

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – February 26, 2008

TIME AND PLACE: The regular meeting of the Board of Education was held on February 26, 2008, 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 7:37 p.m.

Pledge of Allegiance.

ROLL CALL:

Present:	Mary Ellen Pilch, President	Eugene Hill
	Kevin Bloom	Gary Karlsrud
	Kristine Bryer	Traci PeterPaul
	Lawrence Cascio	

Absent: Mr. Phillip Lubitz, Vice President
David Oertle

Mrs. Bryer left the meeting at 9:21 p.m.

DISTRICT ADMINISTRATORS

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

RECOGNITION OF PUBLIC:

Teachers: Mrs. J. Hyland and Mrs. A. Guenther
Parents: S. Norgard from the Kingwood Township Education Foundation

The Board of Education discussed the Preliminary 2008-2009 Budget. The Board was concerned with the Finance Committee's recommendation of reducing \$25,000 to return to the taxpayers for the savings incurred from leaving the State Health Benefits Plan. Some members of the Board of Education felt the \$25,000 would be more beneficial to use within the school. Other members felt it would be more financially responsible to monitor the 2008-2009 expenses and give it back to the taxpayers at the end of the year. Also, board members discussed if the budget is defeated, there will be cuts at the Township level.

Action 08-191**RESOLUTION**

BE IT RESOLVED that the Board of Education approves amending agenda item #6.8 to increase the General Fund budget to \$6,494,116 and increase the General Fund tax levy to \$6,842,464. Moved by K. Bloom, seconded by K. Bryer. This resolution was ADOPTED as follows: ayes, 7; nays, 0.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Mrs. Beriont discussed the following informational items:

- Diane Morris – Board/CSA Evaluation – April 8, 2008
- Financial and Personal Disclosure Forms – Due March 28, 2008
- Code of Ethics for School Board Members – Due March 28, 2008
- Board Self Evaluation and CSA Evaluation – Due March 17, 2008
- Memo from Maschio's Food Service on the Stage II Beef Recall
- Update on the Waste Treatment Plant – ACO will be put on Hold

Action 08-192**RESOLUTION**

BE IT RESOLVED that the Board of Education approves amending items #6.4 and #8.2.2. Moved by K. Bloom, seconded by L. Cascio. This resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-193**RESOLUTION**

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

January 22, 2008 – Regular Meeting Minutes

Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-194**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the January 2008 Payroll and FICA as follows:

<i>January 2008 Net Payroll</i>	<i>\$216,981.11</i>
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January 2008 Agency	\$169,128.75
January 2008 Board Share FICA	\$27,576.15
TOTAL PAYROLL JANUARY 2008:	\$413,686.01

Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-195**RESOLUTION**

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

February 2008 Prescription Bill List.....	\$306.99
February 2008 General Fund.....	\$172,098.83

Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-196**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the January 2008 line-item appropriation transfers attached to and made a part of these minutes. Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-197**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 2008; 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 K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-198**RESOLUTION**

BE IT RESOLVED that the Board of Education approves a donation to the Jennie M. Haver Memorial Scholarship Fund in the amount of \$50.00. Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-199

RESOLUTION

BE IT RESOLVED that the Board of Education approves the tentative 2008-2009 Budget:

WHEREAS, the 2008-2009 tentative budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A. 18A:7A-11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

THEREFORE BE IT RESOLVED the Board of Education approves the tentative 2008-2009 budget in the amount of \$6,842,464 authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

<i>General Fund.....</i>	<i>\$ 6,494,116</i>
<i>Special Revenue Fund.....</i>	<i>\$ 94,675</i>
<i>Debt Service Fund.....</i>	<i>\$ 253,673</i>
<i>Total Base Budget.....</i>	<i>\$ 6,842,464</i>

BE IT FURTHER RESOLVED, that the following amounts shall be raised from taxes:

<i>General Fund.....</i>	<i>\$4,965,603</i>
<i>Debt Service Fund.....</i>	<i>\$ 230,459</i>
<i>Total</i>	<i>\$5,196,062</i>

BE IT FURTHER RESOLVED, to acknowledge that the 2008-2009 budget as described above results in a general fund tax levy in the amount of \$4,965,603.

Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 6; nays, 1 (Hill).

Action 08-200

RESOLUTION

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

WHEREAS, the Kingwood Township Board Policy #4133, “Staff Reimbursement for Job Related Expenses”, and Bylaw #9250, “Board Member Reimbursement for Expenses” and NJAC 6A:23B-1.2 (b) provides that the Kingwood Township Board of Education shall establish, in the annual school budget, a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2008-2009 school year;

NOW THEREFORE BE IT RESOLVED, that the Kingwood Township Board of Education hereby establishes the school district travel maximum for the 2008-2009 at the sum of \$30,550; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-201

RESOLUTION

BE IT RESOLVED that the Board of Education approves to cancel the March 4, 2008 Board of Education Work Session Meeting. Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-202

RESOLUTION

BE IT RESOLVED that the Board of Education approves to re-schedule the Kingwood Township Board of Education Meeting of Tuesday, March 25, 2008 at 7:30 p.m. to Wednesday, March 19, 2008 at 7:30 p.m. Moved by K. Bloom, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-203

RESOLUTION

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

<i>March 5, 2008 @ 10:00 a.m.</i>	<i>To set the drawing for the position of candidates for the April 15, 2008 election.</i>
<i>March 19, 2008 @ 7:30 p.m.</i>	<i>To hold the public hearing on the 2008-2009 Budget.</i>
<i>April 22, 2008 @ 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 T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

CHIEF SCHOOL ADMINISTRATOR’S REPORT – L. L. Hartner

Mrs. Hartner discussed the following informational items:

- School Enrollment
- Staff Attendance
- Monthly Reports
- NJ School Report Card – Review
- Special Education – NJDOE Monitoring
- Kindergarten Screening
- Meetings Attended
- Review Progress Towards District Goals
- Beginning the Process of “Teacher of the Year”
- Superintendent’s Evaluation

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.

COMMITTEE REPORTS

EDUCATION COMMITTEE – Update on meeting held February 26, 2008

Action 08-204

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following Co-Curricular Fundraising Activity:

Project Love Sudan – 6th & 7th Grade Language Arts

Moved by G. Karlsrud, seconded by E. Hill. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-205

RESOLUTION

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

*Raritan Valley Community College – Raritan, NJ – Grade 7 – Novel Night
Eyes of the Wild – Washington, NJ – Grade 2 – Writing & Illustration
Museum & Learning Center, NJ State Police Headquarters, West Trenton,
NJ - Grade 5 – Trooper to discuss experiences*

Moved by G. Karlsrud, seconded by E. Hill. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-206

RESOLUTION

BE IT RESOLVED that the Board of Education accepts a donation of \$110.00 from Healthy Bones in Hunterdon, in the memory of Wanda Micek, Fitness Instructor, to purchase health and fitness related books for the media center. Moved by G. Karlsrud, seconded by E. Hill. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.

PERSONNEL COMMITTEE – Update will be given in Executive Session

Action 08-207

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following graduate courses for

Jennifer Griffith at the College of New Jersey for the Spring 2008 semester, plus books up to \$125.00 per course:

*Teaching and Learning through Multiple Intelligences - \$1,040.00
The Cooperative Classroom - \$1,040.00*

Moved by K. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-208

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 K. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-209

RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with regret, the disability retirement, for Joyce Bargowski – Teacher, effective January 1, 2008. Moved by K. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-210

RESOLUTION

BE IT RESOLVED that the Board of Education approves movement on the guide, effective September 1, 2008, for Sarah Tainow from BA to BA+15. Moved by K. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-211

RESOLUTION

BE IT RESOLVED that the Board of Education approves Deanna Fleming as a maternity leave replacement effective January 28, 2008 through May 16, 2008, pro-rated at BA Step 1 - \$43,150, as recommended by the Chief School Administrator, pending satisfactory criminal history review. Moved by K. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 6; nays, 0; abstain, 1 (Hill).

OPERATIONS COMMITTEE - Minutes Attached.

Action 08-212

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. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-213

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. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-214

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2007-2008 Joint Transportation Agreement with the Delaware Valley Regional High School for the following special education route SP16 from January 2008 through June 2008 at a rate of \$9,476.40. Moved by K. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-215

RESOLUTION

BE IT RESOLVED that the Board of Education approves a lawn care maintenance agreement with Ken Grieco Property Management L.L.C., 340 Old Croton Road, Flemington, NJ 08822, for \$325.00 per cut and trim. Moved by K. Bloom, seconded by E. Hill. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

POLICY COMMITTEE – Administrative Meeting with Strauss-Esmay in March.

FINANCE COMMITTEE – E. Hill gave an update during the Preliminary Budget Discussion.

COMMUNICATION COMMITTEE

STANDING COMMITTEE REPORTS

- Hunterdon County School Boards – Met with New County CSA
- 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: Mrs. J. Hyland and Mrs. A. Guenther
Parents: S. Norgard from the Kingwood Township Education Foundation

Mrs. Norgard thanked the Board for increasing the budget since it takes a lot of work for volunteers to raise \$25,000.

Action 08-216

RESOLUTION

BE IT RESOLVED that the Board of Education entered Executive Session at 9:22 p.m. to discuss negotiations. Moved by E. Hill and seconded by G. Karlsrud. Resolution was ADOPTED as follows: ayes, 7; nays, 0.

K. Bryer excused herself from executive session due to being a member of NJEA.

The Board returned to open session at 9:25 p.m. All Board members were present except for K. Bryer.

Action 08-217

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 9:26 p.m. Moved by E. Hill, seconded by K. Bloom. Resolution was ADOPTED as follows: ayes 6; nays, 0.

Respectfully Submitted,

Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 03/06/08
Minutes remain unofficial until Board approval.

Approved:

Board President