READINGTON TOWNSHIP BOARD OF EDUCATION

Holland Brook School
Regular Meeting 7:00 p.m.
March 23, 2026

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 7:00 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. Effective March 1, 2026, all legal notices and board meeting dates shall only be posted on the district website in conformity with state code. Formal action was taken.

Present: Mrs. Cassidy, Mrs. Fiore, Mr. Lopes, Mrs. Mencer, Mrs. Rad, Mrs. Ryan, Mrs. DePinto, Mr. Rizza

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

Absent: Mr. Pieros

Mr. Pieros arrived at 7:15 p.m.

II. FLAG SALUTE

III. SUPERINTENDENT'S REPORT

- Dr. Hart and Mr. Bohm presented the 2026-2027 budget

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

- Community members asked questions regarding the budget, such as health insurance, legal fees, electric costs and more.

V. CORRESPONDENCE

- Email J. F. - Lifetouch
- Email A. M. - Policy 2535
- Email A. D. - Support for Policy 2535
- Email L. C. - Policy 2535
- Email M. L. - Policy 2535
- Email N. D. - Support Policy 2535
- Email J. B. - Thank you Policy 2535

VI. BOARD ACTION

A. APPROVAL OF ADMINISTRATIVE REPORTS

1. Motion to adopt 1.01
   Motion: Mrs. DePinto **2nd: Mrs. Ryan** **Roll Call Vote: Carried 9 Yes**

1.01 Motion to accept the HIB reports and affirm the Superintendent's decision:

CASE NUMBER	SCHOOL	DATE	FINDING OF HARASSMENT INTIMIDATION OR BULLYING
4	RMS	01/27/2026	No
5	RMS	02/10/2026	No

B. APPROVAL OF MINUTES

2. Motion to adopt 2.01 - 2.02
Motion: Mrs. DePinto **2nd: Mr. Lopes** **Roll Call Vote: Carried 9 Yes**

2.01 Motion to approve the Meeting Minutes March 10, 2026.

2.02 Motion to approve the Executive Session Meeting Minutes March 10, 2026.

C. FINANCE/FACILITIES

Committee Report: None

3. Motion to adopt 3.01 - 3.18
Motion: Mrs. Mencer **2nd: Mr. Lopes** **Roll Call Vote: Carried 9 Yes**

3.01 Motion to approve the **Bill List** for the period from **March 12, 2026, through March 24, 2026** for a total amount of **$1,557,231.09.**
(Attachment 3.01)

3.02 Motion to approve the **Travel Expenditures March 23, 2026** in the amount of **$306.86.**

3.03 Motion to ratify and approve **Payroll and Agency** for the month of **February 2026** for a total amount of **$2,542,474.34.**
(Attachment 3.03)

3.04 Motion to ratify and approve the following **Account Transfers for February 1, 2026 through February 28, 2026.**
(Attachment 3.04-3.04a)

3.05 Motion to ratify and approve the **Student Activities Account for February 1, 2026 through February 28, 2026**
(Attachment 3.05-3.05a)

3.06 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS February 28, 2026 pursuant to N.J.A.C.6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of February 28, 2026 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. 6A:23A-16.10(c)3 and 4, we certify that as of February 28, 2026 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 February 28, 2026.
(Attachment 3.06-3.06a)

3.07 **WHEREAS,** the voters of Readington passed the Referendum on November 4, 2025 in the amount of $38,047,117.00; and

WHEREAS, the district included Life Skills classroom replacements and upgrades in the list of qualifying projects in the Referendum; and

NOW THEREFORE BE IT RESOLVED, the Readington Township Board of Education approves Tanner NJ to replace and update the Life Skills classroom at its Holland Brook School, in the amount of $45,153.07 through state contract #65MCESCCPS; and

FURTHER, the Readington Township Board of Education authorizes the Business Administrator to submit any qualifying costs to the State of New Jersey for 40% reimbursement by the State of New Jersey.
(Attachment 3.07)

3.08 **WHEREAS,** the voters of Readington passed the Referendum on November 4, 2025 in the amount of $38,047,117.00; and

WHEREAS, the district included toilet rooms renovations and upgrades in the list of qualifying projects in the Referendum; and

NOW THEREFORE BE IT RESOLVED, the Readington Township Board of Education approves Magic Touch Construction Company, Inc. to renovate and update toilet rooms at its Three Bridges School in the amount of $369,313.07 through state contract #MOESC Coop #289 - 24-58 Plumbing Services; and

FURTHER, the Readington Township Board of Education authorizes the Business Administrator to submit any qualifying costs to the State of New Jersey for 40% reimbursement by the State of New Jersey. (Attachment 3.08)

3.09 **WHEREAS,** on January 20, 2026 the Board of Education passed the Final Eligible Costs outlined in the attachment relating to the 2 new bathrooms at Three Bridges School funded by the Preschool ROD grant.

NOW THEREFORE BE IT RESOLVED, the Readington Township Board of Education approves Magic Trust Construction Company, Inc. to construct 2 new bathrooms at its Three Bridges School in the amount of $285,868.87 through state contract #MOESC Coop #289 - 24-58 Plumbing Services. (Attachment 3.09)

3.10 **Tentative Budget Adoption 2026-2027**

BE IT RESOLVED that the tentative budget be approved for the 2026-2027 school year and that the Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6 for approval in accordance with the statutory deadline of March 27, 2026 as follows:

General Fund Current Expense	$40,248,666.00
General Fund Capital Outlay	$ 399,156.00
Transfer of Funds to Charter Schools	$ 18,025.00
Special Revenue Fund	$ 5,154,960.00
Debt Service Fund	$ 2,011,125.00
Total Tentative Budget	$47,831,932.00

(Attachment 3.10-3.10a)

3.11 **Amount to be Raised for Taxes**

BE IT RESOLVED that the Board of Education acknowledge that the following amounts be raised in local taxes to support these funds included in the tentative budget:

General Fund	$35,735,125.00
Debt Service Fund	$ 2,004,034.00
Total Local Taxes Required	$37,739,159.00

3.12 **Advertise Tentative Budget for Public Hearing**

BE IT RESOLVED that the Board of Education authorize the advertisement of the tentative budget on the district website in accordance with the form as provided by the State Department of Education and according to law and establish that the public hearing be held in the Holland Brook School, 52 Readington Road, Whitehouse, NJ on April 28, 2026 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2026-2027 school year.

3.13 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education (the "Board") has established a capital reserve account pursuant to N.J.S.A. 18A:21-2 and N.J.S.A.18A:7G-31 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the capital reserve account to implement a capital project or referendum in the Readington Township School District's ("District") Long Range Facility Plan ("LRFP") as required pursuant to N.J.S.A. 18A:7G-4(a) and N.J.A.C. 6A:26-2; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14.1, the Board may, by resolution, transfer funds from the capital reserve account to the line items in the capital outlay major account/fund to fund the total costs, less any excess costs, of a school facilities project; and

WHEREAS, the district plans to add 2 bathrooms to existing classrooms at Three Bridges School in conformity with a state-approved Preschool Regular Operating District (ROD) grant approved through resolution 3.05 at its board meeting in January 20, 2026 in the amount of $208,363.20 for the state share, $312,544.80 for local district share, totalling $520,908.00, and;

WHEREAS, the district approved architectural fees in the amount of $58,000.00 for the project through resolution 3.04 at its board meeting in January 20, 2026, leaving a remaining local share balance of $254,545.00 to be appropriated for construction services for the project; and

WHEREAS, the Board directs the Business Administrator and architect of record to submit all projects listed above to the State of New Jersey for amendment and inclusion in the District's LRFP; and

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes in the 2026-2027 budget a capital reserve withdrawal in the amount of $254,545.00 to fund the total costs in the Capital Projects Fund, less any excess costs, of the Projects will be returned to the capital reserve account for any unspent costs upon completion of the project.

3.14 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education qualified for health benefit adjustments, enrollment adjustments, or utilized less than 2% of allowable tax levy in prior budget cycles; and

WHEREAS, the Readington Township Board of Education currently has an accumulated balance of $3,820.00 from the 2023-2024 school year, and $197,749.00 in banked cap from the 2025-2026 school year;

WHEREAS, the Readington Township Board of Education has qualified for a health benefit adjustment of $1,435,070.00 and an enrollment adjustment of $247,940.00, totaling $1,683,010.00 in the 2026-2027 school year; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education includes in the tentative budget $678,886.00 of the qualifying adjustments to exceed the 2% tax levy for the 2026-2027 school year budget, leaving $1,004,124.00 unutilized to remain in banked cap for future budget cycles. In accordance with N.J.A.C. 6A:23A-10.3(b), the district has fully exhausted all eligible statutory spending authority by utilizing the adjustment in health care costs. Being fiscally conservative and due to the district not raising taxes to the maximum allowable limit for the 2026-2027 school year, $1,201,873.00 shall remain unutilized in banked cap for future budget cycles, with $3,820.00 from 2023-2024 school year expiring in conformity with state law. The district acknowledges banked cap cannot be deferred or incrementally completed over a longer period of time than law allows, and shall utilize the adjustment for health care costs in the 2026-2027 school year by June 30, 2027.
(Attachment 3.14)

3.15 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education qualified for a health benefit adjustment due to the significant health benefit cost increase of the State Health Benefit Plan run by the State of New Jersey; and

WHEREAS, based on budgeted health costs increases, the Readington Township Board of Education qualified for an amount of $1,435,070.00 for potential use on the 2026-2027 budget; and

NOW, THEREFORE, BE IT RESOLVED that the use of the health benefit adjustment in the budget is intended to be used to pay for the significant increased costs of health benefit premiums.
(Attachment 3.15)

3.16 Motion to approve the following resolution:

WHEREAS, the Readington Township Board of Education qualified for an enrollment adjustment due to the significant student increase; and

WHEREAS, based on budgeted enrollment increases, the Readington Township Board of Education qualified for an amount of $247,940.00 for potential use on the 2026-2027 budget; and

NOW, THEREFORE, BE IT RESOLVED that the use of the enrollment adjustment in the budget is intended to be used to pay for the increased costs of student enrollment for supplies and materials necessary for the additional students.
(Attachment 3.16)

3.17 **Approval of Resolution – School District Accountability – A-5**

WHEREAS, the State of New Jersey has enacted P.L. 2007, An Act Concerning School District Accountability (A-5) requiring boards of education to annually approve the total amount of funds budgeted for travel and conferences for all faculty, staff, administration and board members, and

WHEREAS, A-5 became effective on March 15, 2007 and requires prior approval of all travel and conference costs with registration costs in excess of $200.00 before they are incurred, and

WHEREAS, such travel expenditures shall include, but not limited to, all costs for transportation, meals lodging and registration and conference fees to and for the travel event, and

WHEREAS, the Board of Education must establish an annual maximum per employee for regular business travel and that annual maximum, and

WHEREAS, the Board of Education elects to exclude travel expenditures by federal funds from the maximum travel expenditure amount and acknowledges the following travel costs for federal programs:

2025-2026 Maximum Travel Budget $50,000.00
2025-2026 Expenditures through 3/19/2026 $7,312.91
2026-2027 Maximum Travel Budget $50,000.00

NOW THEREFORE BE IT RESOLVED, that the following budget and expended amounts are acknowledged and costs of travel and conferences through the use of local and state funds are approved for the 2025-2026 school year and the 2026-2027 school year:

2025-2026 Maximum Travel Budget $100,000.00
2025-2026 Expenditures through 03/19/2026 $26,297.38
2026-2027 Maximum Travel Budget $100,000.00

3.18 Motion to accept the Superintendent's recommendation and approve the acceptance of the 2026-2027 Preschool Expansion Aid Budget.
(Attachment 3.18)

D. EDUCATION/TECHNOLOGY

Committee Report: None

4. Motion to adopt 4.01 - 4.03
Motion: Mr. Lopes **2nd: Mrs. DePinto** **Roll Call Vote: Carried 9 Yes**

4.01 Motion to apply for and accept $10,000.00 for participating in the 2026 Outdoor Classroom Challenge. The funds will be used for the Readington Middle School Tiny Forest/Living Lab project for an inclusive and accessible space for learning.

4.02 Motion to approve the following fundraiser for the 2025-2026 school year:

SCHOOL	FUNDRAISER	RECIPIENT
Holland Brook School	Autism Acceptance	Lily's Voice Inc.

4.03 Motion to approve home instruction for student S-264, from March 13, 2026 through June 19, 2026, not to exceed 10 hours per week.

E. PERSONNEL

Committee Report: Mrs. Ryan provided minutes of the meeting held on March 16, 2026.

5. Motion to adopt 5.01 - 5.06
Motion: Mrs. DePinto **2nd: Mrs. Ryan** **Roll Call Vote: Carried 9 Yes**

5.01 Motion to accept the Superintendent's recommendation and ratify the following Substitute Teachers/Aides/Nurses/Bus Drivers 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
Maria Bambaci	Substitute Teacher/Aide
Carol Renda	Substitute Aide
Zacharriyah Uddin	Substitute Teacher/Aide

5.02 Motion to accept the Superintendent's recommendation and approve the following retirements with appreciation for their years of service:

NAME	POSITION	EFFECTIVE DATE	STIPEND
Kelly Parks	Teacher/Spanish (HBS) 20-02-D2/avb	06/30/2026	$4,000.00
Sara Grzenda	Psychologist (WHS) 20-04-D2/aka	06/30/2026	$4,000.00
Doreen Harris	Confidential Secretary to the Superintendent (BOE) 50-05-D4/amt	12/31/2026	$3,000.00
Jack Hasselbring	Teacher/Music (RMS) 20-01-D2/agy	06/30/2026	$4,000.00
Nancy Kelly	School Nurse (HBS) 20-02-D2/awz	06/30/2026	$4,000.00
Michele Krayem	Teacher/Grade 5 (HBS) 20-02-D2/aca	06/30/2026	$4,000.00
Diane Frasco	Accounts Payable Specialist (BOE) 05-05-D4/ane	12/31/2026	$3,000.00
Patricia Lamberta	Aide/Special Education (TBS) 30-03-D3/ayo	06/30/2026	$2,000.00
Theresa Amster	Secretary (HBS) 50-02-D4/amr	12/31/2026	$3,000.00
Sharon Wilk	Teacher/Grade 2	06/30/2026	$4,000.00

	(WHS) 20-04-D2/adg		

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

NAME	POSITION	EFFECTIVE DATE
Jillian Caracappa	Teacher/Special Education (RMS) 20-01-D2/ais	06/30/2026

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Kassandra Llanos Orellana	Preschool Bus Aide (Transp) 40-04-D3/bdo	$25.00/hr.	03/24/2026

*pending satisfactory completion of employment requirements

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

NAME	POSITION	SALARY/STEP	EFFECTIVE DATE
Katherine Spuckes	LTS Teacher/Grade 3 (TBS) 20-03-D2/acp LTS Teacher/Kindergarten (TBS) 20-03-D2/abf	Sub rate for the first 20 days, $62,030.00 BA+15 Step 1-2 (1) per diem rate thereafter (prorated)	03/11/2026 - 06/19/2026

5.06 Motion to approve the following mentors for the 2025-2026 school year:

STAFF MEMBER	SCHOOL	POSITION	MENTOR
Ava Vanglahn	RMS	LTS-PE Teacher	Stephanie Sperone
Bria Whatley	WHS	LTS-Autism Teacher	Deanna Schwaiger

D. COMMUNICATION

Committee Report: Mrs. DePinto provided minutes of the meeting held on March 16, 2026.

6. Motion to adopt 6.01 - 6.03
Motion: Mrs. DePinto **2nd: Mrs. Ryan** **Roll Call Vote: Carried 9 Yes**

6.01 Motion to accept the Superintendent's recommendation and approve the following policy and regulation for second reading:
(Attachment 6.01)

- Policy 1552 - Sexual Harassment - Staff
- Regulation 1552 - Sexual Harassment - Staff

6.02 Motion to accept the superintendent's recommendation and approve the following policies for first reading:
(Attachment 6.02)

- Policy 3143 - Dismissal
- Policy 3151 - Assessment of Pay
- Policy 3223 - Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Policy 3232 - Tutoring Services

6.03 Motion to accept the Superintendent's recommendation and abolish the following policies:

- Policy 3362 - Sexual Harassment
- Regulation 3362 - Sexual Harassment of Teaching Staff Members Complain Procedures
- Policy 4352 - Sexual Harassment
- Regulation 4352 - Sexual Harassment

VII. UNFINISHED BUSINESS

- None

VIII. NEW BUSINESS FROM BOARD

- None

IX. OPEN TO THE PUBLIC

- Many community members and a teachers expressed their concerns regarding Policy and Regulation 2535, offering suggestions and thoughts.

X. EXECUTIVE SESSION - 8:18 p.m.

Motion: Mr. Rizza **2nd: Mrs. DePinto** **Roll Call Vote: Carried 9 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 action will 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 - 9:34 p.m.

Motion: Mr. Rizza **2nd: Mrs. Mencer** **Roll Call Vote: Carried 9 Yes**

XII. ADJOURNMENT - 9:35 p.m.

Motion: Mr. Rizza **2nd: Mrs. Mencer** **Roll Call Vote: Carried 9 Yes**

Mr. Jason M. Bohm
Business Administrator/Board Secretary

Mr. David Rizza
President, Board of Education