# READINGTON TOWNSHIP BOARD OF EDUCATION

Three Bridges School
Regular Meeting 6:00 p.m.
September 9, 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.

## CALL TO ORDER BY BOARD PRESIDENT – OPEN PUBLIC MEETINGS ACT

Mr. Rizza called the meeting to order at 6:00 p.m. and announced that the meeting is 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, Mr. Lopes, Mrs. Rad, Mrs. Ryan, Mrs. DePinto, Mr. Rizza

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

## I. FLAG SALUTE

## II. BOARD REFERENDUM TOURS

- Dr. Hart presented on the bond referendum and Dr. Higgins led a tour of Three Bridges School highlighting capital projects that would be accomplished if the referendum passes on a public ballot. Kevin Settembrino, Architect, presented the individual projects in detail highlighting costs and aspects that shall improve the school in the long-term.

Michele Mencer arrived at 6:35 p.m.

## III. SUPERINTENDENT'S REPORT

- Dr. Hart provided an update on the opening of schools for the 2025-2026 school year.
- Dr. Hart presented on district goals and action plans of focus for the 2025-2026 school year which include:
    - Inquisitive Learning
    - Partnerships
    - Social Awareness
    - Academic Achievement
    - Referendum Communications and Successful Execution
    - Planning for the Future: A New Strategic Plan

The board provided feedback on the tasks and goals to enhance them for the upcoming year to be both meaningful and achievable.

## IV. BOARD GOALS

- Mary Ann Friedman, NJSBA Representative, guided the board through the board goal process, past goals and helped design new draft goals for the upcoming year. She also reviewed the board self evaluation results. The board held discussions on utilizing a working document and bringing tentative goals to the September 30, 2025 board meeting for public input and transparency, before a public vote on the October 14, 2025 board meeting.

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

- RTEA thanked the board and administration for the opening ceremony for staff welcome back. RTEA thanked HSA for the food and collaboration.

## VI. CORRESPONDENCE

- Email E. Z. - EV Bus Grant
- Email R. R. - EV Bus Grant
- Email J. C. - EV Bus
- Email L. L. - Summer Program

## VII. BOARD ACTION

### A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01
   **Motion: Mrs. DePinto** **2nd: Mrs. Mencer** **Roll Call Vote: Carried 8 Yes**

1.01 Motion to submit an HIB Assessment Report for the 2024-2025 school year.

### B. APPROVAL OF MINUTES

2. Motion to adopt 2.01
   **Motion: Mrs. DePinto** **2nd: Mrs. Rad** **Roll Call Vote: Carried 8 Yes**

2.01 Motion to approve the Meeting Minutes August 19, 2025.

### C. FINANCE/FACILITIES

**Committee Report:** Mrs. Mencer provided minutes of the meeting held on August 21, 2025.

3. Motion to adopt 3.01 - 3.05
   **Motion: Mrs. Mencer** **2nd: Mr. Lopes** **Roll Call Vote: Carried 8 Yes**

3.01 Motion to approve the **Bill List** for the period from **August 21, 2025 through September 10, 2025** for a total amount of **$1,082,782.58.**
(Attachment 3.01)

3.02 Motion to approve **Travel Expenditures September 9, 2025** in the amount of **$8,634.31.**
(Attachment 3.02)

3.03 Motion to amend IDEA BASIC Grant in the amount of $135,000.00 for third party OT, PT, behavioral and paraprofessional services for the 2025-2026 school year as follows:

- From: Out of District Tuition 100-500
- To: Student Services 100-300

3.04 Motion to approve the Shared Services Agreement between the Readington Township Board of Education and Law Enforcement Officials for the 2025-2026 school year.
(Attachment 3.04)

3.05 Motion to approve parental transportation contract for student S-035 for the 2025-2026 school year, should contracted out-of-district transportation not be available on a given date(s) based on the daily rate not to exceed the statutory limit of $24,200.00 in total.

### D. EDUCATION/TECHNOLOGY

**Committee Report:** None

4. Motion to adopt 4.01 - 4.05
   **Motion: Mr. Lopes** **2nd: Mrs. Mencer** **Roll Call Vote: Carried 8 Yes**

4.01 Motion to apply for and accept the SHIF Wellness Grant in the amount of $22,500.00 to be used for nutrition education and counseling services to all staff for the 2025-2026 school year.
(Attachment 4.01)

4.02 Motion to establish an Autism class program at Readington Middle School to begin on September 2, 2025.

4.03 Motion to establish a Learning Language Disabilities program at Readington Middle School to begin on September 2, 2025.

4.04 Motion to adopt the attached list of field trips for the 2025-2026 school year.
(Attachment 4.04)

4.05 Motion to adopt the following fundraisers for the 2025-2026 school year:

| SCHOOL | FUNDRAISER | RECIPIENT |
|---|---|---|
| Readington Middle School | Fall Text & Call-A-Thon | Readington Athletic Booster Club |
| Readington Middle School | Spring Car Wash | Readington Athletic Booster Club |
| Readington Middle School | Water Bottle Sale | Readington Athletic Booster Club |
| Readington Middle School | Lei-Off Drugs Red Ribbon Week | Student Council, NJASC State Charity & Grow A Row |
| Readington Middle School | Bake Sales | Student Council, NJASC State Charity & Grow A Row |
| Readington Middle School | School Store Sales | Student Council, NJASC State Charity & Grow A Row |
| Readington Middle School | Thanksgiving Food Drive | Flemington or Open Cupboard Food Pantry & Grow A Row |
| Readington Middle School | Halloween Bash | Student Council, NJASC State Charity & Grow A Row |
| Readington Middle School | T-Shirt Fundraiser | Student Council, NJASC State Charity & Grow A Row |
| Readington Middle School | Movie Night | Student Council, NJASC State Charity & Grow A Row |
| Readington Middle School | Fall & Spring Car Wash | Student Council & NJASC State Charity Grow A Row |
| Readington Middle School | Spring Dance/Activity Night | Student Council, NJASC State Charity & Grow A Row |
| Readington Middle School | Souper Bowl Food Drive | Flemington or Open Cupboard Food Pantry & Grow A Row |

## E. PERSONNEL

**Committee Report:** Mrs. Ryan provided minutes of the meeting held on August 19, 2025.

5. Motion to adopt 5.01 - 5.13
**Motion: Mrs. Cassidy** **2nd: Mr. Lopes** **Roll Call Vote: Carried 8 Yes**

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

| NAME | POSITION | SALARY/STEP | EFFECTIVE DATE |
|---|---|---|---|
| Abby Wynkoop | Teacher/Grade 3<br>(WHS)<br>20-04-D2/acz | $61,680.00 BA<br>Step 5 | 09/01/2025 - 06/30/2026 |
| Gabriella Pirrone | Aide/Special Education<br>(HBS)<br>30-02-D3/ain | $23.14/hr. Aide C<br>Step 6-7 (6) | 09/01/2025 - 06/30/2026 |
| Holly Swan | PT .54 Aide/Preschool<br>(TBS)<br>New Position | $25.91/hr. Aide NC<br>Step 22 | 09/01/2025 - 06/30/2026 |
| Dianna Pflugh | PT .54 Aide/Preschool<br>(WHS)<br>New Position | $23.45/hr. Aide C<br>Step 8 | 09/01/2025 - 06/30/2026 |
| Faith Lowrie | Aide/Special Education<br>(TBS) | $20.03/hr Aide NC<br>Step 1 | 09/01/2025 - 06/30/2026 |

| | | | |
|---|---|---|---|
| | 30-03-D3/alo | | |
| Sarah Romano | Aide/Special Education<br>(TBS)<br>30-03-D3/akw | $20.03/hr. Aide NC<br>Step 1 | 09/01/2025 - 06/30/2026 |

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

| NAME | POSITION | SALARY/STEP | EFFECTIVE DATE |
|---|---|---|---|
| Alexa Cesaro | Speech<br>(HBS)<br>20-02-D2/aur | $66,030.00 MA<br>Step 1-2 (1) | 09/10/2025 - 06/30/2026 |

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

| NAME | POSITION | EFFECTIVE DATE |
|---|---|---|
| Anna Shinn | Teacher/Grade 3<br>(WHS)<br>20-04-D2/acz | 08/26/2025 |

5.04 Motion to rescind the following appointments for the 2025-2026 school year:

| NAME | POSITION |
|---|---|
| Mirsenit Allan | Aide/Special Education<br>(TBS)<br>30-03-D3/akw |
| Jennifer Hardison | Bus Aide for Student S-159 |
| Caroline McKenna | Aide/Special Education<br>(TBS)<br>30-03-D3/azd |

5.05 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teacher/Aide/Nurse/Bus Driver for the 2025-2026 school year, paid at the applicable substitute rates, in the Readington Township District, pending satisfactory completion of employment requirements:

| NAME | POSITION |
|---|---|
| Preston Clauson | Substitute Teacher/Aide |
| Jacqueline Greda | Substitute Aide/Secretary |

5.06 Motion to ratify and approve Marcela Vasquez to provide translations as needed for the 2025-2026 school year at her contractual rate not to exceed $2,000.00.

5.07 Motion to approve the following staff members as A.M. Homework Room Advisors at Holland Brook School for the 2025-2026 school year at the contractual rate:

| STAFF NAME |
|---|
| Jessica Weiss |

| |
|---|
| Colleen Ogden |
| Joyce McGibbon |

5.08 Motion to amend motion 5.03 from the August 19, 2025 agenda to the following:
Motion to accept the Superintendent's recommendation and approve the following appointment:

| NAME | POSITION | SALARY/STEP | DATE |
|---|---|---|---|
| Amanda Roper | Teacher/Grade 1 (TBS)<br>New Position | $83,750.00 MA+30<br>Step 15-16 (15) | 09/01/2025 - 06/30/2026 |

5.09 Motion to approve the following salary increases in recognition of the employees' attainment of additional credits for lateral movement on the RTEA guide, effective September 1, 2025:

| NAME | SCHOOL | FROM STEP | SALARY | TO STEP | REVISED SALARY | INCREASE |
|---|---|---|---|---|---|---|
| Sara Chatman | RMS | BA<br>Step 15-16 (15) | $75,350.00 | BA+15<br>Step 15-16 (15) | $77,350.00 | $2,000.00 |
| Daniel Kimple | WHS | Aide NC<br>Step 6-7 (7) | $24,871.21 | Aide C<br>Step 6-7 (7) | $27,224.21 | $2,353.00 |
| Adam Lillia | RMS | MA<br>Step 20 | $91,070.00 | MA+30<br>Step 20 | $93,470.00 | $2,400.00 |
| Michelle Parkhurst | RMS | BA+15<br>Step 6 | $64,030.00 | MA<br>Step 6 | $68,030.00 | $4,000.00 |
| Kelly Petersen | HBS | BA<br>Step 4 | $60,930.00 | BA+15<br>Step 4 | $62,530.00 | $2,400.00 |
| Lauren Mahoney | HBS | BA+15<br>Step 21 | $89,700.00 | MA<br>Step 21 | $93,700.00 | $4,000.00 |
| Stephanie Singer | RMS | MA<br>Step 15-16 (15) | $81,350.00 | MA+30<br>Step 15-16 (15) | $83,750.00 | $2,400.00 |
| Katie Lynch | WHS | BA+15<br>Step 13-14 (13) | $75,120.00 | MA<br>Step 13-14 (13) | $79,120.00 | $4,000.00 |
| Melissa Truempy | HBS | BA+15<br>Step 23 | $95,200.00 | MA<br>Step 23 | $99,200.00 | $4,000.00 |

5.10 Motion to accept the Superintendent's recommendation and approve the attached list of club advisors for the 2025-2026 school year at their contractual rate.
(Attachment 5.10)

5.11 Motion to to accept the Superintendent's recommendation and approve the following job descriptions:
(Attachment 5.11)

- School Counselor - Elementary
- School Counselor - Middle School

5.12 Motion to approve the following mentor for the 2025-2026 school year:

| NEW STAFF MEMBER | SCHOOL | POSITION | MENTOR |
|---|---|---|---|
| Abby Wynkoop | WHS | Grade 3 Teacher | Michelle Mielke |

5.13 Motion to approve the Wellness Champion Coordinators Stipend for the 2025-2026 school year to be funded by the Wellness Grant Award through the Schools Health Insurance Fund for the following staff members:

| STAFF NAME | STIPEND |
|---|---|
| Melinda Roethke | $1,250.00 |
| Lisa DeTommaso | $1,250.00 |

## D. COMMUNICATION

**Committee Report:** Mrs. DePinto provided minutes of the meeting held on September 5, 2025.

6. Motion to adopt 6.01
**Motion: Mrs. DePinto** **2nd: Mrs. Rad** **Roll Call Vote: Carried 8 Yes**

6.01 Motion to accept the Superintendent's recommendation and approve the following policies for first reading: (Attachment 6.01)

- Policy 0143 – Board Member Election and Appointment
- Policy 1620 – Administrative Employment Contracts
- Policy 1636.01 – Notification of Promotion, New Job, and Transfer Opportunities
- Policy 2422 – Statutory Curricular Requirements

## VIII. UNFINISHED BUSINESS

- Mr. Rizza highlighted the NJSBA Convention in late October for an opportunity for professional development and best practices.

## IX. NEW BUSINESS FROM BOARD

- None

## X. OPEN TO THE PUBLIC

- None

## XI. ADJOURNMENT 8:25 p.m.

Motion to adjourn:
**Motion: Mrs. Cassidy** **2nd: Mrs. Rad** **Roll Call Vote: Carried 8 Yes**

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

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