

READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 5:00 p.m.
July 18, 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

Dr. Cerciello 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. Fiore, Mrs. Mencer, Mrs. Podgorski, Mrs. Ryan, Mrs. Wolf, Dr. Cerciello

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

Absent: Mr. Peach, Mrs. Hample

Mr. Peach arrived at 5:04 p.m.

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Mr. Tumolo, Supervisor, provided an overview of the HIB Self Assessment, an annual state report required by the State of New Jersey where the district evaluates eight core elements of HIB such as programming, training, policy, curriculum and instruction, personnel, reporting, investigation and reporting. Climate teams, school counselors, staff and administration performed the self evaluation leading to the scoring shared with the Board of Education. Areas of focus for next school year were shared such as NJ School Climate Survey, training, curriculum, reviewing policies with students on HIB, among others. A reflection of the history of HIB cases and trends were provided.
- Dr. Hart presented an opportunity to apply for Preschool Education Aid, with Mr. Bohm and Mrs. Beegle assisting. Preschool Education Aid is a funding mechanism that would increase the district's state aid on a per pupil basis to fund preschool programs for general education students, eventually for 90% or more of age-eligible children over a 5-year period of time. Partnerships with local providers would help the district's application if submitted, and active reach out to local schools is occurring. Requirements for application were shared for which the deadline to submit is August 11, 2023. A decision would be made by the State of New Jersey by September 8, 2023 with a requirement to open preschool in a limited capacity in January of 2024, should the district apply and be selected for funding. Various questions and clarifying points were asked by the board with answers being provided by administrators. A general straw poll of the board showed majority support for an application.

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

- A Whitehouse Station Resident asked about state funding for preschool students. Dr. Hart provided an understanding that the rates are preloaded by the State of New Jersey based on county location and determinations made at the state-level. For existing students, the current funding for preschool students is driven by tuition paid by parents, state-funding, and other sources. If the district were to expand to cover all preschool in-house to some capacity, building expansion and other measures would likely be required.

V. CORRESPONDENCE

- Email E.R. - Juneteenth

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01 - 1.04
Motion: Mrs. Fiore **2nd: Mrs. Podgorski** **Roll Call Vote: Carried 8 Yes**
- 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

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02
Motion: Mrs. Fiore **2nd: Mrs. Podgorski** **Roll Call Vote: Carried 6 Yes**
(Mrs. Mencer and Mr. Peach abstained 2.01-2.02)
- 2.01 Motion to approve the Meeting Minutes June 13, 2023.
- 2.02 Motion to approve the Executive Session Minutes June 13, 2023.

C. FINANCE/FACILITIES

Committee Report: Dr. Cerciello provided minutes of the meeting held on July 6, 2023.

3. Motion to adopt 3.01 - 3.14
Motion: Mrs. Fiore **2nd: Mrs. Mencer** **Roll Call Vote: Carried 8 Yes**
- 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.

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.

D. EDUCATION/TECHNOLOGY

Committee Report: None

4. Motion to adopt 4.01 - 4.03
Motion: Mrs. Fiore **2nd:** Mrs. Podgorski **Roll Call Vote:** Carried 8 Yes
- 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.

E. PERSONNEL

Committee Report: Mrs. Podgorski provided minutes of the meeting held on July 12, 2023.

5. Motion to adopt 5.01 – 5.09
Motion: Mrs. Fiore **2nd:** Mrs. Wolf **Roll Call Vote:** Carried 8 Yes
- 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
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- 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 Stepler	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.

F. COMMUNICATION

Committee Report: None

6. Motion to adopt 6.01
Motion: Mrs. Fiore **2nd:** Mrs. Wolf **Roll Call Vote:** Carried 8 Yes
- 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

VII. UNFINISHED BUSINESS

- Dr. Cerciello highlighted that Board Member Petitions due to the county office Monday July 31, 2023 at 4:00p.m. for those waiting to run in election this November.

VIII. NEW BUSINESS FROM BOARD

- Dr. Cerciello highlighted the NJSBA Convention October 2023. Dr. Hart mentioned that if anyone was interested in going for the whole or portion, to email Mr. Bohm so hotel rooms can be secured. Mrs. Bettermann highlighted that the staff and board have proposals to present at the convention should it be accepted by NJSBA. Proposals might include green initiatives, teachers submitted about inquiry work and programs in Readington Township School District.

IX. OPEN TO THE PUBLIC

- None

X. EXECUTIVE SESSION - 6:54 p.m.

Motion: Mrs. Fiore **2nd:** Mrs. Podgorski **Roll Call Vote:** Carried 8 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 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.

XI. RETURN TO PUBLIC SESSION - 7:00 p.m.

Motion: Mrs. Fiore **2nd:** Mrs. Podgorski **Roll Call Vote:** Carried 8 Yes

XII. ADJOURNMENT - 7:01 p.m.

Motion: Mrs. Fiore **2nd:** Mrs. Podgorski **Roll Call Vote:** Carried 8 Yes

Respectfully submitted,

Jason M. Bohm
Business Administrator/Board Secretary

Carol Hample
President, Board of Education