

# **READINGTON TOWNSHIP BOARD OF EDUCATION**

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

## **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**

Mr. Rizza called the meeting to order at 6:00 p.m. and announce 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. Cassidy, Mrs. Fiore, Mrs. Podgorski, Mrs. Rad, Mrs. Ryan, Mrs. DePinto, Mr. Rizza

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

**Absent:** Mr. Lopes, Mrs. Mencer

### **II. FLAG SALUTE**

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

- Dr. Hart provided an overview of the 2025-2026 budget development process and welcomed administration to present their department budgets:
  - Dr. Brown and Ms. Pauch, Supervisors, presented the Curriculum Department budget.
  - Mr. Belske, Technology Coordinator, presented the IT Department budget.
  - Staci Beegle, Director of Pupil Services, and Mr. Tumolo, Supervisor, presented the Pupil Services Department budget.
  - Mr. Race, Facilities Manager, presented the Facilities Department budget.
  - Ms. Cole, Transportation Supervisor, presented the Transportation Department budget.
  - Mr. Bohm, Business Administrator, presented the Central Administration budget and shared a brief overview of the Personnel and Benefits budget, which shall be discussed in more detail in executive session due to nature of matter. Public information on personnel and benefits shall be shared with the public at the March 11, 2025 board meeting.

### **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 - 1.03   |                                  |                                      |
|      | <b>Motion: Mrs. DePinto</b>   | <b>2<sup>nd</sup>: Mrs. Ryan</b> | <b>Roll Call Vote: Carried 7 Yes</b> |
|      | Motion to adopt 1.04  |                                  |                                      |
|      | <b>Motion: Mrs. DePinto</b>   | <b>2<sup>nd</sup>: Mrs. Ryan</b> | <b>Roll Call Vote: Carried 7 Yes</b> |
| 1.01 | Motion to approve the Enrollment and Drill Reports January 2025.<br>(Attachment 1.01)               |                                  |                                      |
| 1.02 | RMS Quarterly Discipline Report Quarter 2/November 15, 2024 - January 31, 2025<br>(Attachment 1.02) |                                  |                                      |

1.03 Motion to accept the HIB reports and affirm the Superintendent's decisions:

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

1.04 Motion to approve the following resolution:

**WHEREAS**, the Readington Township Board of Education conducted a long term suspension hearing for student, whose name is on file, on November 12, 2024 in accordance with the NJ Administrative Code and Regulations, Board Policy and the Student Handbook, and

**WHEREAS**, the Readington Township Board of Education approved the suspension for the balance of the 2024-2025 school year on November 12, 2024 and alternative placement for the student's educational programming on December 10, 2024; and

**NOW THEREFORE BE IT RESOLVED**, the Board hereby approves the continued suspension of the student and current placement with no modification for the 2024-2025 school year, pursuant to NJ Administrative code and regulations. The Board shall review this matter at each subsequent regular Board meeting for appropriateness.

## B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02

**Motion: Mrs. DePinto**  
(Mrs. DePinto abstained)

**2<sup>nd</sup>: Mrs. Ryan**

**Roll Call Vote: Carried 6 Yes**

2.01 Motion to approve the Meeting Minutes January 21, 2025.

2.02 Motion to approve the Executive Session Meeting Minutes January 21, 2025.

## C. FINANCE/FACILITIES

**Committee Report:** Mr. Rizza provided minutes of the meeting held on January 31, 2025.

3. Motion to adopt 3.01 - 3.09

**Motion: Mrs. Ryan**

**2<sup>nd</sup>: Mrs. DePinto**

**Roll Call Vote: Carried 7 Yes**

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.

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. 6A:23A-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)

#### **D. EDUCATION/TECHNOLOGY**

**Committee Report:** None

4. Motion to adopt 4.01 - 4.05  
**Motion:** Mrs. Ryan                      **2<sup>nd</sup>:** Mrs. DePinto                      **Roll Call Vote:** Carried 7 Yes
- 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 Orłowski and Patricia Dowden	02/13/2025 - 05/30/2025

- 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.

## E. PERSONNEL

**Committee Report:** Mrs. Podgorski provided minutes of the meeting held on January 22, 2025.

5. Motion to adopt 5.01 - 5.10

**Motion: Mrs. Ryan**

**2<sup>nd</sup>: Mrs. DePinto**

**Roll Call Vote: Carried 7 Yes**

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	06/30/2025

	(HBS) 20-02-D2/ahf	
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

## **D. COMMUNICATION**

**Committee Report:** Mrs. DePinto provided minutes of the meeting held on January 23, 2025.

6. Motion to adopt 6.01 - 6.02

**Motion: Mrs. Ryan**

**2<sup>nd</sup>: Mrs. DePinto**

**Roll Call Vote: Carried 7 Yes**

- 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)

## **VII. UNFINISHED BUSINESS**

- None

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

- Mr. Rizza announced the Special Board Meeting February 25, 2025, starting at 6:00 p.m. for the referendum.
- Delegate Reports - None

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

- None

## **X. EXECUTIVE SESSION - 7:43 p.m.**

**Motion: Mrs. Ryan**

**2<sup>nd</sup>: Mrs. Rad**

**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 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.

## **XI. RETURN TO PUBLIC SESSION - 9:16 p.m.**

**Motion: Mrs. Ryan**

**2<sup>nd</sup>: Mrs. DePinto**

**Roll Call Vote: Carried 7 Yes**

## **XII. ADJOURNMENT - 9:19 p.m.**

**Motion: Mrs. DePinto**

**2<sup>nd</sup>: Mrs. Ryan**

**Roll Call Vote: Carried 7 Yes**

Respectfully submitted,

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

**Mr. David Rizza**  
**President, Board of Education**