# READINGTON TOWNSHIP BOARD OF EDUCATION

Virtual/In-Person Available at Holland Brook School Board of Education Meeting Room Regular Meeting 6:00 p.m.

February 22, 2022

## **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 6:00 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. Fiore, Mr. Peach, Mrs. Wolf, Mr. Zwerling, Dr. Cerciello, Mrs. Hample

Absent: Mrs. Bettermann, Mrs. Podgorski, Mr. Wallace

Mrs. Bettermann arrived at 6:06 p.m.

#### II. FLAG SALUTE

#### III. SUPERINTENDENT'S REPORT

- Marci Cole, Dispatcher, presented the Transportation Department budget for the 2022-2023 school year
- Donald Race, Facilities Manager, presented the Facilities Department budget for the 2022-2023 school year
- Jason Bohm, Business Administrator, presented the Administration and Personnel/Benefits budget for the 2022-2023 school year
  - o Dr. Hart provided an overview of the tentative budget to be discussed on March 15, 2022 with the final approval on April 26, 2022. He said state aid figures are not out until March 8, 2022 when the Governor's budget is announced. The tax levy and other information shall be shared with the public at the March 15, 2022 Board of Education Meeting. The County Office shall review our budget into early April. Any adjustments shall likely be inclusive in the April 5, 2022 Board of Education Meeting.
- Dr. Hart presented updates on COVID-19. He said the goal is in-person, full-time student instruction to the extent
  possible. Dr. Hart provided data on the virtual and absent students currently compared to January, indicating a
  significant drop in students needing to quarantine or testing positive for COVID-19. Dr. Hart mentioned on March
  7, 2022 masks will be optional in conformity with state recommendations. He also mentioned updated guidelines
  will be announce to the public as they are developed by the NJDOE.
- Dr. Hart talked about graduation for 8th grade at Hunterdon Central. Board members are invited.

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

 Numerous parents and community members asked questions and had comments regarding masks, vaccinated vs. nonvaccinated guidelines, NJDOH guidance, contact tracing, social distancing, among other things regarding to COVID-19.

Dr. Hart responded and shared information that was readily available; however, NJDOH guidelines are forth coming. Dr. Hart indicated the state is issuing guidelines shortly, and although not mandates, the Board is looking out for the best interest of the students and staff with the NJDOE and NJDOH. There could be financial, legal, and safety concern with not following the guidelines. Contact tracing, quarantining, and social distancing needs to be reflected in the new state guidelines.

#### V. CORRESPONDENCE

- Email A.R. Masks & Quarantine
- Email J.H. District Links
- Email K.D. Masks
- Email K.P. Masks

• Email C.P. - Close Contact

#### VI. BOARD ACTION

#### A. APPROVAL OF ADMINISTRATIVE REPORTS

#### **B. APPROVAL OF MINUTES**

2. Motion to adopt 2.01

Motion: Mrs. Fiore 2<sup>nd</sup>: Dr. Cerciello Roll Call Vote: Carried 7 Yes

2.01 Motion to approve the Meeting Minutes February 8, 2022.

## FINANCE/FACILITIES

Committee Report - None

3. Motion to adopt 3.01 - 3.10

Motion: Mrs. Fiore 2<sup>nd:</sup> Dr. Cerciello Roll Call Vote: Carried 7 Yes

- 3.01 Motion to approve the **Bill List** for the period from **February 10, 2022 through February 23, 2022** for a total amount of **\$317,373.36**. (Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule February 22, 2022** for a total amount of **\$1,134.15**. (Attachment 3.02)
- 3.03 Motion to ratify and approve **Payroll and Agency** for the month of **January 2022** for a total amount of **\$2,563,999.17**.

  (Attachment 3.03)
- 3.04 Motion to ratify and approve the following **Account Transfers for January 1, 2022 through January 31, 2022.**(Attachment 3.04-3.04a)
- 3.05 Motion to ratify and approve the **Student Activities Account for January 1, 2022 through January 31, 2022**.

(Attachment 3.05)

3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS: January 31, 2022 Pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of January 31, 2022 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 January 31, 2022 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, 2022. (Attachment 3.06-3.06a)

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

Curriculum Office Renovation Project \$27,500.00 Ancillary fees/reimbursables (not to exceed) \$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 2022; 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 3.07)

- 3.08 Motion to join the Regional McKinney-Vento Grantee Region 1 consortium for Hunterdon County designated as Bergen County Special Services to access the American Rescue Plan (ARP) Act Homeless Children and Youth (ARP-HCY), and apply for and accept funding in the amount of \$2,115.00 to provide programs and/or services for the identification, enrollment, retention, and educational success of children and youths experiencing homelessness.
- 3.09 Motion to approve a consulting service agreement with Education Consortium Telecommunication Saving to apply for and access E-Rate funding for the 2021-2022 school year per attached terms and conditions. (Attachment 3.09)
- 3.10 Motion to award the E-Rate internet services proposal to Lumen Technologies Group as the lowest responsive bidder in the amount of \$3,145 per month for a period of 36 months at 1 GB based on bids received as follows:
  - Lumen \$3,145 / month
  - Comcast \$3,492 / month

# C. EDUCATION/TECHNOLOGY

Committee Report - None

Mrs. Fiore asked about the ELL plan and increase in students anticipated given we are near the state limit in one language. Dr. Hart said Ms. Beegle is using this document to look into program modifications moving forward. The district recently hired another 0.5 English as a Second Language teacher, scheduling and other options to help better serve this student population. The state allows for an annual waive, but may eventually require a full bilingual program.

Mr. Zwerling highlighted the TBS bioswale project. There is a detention basin behind the school and the project is to improve water quality, reduce runoff to adjacent street and waterways, and serve as a living tool for curriculum and students, among other aspects. Grants are primarily financing this endeavor.

4. Motion to adopt 4.01 - 4.04 Motion: Mrs. Fiore

2<sup>nd</sup>: Mr. Peach Roll Call Vote: Carried 7 Yes

4.01 Motion to adopt the following fundraiser for the 2021-2022 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Readington Middle School	Spring Car Wash	Readington Athletic Booster Club

- 4.02 Motion to accept a \$1,000 donation from the Whitehouse Rotary Club to help fund the bioswale project for the detention basin at Three Bridges School.
- 4.03 Motion to approve the ELL (English Language Learners) 3 year program for school years 2021-2024. (Attachment 4.03)
- 4.04 Motion to adopt the following additional field trip for the 2021-2022 school year:

GROUP/GRADE	FIELD TRIP	LOCATION	COST TO PARENT
TBS/Grade 2	Circle in the Square Theatre School	Virtual - TBS	\$3.00

#### D. PERSONNEL

Committee Report - Dr. Cerciello provided minutes of the meeting held on February 17, 2022.

5. Motion to adopt 5.01 - 5.05

Motion: Mrs. Fiore 2<sup>nd</sup>: Dr. Cerciello Roll Call Vote: Carried 7 Yes

5.01 Motion to accept the Superintendent's recommendation and approve the following position control change and designated transfer effective March 1, 2022:

NAME	CHANGE	POSITION	LOCATION	SALARY
Ray Egbert	Transfer From: To:		BOE Payroll/Benefits Specialist BOE Assistant to the Business Administrator	\$79,000.00

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Elizabeth Duque	Cafeteria Aide (TBS) New Position	\$15.00/hr 2.5 hrs./day Step 1 (prorated)	02/10/2022 - 06/30/2022

5.03 Motion to approve the following resignation:

NAME	POSITION	EFFECTIVE DATE
Jeanne May	Teacher/Special Education (RMS) 20-01-D2/aib	06/30/2022

5.04 Motion to approve a change in hours and salary for the following staff members due to change in route assignment:

NAME	POSITION	FROM	то	EFFECTIVE DATES
Barbara Hoff	Bus Driver	7 hrs/day \$40,860.75	7.25 hrs/day \$42,320.06 (prorated)	03/01/2022 - 06/30/2022
Linda Rad	Bus Driver	6 hrs/day \$35,023.50	6.25 hrs/day \$36,482.81 (prorated)	03/01/2022 - 06/30/2022
Justine McAndrews	Bus Driver	6.5 hrs/day \$35,589.13	6.75 hrs/day \$36,957.94 (prorated)	03/01/2022 - 06/30/2022
Linda Giorgianni	Bus Driver	5 hrs/day \$29,186.25	5.25 hrs/day \$30,645.56 (prorated)	03/01/2022 - 06/30/2022

5.05 Motion to accept the Superintendent's recommendation and ratify the following **Substitute Teachers/Aide/Nurses/Bus Driver** paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

NAME	POSITION
Olivia Scharnikow	Substitute Teacher/Aide

## E. COMMUNICATION

Committee Report - None

6. Motion to adopt 6.01

Motion: Mrs. Fiore 2<sup>nd</sup>: Mrs. Wolf Roll Call Vote: Carried 7 Yes

6.01 Motion to accept the Superintendent's recommendation and approve the District Calendar and School Hours for 2022-2023 school year.

(Attachment 6.01)

#### VII. UNFINISHED BUSINESS

 Mrs. Hample provided reminders for the upcoming board tours: March 8, 2022 at Three Bridges School and Holland Brook School, and March 9, 2022 at Readington Middle School and Whitehouse School. Dr. Hart to highlight capital projects during the tour per Mrs. Fiore's request.

## VIII. NEW BUSINESS FROM BOARD

None

## IX. OPEN TO THE PUBLIC

• Parents asked about allergy symptoms being confused with COVID-19 symptom. Dr. Hart indicated that the nurses and Ms. Beegle coordinate on allergies but we will ensure all on the same page vs. the NJDOH guidance.

# X. EXECUTIVE SESSION - 7:53 p.m.

Motion: Mrs. Fiore 2<sup>nd</sup>: Mr. Peach 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 personnel/benefits budget and an HIB for approximately 30 minutes at which time the Board expects to return to Public Session where action 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.

#### XI. RETURN TO PUBLIC SESSION - 8:32 p.m.

Motion: Mrs. Fiore 2<sup>nd</sup>: Mr. Peach Roll Call Vote: Carried 7 Yes

XII. ADJOURNMENT – 8:33 p.m.

Motion: Mrs. Fiore 2<sup>nd</sup>: Dr. Cerciello Roll Call Vote: Carried 7 Yes

Respectfully submitted,

Jason M. Bohm Business Administrator/Board Secretary

Carol Hample President, Board of Education