

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – February 22, 2011

TIME AND PLACE: The regular meeting of the Board of Education was held on February 22, 2011, 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 *Hunterdon County Democrat* on May 6, 2010.

CALL TO ORDER: The meeting was called to order by Board President, Mary Ellen Pilch at 7:36 p.m.

Pledge of Allegiance.

ROLL CALL:

Present:	Mary Ellen Pilch, President	David Oertle
	Kevin Bloom, Vice President	Anthony Planer
	Joseph DePinto	Lance Riggio
	Gary Karlsrud	Laurie Willard
	Karen Love-Mathieu	

DISTRICT ADMINISTRATORS

PRESENT: Rick Falkenstein, Chief School Administrator
Bobbie Beriont, Business Administrator/Board Secretary

RECOGNITION OF PUBLIC:

Teachers – A. Guenther and D. King

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Mrs. Beriont discussed the following informational items:

- Diane Morris – Board/CSA Evaluation – April 26, 2011
- Financial and Personal Disclosure Forms – Reminder

- Code of Ethics for School Board Members – Reminder
- Board Self Evaluation and CSA Evaluation – Due April 5, 2011
- Letter from Mrs. Proctor on Jazz Festival – 2/15/2011
- Letter from Elaine Niemann – Deputy Mayor, Township of Kingwood – 2/15/2011
- Letter from Rodney Hara, Esquire – 1/19/2011

Action 11-191**RESOLUTION**

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

January 25, 2011 – Regular Meeting Minutes

January 25, 2011 – Executive Session Minutes

Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0; on the Regular Meeting Minutes and ayes, 8; nays, 0; Abstain 1(Riggio) on the Executive Session Minutes.

Action 11-192**RESOLUTION**

Motion to approve the January 2011 Payroll and FICA as follows:

<i>January 2011 Net Payroll</i>	<i>\$228,963.01</i>
<i>January 2011 Agency</i>	<i>\$156,499.66</i>
<i>January 2011 Board Share FICA</i>	<i>\$27,267.64</i>
<i>January 2011 Board Share DCRP</i>	<i>88.46</i>
<i>TOTAL PAYROLL JANUARY 2011:</i>	<i><u>\$412,818.77</u></i>

Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 11-193**RESOLUTION**

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

February 2011 General Fund.....\$155,986.80

Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 11-194**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the January 2011 line-item appropriation transfers attached to and made a part of these minutes. Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 11-195**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 January 2011; 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 D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 11-196**RESOLUTION**

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

March 17, 2011 @ 10:00 a.m. To set the drawing for the position of candidates for the April 27, 2011 election.

Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

CHIEF SCHOOL ADMINISTRATOR'S REPORT – R. Falkenstein

Dr. Falkenstein discussed the following informational items:

- Student Enrollment
- Monthly Staff Reports
- Professional Development – ATLAS Mapping
- NJ School Report Cards - Review
- Survey to KTS Parents on Summer Program
- 8th Grade Teachers met with DVRHS for Student Placement
- Kindergarten Orientation
- Update on Building Activities
- Recognition of the 8th Grade Advisory Committee for the “Winter Ball”
- Meetings Attended

Special Recognition to:

- Grade 5 first place in the Stock Market Competition – Grade 4 placed second
- Kayla Aguilar – Spelling Bee Champion

- Girls and Boys Basketball took 2nd place in their Tournaments
- Meaghanne McBride – Geography Bee Champion
- The Kingwood Jazz Band performed at the Princeton Jazz Festival

EDUCATION COMMITTEE

Action 11-197

RESOLUTION

BE IT RESOLVED that the Board of Education approved the following 2010-2011 field trip:

Grade 3 – Alexandria Township School – Play – “Peacemaker”

Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 11-198

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following co-curricular fundraising activity:

8th Grade Class – The Knight’s Challenge

Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 11-199

RESOLUTION

BE IT RESOLVED that the Board of Education approves the transportation costs, \$68.09, for the Jazz Band to perform at the Kingwood School House dedication. Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 11-200

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 7th grade trip to Fairview Lake YMCA Camp & Conference Center, October 5 – 7, 2011. Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 11-201

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the following 2010-2011 KTEF Grant:

8th Grade Shakespeare Live - \$975.00

Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

PERSONNEL COMMITTEE**Action 11-202****RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following substitutes for the 2010-2011 school year, as recommended by the Chief School Administrator, pending satisfactory criminal history review:

*Leigh Smith – Teacher/Aide
Catherine Mann – Teacher/Aide
Danielle Boyle– Lunch Aide
Maureen Nering – Nurse*

Moved by K. Love-Mathieu, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-203**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 K. Love-Mathieu, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-204**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following chaperones for the 8th grade overnight Washington, D.C., trip at a rate of \$177.00 per night, as per the negotiated agreement:

<i>Margaret McPherson</i>	<i>David Bacon</i>
<i>Jenna Fusco</i>	<i>Scott Yerger*</i>
<i>Kristen Sowden</i>	<i>Charles Shlimbaum</i>

**Excluded from the overnight rate, teachers only.*

Moved by K. Love-Mathieu, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-205**RESOLUTION**

BE IT RESOLVED that the Board of Education approves an unpaid personal leave of absence for Deb Ross, Teacher, for two days, February 17-18, 2011, as recommended by the Chief School Administrator. Moved by K. Love-Mathieu, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

OPERATIONS COMMITTEE – Update on Meeting.**Action 11-206****RESOLUTION**

BE IT RESOLVED that the Board of Education accepts the Clean Energy Grant in the amount of \$2,400.00 towards the Gym Lighting Project. Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-207**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached Settlement Agreement issued by the New Jersey Department of Environmental Protection and make payment in the amount of \$3,015.00. Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-208**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the Kingwood Township Park to be procured as the practice site for the boys' baseball team, including transportation costs. Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-209**RESOLUTION**

BE IT RESOLVED that the Board of Education approves all home boys' baseball games at the away team's field, including transportation costs. Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-210**RESOLUTION**

BE IT RESOLVED that the Board of Education approves a lawn care maintenance agreement with Pat's Lawn Care, 402 Kingwood-Locktown Rd, Flemington, NJ for \$345.00 per cut, for fiscal year 2011. Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-211**RESOLUTION**

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

WHEREAS, the Kingwood Township Board of Education (hereinafter referred to as the "Board") advertised for bids for the Boiler Conversion Project (hereinafter referred to as the "Project"); and

WHEREAS, on February 16, 2011, the Board received bids for the Project; and

WHEREAS, the lowest responsible bid for this Project was submitted by Mechanical Preservation Associates, Inc. (hereinafter, "MPA") in the amount of \$51,440; and

WHEREAS, the bid submitted by MPA is responsive in all material respects and the Board is desirous of awarding the contract for the Project to MPA.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Boiler Conversion Project to Mechanical Preservation Associates, Inc. in a total contract sum of \$51,440.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Architect, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Architect is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-212

RESOLUTION

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

WHEREAS, the Kingwood Township Board of Education (hereinafter referred to as the "Board") advertised for bids for the HVAC Upgrades at Kingwood Elementary School Project (hereinafter referred to as the "Project"); and

WHEREAS, on February 16, 2011, the Board received bids for the Project; and

WHEREAS, the lowest responsible bid for this Project was submitted by Envirocon, LLC (hereinafter referred to as "Envirocon"), with a base bid in the amount of \$84,687, together with Alternate Bid #1, Diffusers, Registers and Grilles Replacement in the amount of \$3,218 and Alternate Bid #2, Ductwork Replacement in the amount of \$26,500, for a total contract sum of \$114,405; and

WHEREAS, the bid submitted by Envirocon is responsive in all material respects and the Board is desirous of awarding the contract for the Project to Envirocon.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the HVAC Upgrades at Kingwood Elementary School to Envirocon, LLC in a total contract sum of \$114,405, representing a base bid in the amount of \$84,687, together with Alternate Bid #1, Diffusers, Registers and Grilles Replacement in the amount of \$3,218 and Alternate Bid #2, Ductwork Replacement in the amount of \$26,500.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Architect, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Architect is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

POLICY COMMITTEE – Update on Meeting

Action 11-213

RESOLUTION

BE IT RESOLVED that the Board of Education approves the first reading of the following Policies:

- #1140 – Affirmative Action Program
- #1523 – Comprehensive Equity Plan
- #1530 – Equal Employment Opportunities
- #1550 – Affirmative Action Program for Employment and Contract Pract.
- #2260 – Affirmative Action Program for School and Classroom Pract.
- #2415 – Academic Standards, Academic Assessments and Accountability
- #2423 – Bilingual and ESL Education

Moved by A. Planer, seconded by K. Love-Mathieu. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-214

RESOLUTION

BE IT RESOLVED that the Board of Education approves the second reading of the following Regulations:

- #1530 – Equal Employment Opportunities
- #1550 – Affirmative Action Program for Employment and Contract Pract.
- #2423 – Bilingual and ESL Education

Moved by A. Planer, seconded by K. Love-Mathieu. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-215

RESOLUTION

BE IT RESOLVED that the Board of Education approves the first reading of the following Policies:

- #1140 – Affirmative Action Program*
- #1523 – Comprehensive Equity Plan*
- #1530 – Equal Employment Opportunities*
- #1550 – Affirmative Action Program for Employment and Contract Pract.*
- #2260 – Affirmative Action Program for School and Classroom Pract.*
- #2415 – Academic Standards, Academic Assessments and Accountability*
- #2423 – Bilingual and ESL Education*

Moved by A. Planer, seconded by K. Love-Mathieu. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 11-216

RESOLUTION

BE IT RESOLVED that the Board of Education approves the first reading of the following Regulations:

- #8420 – Emergency and Non Fire Evacuation Plan*
- #8420.2 – Bomb Threats*
- #8420.3 – Natural Disasters and Man Made Catastrophes*
- #8420.4 – Kidnapping*
- #8420.5 – Asbestos Release*
- #8420.6 – Accidents to and from School*
- #8420.7 – Lockdown Procedures*
- #8420.10 – Active Shooter*

Moved by A. Planer, seconded by K. Love-Mathieu. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

FINANCE COMMITTEE

The Board discussed the Preliminary 2011-2012 Budget.

STANDING COMMITTEE REPORTS

- Hunterdon County School Boards – No Update
- School Boards Association – No Update
- Hunterdon County ESC – No Update
- KTS PTA – Update on Meeting
- KTEA – Update on Meeting

NEW BUSINESS - None

OLD BUSINESS - None

**RECOGNITION
OF THE PUBLIC:**

Teachers – A. Guenther and D. King

Action 11-217

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 8:36 p.m. Moved by L. Riggio, seconded by K. Love-Mathieu. Resolution was ADOPTED as follows: ayes 9; nays, 0.

Respectfully Submitted,

Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 02/24/11
Minutes remain unofficial until Board approval.

Approved:

Board President