

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Regular Meeting – February 24, 2009**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on February 24, 2009, 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 24, 2008.

**CALL TO ORDER:** The meeting was called to order by Board President, Mary Ellen Pilch at 7:35 p.m.

Pledge of Allegiance.

**ROLL CALL:**

|                 |                             |                    |
|-----------------|-----------------------------|--------------------|
| <b>Present:</b> | Mary Ellen Pilch, President | Karen Love-Mathieu |
|                 | Kevin Bloom, Vice-President | Traci PeterPaul    |
|                 | Lawrence Cascio             | Lance Riggio       |
|                 | Eugene Hill                 | David Oertle       |
|                 | Gary Karlsrud               |                    |

**DISTRICT ADMINISTRATORS**

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

**RECOGNITION OF PUBLIC:**

Ms. E. Ricardo, Ms. L. Schermerhorn – Teachers  
Mr. P. Lubitz – Town Council  
Mr. & Mrs. Nolan - Community

The Board of Education discussed the Preliminary 2009-2010 Budget. Mr. Oertle, Finance Chair, discussed the process of developing the budget. The Finance Committee is recommending a 2.54% increase in the General Fund Tax Levy which equates to a \$10 yearly increase for every \$100k of assessed home value.

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

Informational Items:

- Diane Morris – Board/CSA Evaluation – April 8, 2009
- Financial and Personal Disclosure Forms – Due March 31, 2009
- Code of Ethics for School Board Members – Due March 31, 2009
- Board Self Evaluation and CSA Evaluation – Due March 18, 2009
- FAQ: How the State’s Regionalization Plan Could Affect Your District
- DEP Final Approval of SVAP
- Pending Notice of Violation for Non-Compliance – DEP
- NJSBA Schools Going Green – March 12, 2009
- NJSBA Workshop 2009 Program Proposals
- Revised Board of Education Calendar
- NJSBA – Legislative Forum: March 4, 2009 @ 7:00 p.m.

**Action 09-200**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to amend addendum item #6.4 and add #8.1.2. Moved by E. Hill and seconded by K. Bloom. This resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-201**

**RESOLUTION**

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

*January 27, 2009 - Regular Meeting Minutes  
January 27, 2009 – Executive Session Minutes*

*Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-202**

**RESOLUTION**

*Motion to approve the January 2009 Payroll and FICA as follows:*

|                                      |                           |
|--------------------------------------|---------------------------|
| <i>January 2009 Net Payroll</i>      | <i>\$223,136.09</i>       |
| <i>January 2009 Agency</i>           | <i>\$172,473.87</i>       |
| <i>January 2009 Board Share FICA</i> | <i><u>\$28,122.09</u></i> |

**TOTAL PAYROLL JANUARY 2009:** \$423,732.05

*Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-203**

**RESOLUTION**

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

*February 2009 General Fund.....\$164,871.30*

*Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-204**

**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 2009; 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 over expended 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 K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-205**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to schedule the Kingwood Township Board of Education Work Session Meeting for Monday, March 16, 2009 at 7:30 p.m. Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-206**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to re-schedule the Kingwood Township Board of Education Meeting of Tuesday, April 7, 2009 at 7:30 p.m. to Wednesday, April 8, 2009 at 7:30 p.m. Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-207**

**RESOLUTION**

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

|                                    |   |
|------------------------------------|---|
| <i>March 11, 2009 @ 10:00 a.m.</i> | <i>To set the drawing for the position of candidates for the April 21, 2009 election.</i> |
| <i>March 31, 2009 @ 7:30 p.m.</i>  | <i>To hold the public hearing on the 2009-2010 Budget.</i>                                |
| <i>April 28, 2009 @ 7:30 p.m.</i>  | <i>To hold the re-organization meeting of the Kingwood Township Board of Education.</i>   |

*Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

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

Mrs. Hartner discussed the following informational items:

- Student Enrollment
- Staff Attendance
- February Staff Reports
- Meetings Attended
- NJ School Report Card – Review
- NJ DOE Special Education Monitors Expected
- Professional Development Plan
- Kindergarten Screening
- Progress Towards Board Goals
- Policies & Regulations

Review District Goals:

By June 2010, the Kingwood Township School District will collect and analyze a variety of student data in order to evaluate and improve instruction in the areas of language arts literacy, mathematics, and science.

- By June 2009, district staff will be trained in learning how to collect and analyze student data in order to evaluate and improve instruction in the areas of language arts literacy, mathematics and science.
- By June 2010, district staff will make modifications to instructional programs to improve student achievement in the areas of language arts literacy, mathematics and science.

By June 2009, the Kingwood Township School District will have expanded and improved its science program as measured by staff development and improved scores

on the NJ ASK 4/8 and the NWEA Measures of Academic Achievement for grades 3-7.

Review Board of Education Goal:

By June 2009, the Kingwood Township Board of Education will assure that all district policies and by-laws are in compliance with the law.

**Action 09-208 RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Kingwood Township 2009-2010 Local Professional Development Plan for its submission to the County Professional Development Committee for review. Moved by K. Love-Mathieu, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**EDUCATION COMMITTEE** – Minutes Attached.

**Action 09-209 RESOLUTION**

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

*Dorney Park, Allentown, PA – Music Department  
Museum & Learning Center, NJ State Police Headquarters, West Trenton,  
NJ - Grade 5*

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

**Action 09-210 RESOLUTION**

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

*Design Jewelry Collection – 8<sup>th</sup> Grade Class*

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

**PERSONNEL COMMITTEE** – No Meeting.

**Action 09-211 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 Form and Teacher Workshop Reimbursement Form. Moved by E. Hill, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-212 RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following substitutes, as emergent hires, for the 2008-2009 school year, as recommended by the Chief School Administrator, pending satisfactory criminal history review:*

*Gerd Becker – Teacher/Instructional Aide  
Emily Dura – Teacher/Instructional Aide  
Melissa Hamilton – Teacher/Instructional Aide  
Jasmine Stanmyer – Teacher/Instructional Aide*

*Moved by E. Hill, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**OPERATIONS COMMITTEE** – Minutes Attached.

**Action 09-213**

**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 K. Love-Mathieu, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-214**

**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 K. Love-Mathieu, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-215**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts a grant in the amount of \$15,367.50 from the New Jersey's Clean Energy Program to perform an Energy Audit for the Kingwood Township School. Moved by K. Love-Mathieu, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-216**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Clough Harbour and Associates, 2001 Route 46, Waterview Plaza, Parsippany, NJ, to perform an energy Audit in the amount of \$20,490.00. Moved by K. Love-Mathieu, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 09-217**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves a lawn care maintenance agreement with Copper Creek Landscape Management, Inc., 1106 State Hwy. 12, Frenchtown, NJ for*

\$350.00 per cut and trim, for fiscal year 2009. Moved by K. Love-Mathieu, seconded by L. Cascio. On roll call vote, resolution was **ADOPTED** as follows: ayes, 8; nays, 0; Abstain, 1(Hill).

**Action 09-218**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to extend the contract for long distance telephone service with XTel communications, 10 Lake Center Executive Park, Marlton, NJ, effective July 1, 2009 through June 30, 2010, as part of the Alliance for Competitive Telecommunications bid award. Moved by K. Love-Mathieu, seconded by L. Cascio. On roll call vote, resolution was **ADOPTED** as follows: ayes, 9; nays, 0.*

**POLICY COMMITTEE**

**Action 09-219**

**RESOLUTION**

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

*Policy # 6470 – Payment of Claims*

*Moved by E. Hill, seconded by T. PeterPaul. On roll call, resolution was **ADOPTED** as follows: ayes, 9; nays, 0.*

**FINANCE COMMITTEE** – Minutes Attached.

**Action 09-220**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to transfer \$135,450.00 from the 2008-2009 General Fund to the Capital Fund for the local share of State Project #2450-050-09-1001 – Equalization Tank Upgrade, pending Executive County Superintendent approval. Moved by D. Oertle, seconded by G. Karlsrud. On roll call, resolution was **ADOPTED** as follows: ayes, 9; nays, 0.*

**COMMUNICATION COMMITTEE** – No Meeting.

**STANDING COMMITTEE REPORTS**

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

**NEW BUSINESS** – None.

Mr. L. Cascio thanked Harry Hansen and Meaghan Emmons for setting up his on-line training and stated he liked the on-line training very much.

**OLD BUSINESS** – None.

**RECOGNITION  
OF THE PUBLIC:**

Ms. E. Ricardo, Ms. L. Schermerhorn – Teachers  
Mr. P. Lubitz – Town Council  
Mr. & Mrs. Nolan - Community

**Action 09-221**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 8:50 p.m. Moved by E. Hill, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes 9; nays, 0.*

Respectfully Submitted,

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Bobbie Beriont  
School Business Administrator/Board Secretary

Minutes prepared 03/03/09  
Minutes remain unofficial until Board approval.

Approved:

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Board President