

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Regular Meeting – January 22, 2008**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on January 22, 2007, by the Board of Education of the Kingwood Township School District, Hunterdon County, in the Kingwood Township School Library, 880 County Road 519, Frenchtown, New Jersey 08825.

**PUBLICATION OF NOTICE:** In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, the Kingwood Township Board of Education has provided adequate notice of the date, time, and location of this meeting. Such notice has been posted in the Kingwood Township Board of Education Office, has been filed with the Kingwood Township Clerk, and was mailed to the *Delaware Valley News* and the *Hunterdon County Democrat* on April 27, 2007.

**CALL TO ORDER:** The meeting was called to order by Board President Mary Ellen Pilch at 7:32 p.m.

Pledge of Allegiance.

**ROLL CALL:**

|                 |                                |                 |
|-----------------|--------------------------------|-----------------|
| <b>Present:</b> | Mary Ellen Pilch, President    | Lawrence Cascio |
|                 | Phillip Lubitz, Vice-President | Eugene Hill     |
|                 | Kevin Bloom                    | David Oertle    |
|                 | Kristine Bryer                 | Traci PeterPaul |

Mrs. Bryer left the meeting at 8:00 p.m.

**DISTRICT ADMINISTRATORS**

**PRESENT:** Laura Hartner, Chief School Administrator  
Kenneth Foy, Principal  
Bobbie Beriont, Business Administrator/Board Secretary

**RECOGNITION OF PUBLIC:**

Teachers: Ms. C. Pope, Ms. D. Ross and Ms. L. Schumann  
Parents: S. Norgard from the Kingwood Township Education Foundation

The Board recognized the Girls' Basketball Team – 2<sup>nd</sup> Place in the Holiday Tournament and the Boys' Basketball Team – 3<sup>rd</sup> Place in the Holiday Tournament. Also, recognized was the 7<sup>th</sup> /8<sup>th</sup>

Grade Stock Market Team: Andrew Russano, Michael Oldenburg, Kaitlin Fehr and Skylar Pannella – Advisor, Cynthia Pope

**SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT** – B. Beriont

Mrs. Beriont discussed the following informational items:

- School Board Recognition Month
- Thank You from D. Snyder and I. White dated December 20, 2007
- Letter from Washington Township School dated December 21, 2007
- Letter to D. Meyer dated January 2, 2008
- College Scholarship Loan Application Available
- NJSBA - New School Funding Formula Programs
- NJSBA – Develop Your Boardsmanship Skills – January 26, 2008
- Certificate of Appreciation – ERIC West Sub-Fund
- Budget Workshop Meeting – February 12, 2008
- Thank You to H. Frey and A. Russano dated January 22, 2008

**Action 08-165**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves amending item #8.2.3. Moved by P. Lubitz, seconded by T. PeterPaul. This resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-166**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following Meeting Minutes:*

*December 18, 2007 – Regular Meeting Minutes*

*Moved by E. Hill, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 6; nays, 0; abstain 2 (Hill, PeterPaul).*

**Action 08-167**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the November 2007 Payroll and FICA as follows:*

|  |                                   |
|--|-----------------------------------|
| <i>December 2007 Net Payroll</i>           | <i>\$220,713.53</i>               |
| <i>December 2007 Agency</i>                | <i>\$170,754.43</i>               |
| <i>December 2007 Board Share FICA</i>      | <i>\$27,368.93</i>                |
| <b><i>TOTAL PAYROLL DECEMBER 2007:</i></b> | <b><i><u>\$418,836.84</u></i></b> |

*Moved by E. Hill, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-168****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following bill lists:*

*January 2008 Prescription Bill List.....\$256.21*  
*January 2008 General Fund.....\$332,607.61*

*Moved by E. Hill, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-169****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the December 2007 line-item appropriation transfers attached to and made a part of these minutes. Moved by E. Hill, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-170****RESOLUTION**

*BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A: 23-2.11 (c) 3 does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A: 23-2.11 (a);*

*BE IT FURTHER RESOLVED that the Chief School Administrator recommends that the Kingwood Township Board of Education accept the monthly financial reports of the Secretary and the Treasurer for the month(s) of December 2007; and further recommends, in compliance with N.J.A.C. 6A: 23-2.11 (c) 4, that the Board of Education certifies that no major account has been overexpended in violation of N.J.A.C. 6A: 23-2.11 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.*

*Moved by E. Hill, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-171****RESOLUTION**

*BE IT RESOLVED that the Board of Education establishes polling hours for the 2008 annual school election from 7:00 a.m. until 9:00 p.m. in conformity with the Delaware Valley Regional High School polling hours. Moved by E. Hill, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**CHIEF SCHOOL ADMINISTRATOR'S REPORT** – L. L. Hartner

Mrs. Hartner discussed the following informational items:

- School Enrollment
- Staff Attendance
- Monthly Reports

- Staffing Updates – Maternity Leaves
- Professional Development
- Draft of 2008-2009 School Calendar
- Meetings Attended
- Review Progress Towards District Goals

Review District Goals:

By December 31, 2007, the Kingwood Township School District will select a method of collecting data that measures student success from grade level to grade level in the areas of language arts, mathematics, and science.

By June 2008, the Kingwood Township School District will expand its science program through staff development to include hands-on experiences.

**Action 08-172**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following resolution:*

***WHEREAS***, the New Jersey School Boards Association and the National School Boards Association have declared January 2008 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

***WHEREAS***, the Kingwood Township Board of Education is one of more than 600 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

***WHEREAS***, the Kingwood Township Board of Education embraces the goal of high quality education for all New Jersey public school students; and

***WHEREAS***, New Jersey's local school boards help determine community goals for the education of more than 1.4 million children in Pre-Kindergarten through 12<sup>th</sup> grade; and

***WHEREAS***, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

***WHEREAS***, school boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

***WHEREAS***, Boards of Education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

***WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and advanced placement offerings and test scores.*

***NOW, THEREFORE, BE IT RESOLVED**, that the Kingwood Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2008 as **SCHOOL BOARD RECOGNITION MONTH**; and*

***BE IT FURTHER RESOLVED**, that the Kingwood Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.*

*Moved by K. Bryer, seconded by E. Hill. On roll call vote, resolution was **ADOPTED** as follows: ayes, 8; nays, 0.*

**Action 08-173**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the District's School-level Objectives for the 2007-2008 school year. Moved by K. Bryer, seconded by E. Hill. On roll call vote, resolution was **ADOPTED** as follows: ayes, 8; nays, 0.*

**COMMITTEE REPORTS**

**EDUCATION COMMITTEE**

**Action 08-174**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Hunterdon County Educational Services Commission 2008-2009 service rates. Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was **ADOPTED** as follows: ayes, 8; nays, 0.*

**Action 08-175**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts a cash donation in the amount of \$20.00 from Ms. D. Stevenson to Student Council. Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was **ADOPTED** as follows: ayes, 8; nays, 0.*

**Action 08-176**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts additional KTEF grant awards for the following:*

*Shakespeare Assembly - \$20.00  
Sterling Hill Mine Trip - \$550.00*

*Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-177**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following field trips:*

*Kendall Performing Arts Center- Ewing, NJ – 7<sup>th</sup> Grade*

*Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-178**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves a field trip to Kean University, Union, NJ to accept an award for first place in the Stock Market Game at a transportation cost of \$386.86, retroactive to January 16, 2008. Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**PERSONNEL COMMITTEE** – Minutes Attached.

**Action 08-179**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Deanna Fleming as a 2007-2008 Substitute Teacher, as recommended by the Chief School Administrator, pending satisfactory criminal history review. Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-180**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 2008-2009 Professional Development Plan as submitted by the Kingwood Township Professional Development Committee and approved by County review. Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-181**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the travel and related expense reimbursement as listed on the attached Board of Education Approval of Travel and Related Expense Reimbursement Forms and Workshop Reimbursement Forms. Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-182**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the increase in the IRS mileage rate,*

*from \$0.485 to \$0.505, for calculating previously approved Travel and Workshop Requests which will occur after January 1, 2008. . Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-183****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Kathryn Taffera's maternity/disability leave to begin effective January 14, 2008, as recommended by the Chief School Administrator. Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-184****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to revise the reimbursement request for Sara Alpaugh from \$584.00 to \$690.00 for the following Graduate Course:*

*Introduction to Research – Rider University*

*Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-185****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Jennifer Griffith for the following Graduate Course, not to exceed \$1,040.00:*

*Cooperative Discipline – College of New Jersey*

*Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-186****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the revised job description, as recommended by the Chief School Administrator:*

*Technology Assistant for Instruction/Computer Technician*

*Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**OPERATIONS COMMITTEE****Action 08-187****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached Amendment to the Compliance Schedule of the Administrative Consent Order with the New Jersey Department of*

*Environmental Protection. Moved by K. Bloom, seconded by K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-188**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following resolution:*

*WHEREAS, the Kingwood Township Board of Education solicited quotes for an Arsenic Removal System for the Kingwood Township Elementary School; and*

*WHEREAS, the Board received three quotes, in accordance with the specifications, on or before November 30, 2007 as follows:*

|                                 |                                      |                             |
|---------------------------------|--------------------------------------|-----------------------------|
| <i>The Portasoft Company</i>    | <i>Samuel Stothoff Company, Inc.</i> | <i>Isolux Technologies</i>  |
| <i>469 South Avenue East</i>    | <i>PO Box 306 – Route 31</i>         | <i>500 Point Breeze Rd.</i> |
| <i>Westfield, NJ 07090</i>      | <i>Flemington, NJ 08822</i>          | <i>Flemington, NJ 08825</i> |
| <i>Amount: \$23,800.00 Base</i> | <i>Amount: \$34,900.00</i>           | <i>Amount: \$44,456.00</i>  |
| <i>\$ 900.00 Alternate</i>      |                                      |                             |

*WHEREAS, The Portasoft Company submitted the lowest base quote, in the amount of \$23,800.00, to install an arsenic remediation system; and*

*WHEREAS, The Portasoft Company submitted an alternate quote of \$900.00, to install the units in the storage room instead of the boiler room; and*

*NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards The Portasoft Company the Arsenic Removal System for the base quote of \$23,800.00 and the alternate quote of \$900.00 for a total award of \$24,700.00.*

*Moved by K. Bloom, seconded by K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**POLICY COMMITTEE**

**FINANCE COMMITTEE**

**Action 08-189**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 2008 mileage reimbursement rate at \$0.505 per mile in accordance with IRS established rates. Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**COMMUNICATION COMMITTEE**

**STANDING COMMITTEE REPORTS**

- Hunterdon County School Boards – Meeting with New County CSA – Cancelled



- NJ School Boards (K. Bloom/P. Lubitz) – No Update
- Hunterdon County ESC – No Update
- KTS PTA – Update on the Monthly Meeting
- KTEA – Update on the Monthly Meeting

**NEW BUSINESS** - None

**OLD BUSINESS** - None

**RECOGNITION  
OF THE PUBLIC:**

Teachers: Ms. C. Pope, Ms. D. Ross and Ms. L. Schumann  
Parents: S. Norgard from the Kingwood Township Education Foundation

**Action 08-190**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 8:11 p.m. Moved by E. Hill, seconded by P. Lubitz. Resolution was ADOPTED as follows: ayes 7; nays, 0.*

Respectfully Submitted,

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Bobbie Beriont  
School Business Administrator/Board Secretary

Minutes prepared 01/23/08  
Minutes remain unofficial until Board approval.

Approved:

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Board President