Hample, Robyn Mikaelian, Melissa Szanto, Anna Shinn, Laura Simon

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

Absent: Ray Egbert, Thomas Wallace, Eric Zwerling

Flag Salute

Eric Zwerling arrived at 7:03 p.m.

SUPERINTENDENT'S REPORT

- Highlight: Readington Middle School
 - Student Council presented yearlong efforts to better the school and community: perform fundraising for charity, attend conferences for learning experiences and be role models. Sharon Moffatt, Dr. Hart and the board recognized the students' tremendous efforts and hard work.
- Denise Birmingham Recognition
 - Dr. Hart recognized Ms. Birmingham's dedication and hard work at the RMS garden, which won a distinguished award from the Pennsylvania Horticultural Society, where over 300 entries submitted. A reception will be held by said organization in her honor in Philadelphia, PA during the month of November 2018.
- Board Goals 2018-2019
 - Ms. Gwen Thornton presented an overview of the process of setting goals and reflecting on the superintendent evaluation, which was recently modified by the State of NJ. The board had dialogue to set goals for the 2018-2019 school year. Proposed goals are:
 - To continue to improve communications and expand community engagement with all stakeholders.

- To set budget parameters that maintain the depth, breadth and quality of the educational and co-curricular program while remaining fiscally accountable to the community.
- Continue to advance the goals of individual and institutional sustainability through the integration of solar data into the STEM curriculum
- To continue to upgrade and refine safety and security measures to ensure student and staff safety.
- To assess the district's current programs in Social-Emotional Learning and determine necessary programming for the future.

Board Goal 2018-2019

- Explore the restructuring of the board through reduction of board membership from nine members to seven and realigning committees to reflect the reduction in membership.

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

- None

CORRESPONDENCE

- Email R.G.

ADMINISTRATIVE REPORTS

Motion to adopt 1.01

Motion: Mr. Doran Second: Mrs. Shinn Roll Call Vote: Carried 7 Yes

1.01 September 2018 Enrollment and Drill Reports

MINUTES

Motion to adopt 2.01

Motion: Mrs. Shinn Second: Mrs. Szanto Roll Call Vote: Carried 7 Yes

2.01 Motion to approve the Meeting Minutes September 25, 2018.

FINANCE/FACILITIES

Committee Report: None

Motion to adopt 3.01 – 3.06

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 7 Yes

- 3.01 Motion to approve the **Bill List** for the period from **September 27, 2018** through **October 17, 2018** for a total amount of **\$384,194.86**.
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule October 16, 2018** for a total amount of **\$3,941.87**.
(Attachment 3.02)
- 3.03 Motion to approve **Payroll for the month of August 2018** for a total amount of **\$884,928.76**.
(Attachment 3.03)
- 3.04 Motion to approve the following **Account Transfers** for **August 1, 2018 Through August 31, 2018**.
(Attachment 3.04 - 3.04a)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: August 31, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of August 31, 2018 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. 6:23-2.11(c)4, we certify that as of August 31, 2018 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 August 31, 2018.
(Attachment 3.05 & 3.05a)

- 3.06 Motion to terminate parental transportation contract for student #S-073/749623 to Montgomery Academy 2018-19 school year, effective October 12, 2018.

EDUCATION/TECHNOLOGY

Committee Report: Anna Shinn provided minutes from meeting held on October 10, 2018 meeting.

Motion to adopt 4.01- 4.12

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 7 Yes
(Mrs. Hample abstained from motion 4.09)

- 4.01 Motion to approve Summit Speech School to provide consultation from an Itinerant Teacher of the Deaf for student #982922 for 2 hours a month between September 2018 and June 2019 at a rate of \$155/hour.
- 4.02 Motion to ratify LearnWell to provide home instruction for student #659523 effective October 1, 2018 through October 30, 2018. Billing is \$47.00 per hour not to exceed 5 hours per week.
- 4.03 Motion to approve the submission of the BASF Science Education Grant for \$5,000 to help obtain a living laboratory and an environmental innovative center.
- 4.04 Motion to amend the submission of our 2018-2019 ESSA application and acceptance of funds for the rollover of the following:
- Title IIA \$102
Title III \$2,680
- 4.05 Motion to approve the attached tuition agreement for the following Great Meadows Regional School students to attend Readington Township Schools for the 2018-2019 school year at \$18,801 per student, as per tuition rates approved on April 24, 2018 agenda.
(Attachment 4.05)

STUDENT #
919424
278624

- 4.06 Motion to adopt the following curriculum and the curriculum addendum for the 2018-2019 school year:

CURRICULUM
Enrichment
Gifted and Talented
Financial Literacy
Accommodation and Modification Addendum

(Attachment 4.06-4.06c)

- 4.07 Motion to accept the Superintendent's recommendation and approve the following Student Teacher Observation placement in the Readington Township School District as follows:

STUDENT OBSERVATION/ SCHOOL	COOPERATING SPEECH LANGUAGE THERAPIST	EFFECTIVE DATES
Kayla Trotter Penn State University	Courtney D'Onofrio – TBS	November 19, 2018 November 20, 2018

- 4.08 Motion to adopt the following additional field trips for the 2018-2019 school year.

SCHOOL	GROUP	TRIP	LOCATION	COST TO PARENT
RMS	G&T/Enrichment	STEAM Tank	Atlantic City NJ	\$40.00
RMS	G&T/Enrichment	STEAM Tank Finals	Atlantic City NJ	TBD

- 4.09 Motion to apply for and accept a mini grant from the Readington Township HSA in the amount of \$407.95, to be used for Grade 5 Language Arts and Social Studies (Haber Kern) classroom communication enhancement (ipads and cases).

- 4.10 Motion to adopt the following list of fundraisers for Holland Brook School and Readington Middle School for the 2018-2019 school year:

GROUP/RECIPIENT	FUNDRAISER	TIME PERIOD
UNICEF's Emergency Relief Program	RMS Hats for Hurricanes	10/12/2018
Readington Booster Club	RMS Pasta Fundraiser	11/16/2018 – 11/30/2018
HSA Fine and Performing Arts Committee	HBS Talent Show	6/13/2019

- 4.11 Motion to terminate the tuition agreement with Montgomery School for student #S-073/749623 to attend the designated out of district programs for the 2018-2019 school year effective October 12, 2018.

- 4.12 Motion to accept the Superintendent's recommendation and approve home instruction for student S-082 for 10 hours a week effective September 6, 2018 through December 6, 2018 at a rate of \$70/hour, through Oxford Consulting Services.
(Attachment 4.12)

PERSONNEL

Committee Report: Melissa Szanto provided minutes from meeting held on October 9, 2018.

Motion to adopt 5.01 - 5.08

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 7 Yes
(Wayne Doran abstained from motion 5.07)

- 5.01 Motion to accept the Superintendent's recommendation and rescind the following appointment:

NAME	POSITION	SALARY/STEP
Allison Cornyn	School Nurse (RMS) (20-01-D2/awx)	\$65,790 BA Step 13

- 5.02 Motion to accept the Superintendent's recommendation and approve the following new position of TBS Cafeteria Aide (40-03-D3/bao) for the 2018-2019 school year.

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Devan DePhillips	Aide/Special Ed (TBS) 30-03-D3/agh	\$17.12/hr. AIDE NC Step 2 (prorated)	10/17/2018 - 06/30/2019
Scott Danberry (repl. Shelton Bryant)	Head Custodian (TBS) 70-03-D5/apj previous position 70-05-D5/aop	\$44,503 Custodian Step 6-9 (prorated)	10/17/2018 - 06/30/2019
Joshua Eberts (repl. Scott Danberry)	Maintenance Mechanic (BOE) 70-05-D5/aop previous position 70-01-D5/aot	\$40,000 unaligned (prorated)	10/17/2018 - 06/30/2019
Beverly Betsko	Bus Driver (Transportation) 80-06-D6/bap Cafe Aide (TBS) 40-03-D3/bao	\$24.75/hr. 4.75hrs./day Bus Driver Step 4 (prorated) \$10.19/hr. 2.5hrs./day Cafe Aide Step 1 (prorated)	10/17/2018 - 06/30/2019 10/17/2018 - 06/30/2019
David Rego Jr.	Bus Driver (Transportation) 80-06-D6/aob	\$24.75/hr. 4.5hrs./day Bus Driver Step 4 (prorated)	10/17/2018 - 06/30/2019

- 5.04 Motion to accept the Superintendent's recommendation and approve stipends for the following teachers facilitating courses for the Readington Township 2018 Fall Teacher Academy Program:

Facilitator	School	Session	Stipend
Bengels, Emily	WHS	Generational Theory for Teachers K - 8	\$135
Berkin, April	HBS	SmartBoard/Notebook Grades K - 3	\$90
Berkin, April	HBS	SmartBoard/Notebook Grades 4 - 8	\$90

Bruno, Theresa	TBS	The Loving Push (Book Study)	\$75
Gibbons, Heather	TBS	Teaching the Brain to Read (Book Study)	\$90
Heller, Jen	TBS	Multisensory Reading Level 1	\$135
Heller, Jen	TBS	Multisensory Reading Level II	\$135
Kilpatrick, Christy	TBS	The Loving Push (Book Study)	\$75
Kovacs, Linda	HBS	SmartBoard/Notebook Grades K - 3	\$90
Kovacs, Linda	HBS	SmartBoard/Notebook Grades 4 - 8	\$90
Krayem, Michele	HBS	Tech Tools for the Tech Savy	\$90
Lewis, Christine	TBS	Science Notebooking for Little Learners	\$90
Marsh, Pauline	TBS	The Loving Push (Book Study)	\$75
Patterson, Kelly	HBS	Ditch that Homework (Book Study)	\$135
Rehrig, Jodi	HBS	Ditch that Homework (Book Study)	\$135
Roarty, Ann	RMS	What Exactly is an Educational Evaluation? Grades K - 3	\$90
Roarty, Ann	RMS	What Exactly is an Educational Evaluation? Grades 4 - 8	\$90
Singer, Stephanie	RMS	Brainstorming Makery Collaboration Opportunities	\$90
Yunos, Paul	RMS	Yoga for Beginners Grades K - 3	\$90
Yunos, Paul	RMS	Yoga for Beginners Grades 4 - 8	\$90

5.05 Motion to approve Diane Krasovec, RN, to provide nursing services at home Wrestling matches in December 2018 and January 2019, for a total of 12 hours, at a rate of \$30/hr. per contractual rate.

5.06 Motion to authorize the Superintendent to hire for the position of Network Administrator between October 16 through November 13, 2018 upon verbal approval from the Board of Education president and chairperson of the Personnel Committee. The motion for approval of personnel will be brought to the Board for ratification at the next scheduled Board meeting.

5.07 Motion to approve Laurie Livesey as chaperones for Pep Band at RMS at her contractual rate per hour for the 2018-2019 school year.

5.08 Motion to approve Jill Komosinski, RN, to attend the 8th grade Philadelphia trip on November 1, 2018, at a rate of \$30 per hour, not to exceed 6 hours.

COMMUNICATION

Committee Report: Robyn Mikaelian provided minutes from the meeting held on September 25, 2018.

Motion to adopt 6.01

Motion: Mrs. Szanto

Second: Mrs. Shinn

Roll Call Vote: Carried 7 Yes
(Anna Shinn abstained)

6.01 Motion to approve the following policy for first read:

- Policy 7510

UNFINISHED BUSINESS

- RMS cafeteria lines - Dr. Hart provided an update on RMS cafeteria lines with options to create better efficiencies such as grab-and-go containers, increase staff on deli days (1 to 3), and students getting 5 more minutes on specific days.

NEW BUSINESS FROM BOARD

- Eric Zwerling provided minutes from the Green Committee meeting held on September 27, 2018
- It was highlighted that a one year term is available for school board member with no persons running so shall be filled by write-in.
- Carol Hample provided HSA business meeting highlights:
 - Voted in new board members including communications member
 - 52% of \$17,000 investing in your child
 - \$500 to each school
 - 4 scholarships at \$500 to pursue higher education
 - 7 mini grants to teachers
 - 1 executive opening for TBS
 - Chair positions open at each school
- On November 13th (RMS, HBS) and 16th (WHS, TBS), board members will tour the buildings for American Education Week

OPEN TO THE PUBLIC

- Marie Patenta, community member, asked about student enrollment and the \$5,000 grant on the agenda, with Mrs. Simon providing answers. She also provided thoughts on the solar panels reflecting on Green Committee minutes provided.

EXECUTIVE SESSION - 8:46 p.m.

Motion: Mr. Doran Second: Mrs. Shinn Roll Call Vote: Carried 7 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 litigation and student matters for approximately 30 minutes at which time the Board expects to return to Public Session with no action to be taken. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, if is not presently known when such circumstances will exist.

At 9:16 p.m., Mr. Bohm saw no one present and executive session continued.

RETURN TO PUBLIC SESSION - 9:28 p.m.

Motion: Mrs. Shinn Second: Mr. Doran Roll Call Vote: Carried 7 Yes

ADJOURNMENT

Motion to Adjourn at 9:29 p.m.

Motion: Mrs. Shinn Second: Mrs. Hample Roll Call Vote: Carried 7 Yes

Respectfully submitted,

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

**Laura Simon
President, Board of Education**