

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Regular Meeting – March 19, 2008**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on March 19, 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 March 6, 2008.

**CALL TO ORDER:** The meeting was called to order by Board President Mary Ellen Pilch at 7:34 p.m.

Pledge of Allegiance.

**ROLL CALL:**

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

Mr. Cascio left the meeting at 8:25 p.m.

Mr. Oertle left the meeting at 9:03 p.m.

**DISTRICT ADMINISTRATORS**

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

**PUBLIC HEARING ON THE 2008-2009 PROPOSED BUDGET:**

Mrs. Hartner presented the 2008-2009 Budget.

**RECOGNITION OF PUBLIC:**

Teachers: Mrs. S. Alpaugh  
 Public: Several members of the Public.

Mr. Oertle and Mr. Lubitz discussed reducing the budget by \$25,000 as per the Finance Committee’s recommendation.

**Action 08-218 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 school year 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 K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 08-219 RESOLUTION**

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

***WHEREAS**, the 2008-2009 final 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:*

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

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

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

**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 E. Hill, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 2(Lubitz, Oertle).

**CLOSE OF PUBLIC HEARING - ON TO REGULAR MEETING.**

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

Mrs. Beriont discussed the following informational items:

- HCSBA Executive Committee Nominations
- Loss of Title I Basic Grant for 2008-2009
- Information on Write-In Candidates
- Ethics & Financial Disclosure Forms - March 28, 2008
- Board Self Evaluation and CSA Evaluation - March 17, 2008
- Update on Administrative Consent Order – DEP
- Letter from L. Davy, Travel Regulations – March 17, 2008

**Action 08-220**

**RESOLUTION**

*BE IT RESOLVED* that the Board of Education approves amending items #8.2.3, #8.2.4 and #8.3.1 and add #8.2.10 and #8.3.2. Moved by P. Lubitz, seconded by T. PeterPaul. This resolution was ADOPTED as follows: ayes, 9; nays, 0.

**Action 08-221**

**RESOLUTION**

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

*February 26, 2008 – Regular Meeting Minutes*

*February 26, 2008 – Executive Session Minutes*

Moved by G. Karlsrud, seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0; abstain, 2 (Lubitz, Oertle).

**Action 08-222**

**RESOLUTION**



Mrs. Hartner discussed the following informational items:

- School Enrollment
- Staff Attendance
- Monthly Reports
- Budget Hearing
- State Assessment Administration
- 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.

## **COMMITTEE REPORTS**

### **EDUCATION COMMITTEE**

#### **Action 08-226**

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the purchase of a student information system, PowerSchool, at cost of \$16,380.00 which includes the first year annual maintenance of \$2,047.50. Moved by T. PeterPaul, seconded by G. Karlsrud. On roll call, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

#### **Action 08-227**

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the ESY (Extended School Program) for special needs students to be held at Kingwood Township School from July 7, 2008 thru August 12, 2008, plus transportation, for the elementary class from 9:00 a.m. to 1:00 p.m. Moved by T. PeterPaul, seconded by G. Karlsrud. On roll call, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

#### **Action 08-228**

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 2008-2009 school calendar. Moved by T. PeterPaul, seconded by G. Karlsrud. On roll call, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-229**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts a donation from Mrs. Horvath of one hundred cookbooks to the eighth grade class for a fundraising activity. Moved by T. PeterPaul, seconded by G. Karlsrud. On roll call, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**PERSONNEL COMMITTEE**

**Action 08-230**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Barbara Simon as a substitute Teacher/Instructional Aide for the 2007-2008 school year, 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 08-231**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts, with regret the resignation of Michelle D. Pieper, Teacher, effective June 30, 2008. Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-232**

**RESOLUTION**

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

***WHEREAS**, Bobbie Beriont, School Business Administrator/Board Secretary, is attending the New Jersey School Business Officials Conference in Atlantic City from May 6, 2008 through May 9, 2008; and*

***WHEREAS**, the attendance at stated function was previously approved by the Kingwood Township Board of Education and the Chief School Administrator on May 22, 2007, within the School Business Administrator's contract; and*

***WHEREAS**, the attendance at this function is approved as work related and within the scope of the work responsibilities of the attendee, furthering efficient operation of the school district; and fiscally prudent; and*

***WHEREAS**, the travel and related expenses particular to attendance at this function will exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter; and*

***WHEREAS**, in-state conferences will be reimbursed for overnight lodging and meal costs, if a contract with the conference sponsor was executed prior to Commissioner Davy's letter dated March 17, 2008; and*

***THEREFORE, BE IT RESOLVED***, that the Kingwood Township Board of Education finds the travel and related expenses and the excess expenses particular to attendance at this function necessary;

***BE IT FURTHER RESOLVED***, that the excess is justified and therefore reimbursable.

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

**Action 08-233**

**RESOLUTION**

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

***WHEREAS***, Eric Carr, Building and Grounds Supervisor, is attending the New Jersey School Buildings and Grounds Association Annual Conference in Atlantic City from April 1, 2008 through April 2, 2008; and

***WHEREAS***, the attendance at stated function was previously approved by the Kingwood Township Board of Education and the Chief School Administrator at the February 26, 2008 Board of Education meeting; and

***WHEREAS***, the attendance at this function was approved as work related and within the scope of the work responsibilities of the attendee, furthering efficient operation of the school district; and fiscally prudent; and

***WHEREAS***, the travel and related expenses particular to attendance at this function will exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter; and

***WHEREAS***, in-state conferences will be reimbursed for overnight lodging and meal costs, if a contract with the conference sponsor was executed prior to Commissioner Davy's letter dated March 17, 2008; and

***THEREFORE, BE IT RESOLVED***, that the Kingwood Township Board of Education finds the travel and related expenses and the excess expenses particular to attendance at this function necessary;

***BE IT FURTHER RESOLVED***, that the excess is justified and therefore reimbursable.

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

**Action 08-234**

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

**Action 08-235****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves a maternity leave for Amber Gale, Teacher, effective April 21, 2008 through the first marking period of the 2008-2009 school year, using her disability leave and enacting both the Federal Medical Leave Act and the New Jersey Family Leave Act, 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 08-236****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves a maternity leave for Maureen Silva, Teacher, effective May 13, 2008 through November 21, 2008, using her disability leave and enacting both the Federal Medical Leave Act and the New Jersey Family Leave Act, 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 08-237****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves a child-rearing leave for Maureen Silva, Teacher, in accordance with Article XXI of the collective bargaining agreement effective November 21, 2008 through June 30, 2009. Moved by D. Oertle, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-238****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Tricia Toone, as a maternity leave replacement, effective April 16, 2008 through June 19, 2008, at MA Step 1 - \$44,550 pro-rated to start date, 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 08-239****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following graduate courses for Ian White at the West Chester University for the Summer 2008 Semester, plus books up to \$125.00 per course:*

*Methods & Materials - \$1,202.50  
Intro to Electronic Music - \$ 809.50*

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



**OPERATIONS COMMITTEE** - Minutes Attached.

**Action 08-240**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts a donation from Mr. Andy Ubel of 30 yards of mulch to be used for landscaping. Moved by K. Bloom, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 08-241**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Omni Environmental, LLC, Princeton, NJ, to assess if a Stream Visual Assessment Protocol can be performed at a cost not to exceed \$2,000.00. Moved by K. Bloom, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

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

**FINANCE COMMITTEE** – Minutes Attached.

**COMMUNICATION COMMITTEE** – Minutes Attached.

**STANDING COMMITTEE REPORTS**

- Hunterdon County School Boards – No Meeting
- 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. S. Alpaugh  
Public: Several members of the Public.

**Action 08-242**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 9:09 p.m. Moved by P. Lubitz, seconded by E. Hill. Resolution was ADOPTED as follows: ayes 7; nays, 0.*

Respectfully Submitted,

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Bobbie Beriont  
School Business Administrator/Board Secretary

Minutes prepared 03/27/08  
Minutes remain unofficial until Board approval.

Approved:

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Board President