

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Annual School Organization/Regular Meeting – April 23, 2012**

**TIME AND PLACE:** The 2012-2013 school reorganization and regular meeting of the Board of Education was held on April 23, 2012, 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 April 5, 2012.

**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:**

<b>Present:</b>	Mary Ellen Pilch, President	Kimberly Malina
	Kevin Bloom, Vice President	Anthony Planer
	Joseph DePinto	Lance Riggio
	Gary Karlsrud	Laurie Willard
	Jill Lonergan	

**DISTRICT ADMINISTRATORS**

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

**RECOGNITION OF PUBLIC:**

Mary Ann Friedman gave an update on the 2011-2012 Board Self Evaluation.

**Action 12-242**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education entered Executive Session at 8:17 p.m. to discuss the 2011-2012 Chief School Administrator Evaluation. Moved by G. Karlsrud, seconded by K. Bloom. Resolution was ADOPTED as follows: ayes, 9; nays, 0.*

The Board returned to open session at 8:44 p.m. All Board members were present.

**Action 12-243**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the School Board Meeting Calendar attached to and made a part of these minutes. Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-244**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following appointments/re-appointments for the 2012-2013 school year:*

*Business Administrator/Board Secretary .....Bobbie Beriont*  
*Treasurer of School Monies .....Diane Laudenbach, CMFO/CTC*  
*School Attorney .....Fogarty and Hara, Counsellors at Law*  
*School Auditor .....William Colantano*  
*School Physician.....Phillips Barber*  
*School Insurance Agent .....Raymond L. Hughes*  
*School Health Insurance Agent .....Brown & Brown Benefit Advisors*  
*School Plumber.....Richard E. Yard, Plumbing & Heating*  
*School Electrician.....Mt. Salem Electric Co. Inc.*  
*School HVAC/Boilers & Heating Systems.....Mechanical Preservation Associates, Inc.*  
*Alternate HVAC/Boilers & Heating Sys. ....Hobbie Heat & Power, Inc.*  
*Licensed Water Operator.....McGowan, LLC*  
*Waste Treatment Plant Lic. Oper. ....Garco Research Company*  
*Architect of Record .....Spiezle Group, Inc.*  
*Engineer for Waste Treatment Plant .....Applied Water Management, Inc.*  
*Occupational Therapy Services .....Therapeutic Intervention, Inc.*  
*Physical Therapy Services .....Children's Therapy Services, Inc.*  
*Affirmative Action Officer.....Scott Yerger*  
*Title IX Coordinator .....Scott Yerger*  
*Attendance Officer .....Scott Yerger*  
*Substance Awareness Coordinator.....Scott Yerger*  
*BSI Representative .....Scott Yerger*  
*Anti-Bullying Coordinator.....Scott Yerger*  
*Anti-Bullying Specialist .....Jen Leap & David Moscovitz*  
*Labor Relations Officer .....Rick Falkenstein*  
*BSI Representative .....Rick Falkenstein*  
*504 Officer .....Leslie Callanan*  
*Liaison to DYFS.....Leslie Callanan*  
*Right to Know Custodian.....Eric Carr*  
*AHERA Representative .....Eric Carr*  
*Safety Committee Coordinator .....Eric Carr*  
*IPM Coordinator .....Eric Carr*

Indoor Air Quality Coordinator.....Eric Carr  
 Toxic Hazard Preparedness Officer .....Eric Carr  
 PAD Coordinator.....Cindy Arancio  
 Public Agency Compliance Officer.....Bobbie Beriont  
 Purchasing Agent.....Bobbie Beriont  
 Custodian of Records.....Bobbie Beriont  
 Official Newspaper .....Hunterdon County Democrat  
 Alternate Newspapers .....Express Times  
 .....The Courier News

Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.

**Action 12-245**

**RESOLUTION**

BE IT RESOLVED that the Board of Education authorizes the following signatures on the accounts maintained by the Board of Education for the 2012-2013 school year:

Investors Savings Bank:

KTS BOE Cafeteria Account (Any 1 Signature) .....Chief School Admin./Principal  
 .....Board Secretary

KTS BOE General Fund (Any 3 Signatures) .....President or Vice-President  
 .....Secretary and Treasurer

KTS BOE Payroll Net (Any 1 Signature).....President, Vice-President  
 .....Secretary, or Treasurer

KTS BOE Capital Reserve (Any 3 Signatures) .....President or Vice-President  
 .....Secretary and Treasurer

KTS BOE Payroll Agency (Any 1 Signature).....President, Vice-President  
 .....Secretary, or Treasurer

KTS BOE Petty Cash (Any 1 Signature).....President, Vice-President  
 .....Secretary, or Treasurer

KTS BOE Unemployment Trust (Any 1 Signature).....President, Vice-President  
 .....Secretary, or Treasurer

KTS BOE Prescription Account (Any 1 Signature) .....President, Vice-President  
 .....Secretary, or Treasurer

KTS BOE Student Activities (Any 2 Signatures).....Chief School Admin./Principal,  
 .....President and Secretary

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

**Action 12-246**

**RESOLUTION**

*BE IT RESOLVED, that Investor Savings Bank of New Jersey be designated as the depository of record for the Kingwood Township Board of Education accounts; and*

*BE IT FURTHER RESOLVED, that investments can be secured in any other bank holding a current certificate of eligibility from the State of New Jersey Banking Association.*

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

**Action 12-247**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education designates the School Funds Investor as the Board Secretary/Business Administrator pursuant to N.J.S.A. 17:12B-241. Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-248**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education establishes a Petty Cash Fund in the amount of \$1,500.00 for the 2012-2013 school year and appoints Bobbie Beriont, School Business Administrator/Board Secretary as custodian of the same. Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-249**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the policies, by-laws, and administrative procedures of the Kingwood Township Board of Education for the ensuing school year. Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-250**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the existing curriculum and textbooks for implementation in the ensuing school year. Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-251**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education authorizes the Chief School Administrator and the Business Administrator to implement the 2012-2013 budget, once certified and finalized, pursuant to local and state policies and regulations. Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-252****RESOLUTION**

*BE IT RESOLVED that the Board of Education authorizes certified school personnel to collect and maintain the following types of pupil records as required by N.J.A.C. 6A:32-7.1 – 6A:32-8.3 and Board of Education Policy 8330 “Pupil Records”. Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.*

In accordance with Bylaw 0142 “Code of Ethics” and N.J.S.A, 18A:12-21.1, the Board of Education discussed the Board Member Code of Ethics. Each member signed documentation that he/she has received a copy of it and has read and understood it.

**Action 12-253****RESOLUTION**

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

*WHEREAS, the Procurement Law 18A:18A-2, was signed into law by former Governor Whitman and became effective on April 17, 2000, and;*

*WHEREAS, the Procurement Law N.J.S.A. 18A:18A-3(b), was signed into law by Governor Chris Christie and became effective on July 1, 2010, and;*

*WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and;*

*WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate the bid threshold in a contract year, may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and;*

*WHEREAS, 18A:18A-3 also authorizes a Board of Education to establish a bid threshold of \$36,000 if they employ a purchasing agent as determined by the Department of Community Affairs, and;*

*WHEREAS, 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.*

***NOW THEREFORE BE IT RESOLVED,** that the Kingwood Township School District Board of Education pursuant to the statutes cited above hereby appoints Bobbie Beriont, Business Administrator & Board Secretary as its duly authorized purchasing agent, and is duly assigned the authority and responsibility for the purchasing activity of the Kingwood Township School District, and;*

**BE IT FURTHER RESOLVED**, that Bobbie Beriont is hereby authorized to award contracts on behalf of the Kingwood Township School District Board of Education that are in the aggregate less than 15% of the bid threshold without soliciting competitive quotations, and;

**BE IT FURTHER RESOLVED**, that Bobbie Beriont is hereby authorized to seek competitive quotations, when applicable and practicable and award such contracts when they in the aggregate exceed 15% of the bid threshold but less than the established bid threshold, and;

**BE IT FURTHER RESOLVED**, that Bobbie Beriont is hereby authorized as a purchasing agent as determined by the Department of Community Affairs and holds a certificate attesting to same which authorizes her to issue contracts **up to \$36,000** without soliciting competitive bids.

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

**Action 12-254**

**RESOLUTION**

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

**WHEREAS**, the Kingwood Township Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Kingwood Township Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Kingwood Township Board of Education intends to enter into contracts with the following Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

**THEREFORE BE IT RESOLVED**, that the Kingwood Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from the following approved New Jersey State Contract Vendors for the 2012-2013 school year pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, that the Kingwood Township Board of Education Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and

**BE IT FURTHER RESOLVED**, that the duration of the contracts between the Kingwood Township Board of Education and the Referenced State Contract Vendors shall be from July 1, 2012 to June 30, 2013.

<i>BFI</i> .....	<i>Furniture</i>
<i>Tanner of North Jersey</i> .....	<i>Furniture</i>
<i>Allied Equipment</i> .....	<i>Furniture</i>
<i>Konica/Minolta</i> .....	<i>Copy Machines &amp; Supplies</i>
<i>Emtec</i> .....	<i>Technology</i>
<i>Dell Computers</i> .....	<i>Technology</i>
<i>Apple Computers</i> .....	<i>Technology</i>
<i>Tom Caine &amp; Associates</i> .....	<i>Technology</i>
<i>Lenovo, Inc.</i> .....	<i>Technology</i>
<i>AV Business Communications</i> .....	<i>Technology</i>
<i>Certified Chemical</i> .....	<i>Maintenance Items</i>
<i>Fastenal</i> .....	<i>Maintenance Items</i>
<i>Grainger</i> .....	<i>Maintenance Items</i>
<i>Crest Paper Products</i> .....	<i>Paper/Maintenance Items</i>
<i>Direct Flooring</i> .....	<i>Flooring/Carpeting</i>
<i>Hannon Floors</i> .....	<i>Flooring/Carpeting</i>
<i>Stempler’s Drapery &amp; Carper</i> .....	<i>Drapery &amp; Carpet</i>
<i>Hunterdon County Educational Svcs</i> .....	<i>Supplies &amp; Furniture</i>
<i>Middlesex Regional Ed. Svcs.</i> .....	<i>Supplies/Technology/Furn.</i>
<i>BCI Burke</i> .....	<i>Playground Equip.</i>
<i>Ben Shaffer &amp; Associates</i> .....	<i>Playground Equip.</i>
<i>School Specialty Products</i> .....	<i>Classroom Supplies/Furn.</i>
<i>Kurtz Brothers</i> .....	<i>Classroom Supplies/Furn.</i>
<i>Lakeshore Learning Materials</i> .....	<i>Classroom Supplies/Furn.</i>

Moved by K. Bloom, seconded by K. Malina. On roll call, the resolution was ADOPTED as follows: ayes, 9; nays, 0.

**Action 12-255**

**RESOLUTION**

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

**WHEREAS**, the Kingwood Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS**, N.J.S.A. 18A:11-12 et seq. requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, a Board of Education may establish, for regular district business travel only as described in NJOMB Circular Letter 06-14, including amendments or revisions thereto, a threshold amount below which Board approval is not required; and

**WHEREAS**, the Board of Education establishes, for regular district business travel only, an annual school year threshold of \$1,500.00 per employee as described in N.J.A.C. 6A:23A-7.3B and where prior Board approval shall not be required unless this annual threshold is exceeded in a given school year (July 1 through June 30); and

**WHEREAS**, the Board of Education finds that a mileage reimbursement rate equal to that of the NJOMB mileage reimbursement rate is a reasonable rate; and

**THEREFORE BE IT RESOLVED** the Board of Education approves the amounts set forth for regular district business travel and statutorily authorizes travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount.

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

**Action 12-256**

**RESOLUTION**

**BE IT RESOLVED** that the Board of Education approves the following 2012-2013 Tax Shelter Annuities:

<i>The Equitable</i>	<i>Variable Annuity Life Insurance Company</i>
<i>Equi-vest</i>	<i>c/o Chase Bank of Texas</i>
<i>Unit Annuity Collections</i>	<i>PO Box 200777</i>
<i>PO Box 13463</i>	<i>Houston, TX 77216-0777</i>
<i>Newark, NJ 07188-0463</i>	
<i>Lincoln Investment Planning, Inc.</i>	
<i>Quick Mail</i>	
<i>Lincoln Investment Planning, Inc.</i>	
<i>18 Glenside Avenue</i>	
<i>Wyncote, PA 19095-1595</i>	

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

**Conclusion of the Annual School Organization. On to Regular Business.**

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

Mrs. Beriont discussed the following informational items:

- NJSBA Delegation Assembly – May 19, 2012
- Letter from WeTip recognizing NJSBAIG – ERIC West



- School Board Nominating Petitions Due June 5, 2012
- DelVal Transportation – Bus Lease & Refinance
- Voter Referendum – Resolution Kingwood Municipality – April 20, 2012

**Action 12-257**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to amend #7.3. Moved by K. Bloom and seconded by J. Lonergan. This resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-258**

**RESOLUTION**

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

*March 27, 2012 – Public Hearing on the Budget/Regular Meeting Minutes*

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

**Action 12-259**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the March 2012 Payroll and FICA as follows:*

<i>March 2012 Net Payroll</i>	<i>\$258,882.04</i>
<i>March 2012 Agency</i>	<i>\$172,417.19</i>
<i>March 2012 Board Share FICA</i>	<i>\$30,345.12</i>
<i>March 2012 Board Share DCRP</i>	<i>\$271.96</i>
<b><i>TOTAL PAYROLL MARCH 2012:</i></b>	<b><i>\$461,916.31</i></b>

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

**Action 12-260**

**RESOLUTION**

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

*April 2012 General Fund.....\$885,868.68*

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

**Action 12-261**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the March 2012 line-item appropriation transfers attached to and made a part of these minutes. Moved by G. Karlsrud, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-262****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 March 2012; 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 G. Karlsrud, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-263****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following contracts/fees for professional services for the 2012-2013 school year as per attached:*

*Attorney: Fogarty and Hara Esq.  
16-00 Route 208 South  
Fair Lawn, NJ 07410*

*Architect: Spiezle Group  
120 Sanhican Drive  
Trenton, NJ 08618*

*Auditor: William Colantano  
100 Route 31 North  
Washington, NJ 07882*

*Waste Treatment Operator:  
Garco Research Company  
PO Box 404  
Annadale, NJ 08801*

*Water Operator: McGowan, LLC  
213 Lakeview Ave  
Ringwood, NJ 07456*

*Physician: Phillips-Barber Family Health  
72 Alexander Avenue  
Lambertville, NJ 08530*

*Waste Treatment Engineer:*  
*Applied Water Management, Inc.*  
*2 Clerico Lane*  
*Hillsborough, NJ 08844*

*Occupational Therapist:*  
*Therapeutic Intervention, Inc.*  
*1389 Plymouth Road*  
*Bridgewater, NJ 08807*

*Physical Therapist:* *Children's Therapy Services, Inc.*  
*121 Fairview Avenue*  
*Milford, NJ 08848*

*Neurological Evaluations:*  
*Developmental Pediatric Associates*

*Audiological Evaluations:*  
*Hunterdon Healthcare of Speech & Hearing*

*Psychiatric & Neuropsychiatric Evaluations:*  
*Dr. Pamela F. Moss, M.D., LLC,*

*Psychiatric & Neuropsychiatric Evaluations:*  
*Dr. Jay D. Kuris, M.D., and Associates*

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

**Action 12-264**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following quotes for contractors for the 2012-2013 school year:*

*Plumber:* *Richard E. Yard, Plumbing & Heating, Inc.*  
*58 Pine Hill Rd.*  
*Stockton, NJ 08559*

*HVAC/Boiler:* *Mechanical Preservation Associates, Inc.*  
*399 Roycefield Road*  
*Hillsborough, NJ 08844*

*HVAC Alternate:* *Hobbie Heat & Power, Inc.*  
*Heating/Boiler* *104 Parker Street*  
*Chester, NJ 07930*

Electric:                   Mt. Salem Electrical Company, Inc.  
79 Mt. Salem Rd.  
Pittstown, NJ 08867

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

**Action 12-265**

**RESOLUTION**

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

***WHEREAS***, each of the school districts participate as a sending districts to the Delaware Valley Regional High School; and

***WHEREAS***, each of the school districts and the Delaware Valley High School respective Boards of Education share a common philosophy that each student is provided with the best possible educational experience from Kindergarten through the 12<sup>th</sup> grade; and

***WHEREAS***, each of the school districts and the Delaware Valley High School respective Boards of Education share a common goal of continuing to realize fiscal operating efficiencies by acting like a K-12 district; and

***WHEREAS***, the Board Presidents of the Delaware Valley Regional High School and the other sending districts have met on a routine basis to articulate Board Goals and progress toward achieving outcomes so as to identify opportunities to leverage and standardize; and

***WHEREAS***, the Chief School Administrators of the Delaware Valley Regional High School and the other sending districts have met on a routine basis to articulate School Goals and have indentified educational opportunities to leverage and standardize; and

***WHEREAS***, the School Business Administrators of the Delaware Valley Regional High School and the other sending districts have met on a regular basis to articulate fiscal operating efficiencies and have identified opportunities for cost savings throughout the districts; and

***NOW, THEREFORE, BE IT RESOLVED*** that these groups continue to meet on a routine basis and report to their respective Boards of Education the opportunities and outcomes of these meetings.

*Moved by G. Karlsrud, seconded by A. Planer. 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
- Thank You to Mr. Yerger for arranging the Second Annual Knight's Challenge
- Thank You KTEF for Hosting the Annual Spring Gala
- NJ ASK Assessments begin April 23, 2012
- KTS School Garden
- Bullying Incident Report - 3
- 7<sup>th</sup> Grade Public Service Announcements with iPads
- Suspensions
- Meetings Attended

Dr. Falkenstein held a Public Hearing on the Internet Safety Policy – there was no public input.

**Action 12-266**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached application for funds to support implementation of the Anti-Bullying Bill of Rights Act for the purpose described in the application, in the amount of \$39,020.00, starting on July 1, 2011 and ending on June 30, 2012. Moved by J. Lonergan, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-267**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Kingwood Township 2012-2013 Local Professional Development Plan for its submission to the County Professional Development Committee for review. Moved by J. Lonergan, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-268**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Kingwood Township School District Emergency Crisis Management and Response Plan for the 2011-2012 school year. Moved by J. Lonergan, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**COMMITTEE REPORTS**

**EDUCATION COMMITTEE**

**Action 12-269**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to establish the student activity fee for the 2012-2013 school year at \$50 per student for sports activities and \$30 for co-curricular activities. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-270****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following extended school year programs and receiving tuition rates as follows:*

*Pre-K (H) - \$1,500 (1/2 day session)  
Elementary Program (1/2 day) - \$1,500  
Tuition rates exclude speech services, occupational and physical therapy.*

*Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-271****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Kingwood Township Board of Education to sponsor a \$50.00 American Express Gift Check (costing \$52.50), accompanied by a plaque (costing \$13.50), recognizing the "Highest Academic Achievement" of an eighth grade student. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-272****RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts a donation from the Kingwood Township Parks and Recreation Committee in the amount of \$200.00 for the Kingwood Township School Sportsters Account. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-273****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 8<sup>th</sup> Grade dance to be held at Razberry's on June 7, 2012. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-274****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 2012-2013 10-month receiving tuition rate for the following:*

<i>Pre-School – Disability</i>	<i>\$8,000 (1/2 Day Session)</i>
<i>Pre-School – Regular</i>	<i>\$3,000 (1/2 Day Session)</i>
<i>Multiple Disability</i>	<i>\$16,000</i>
<i>Grades K-4 – Regular</i>	<i>\$3,000</i>

*Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**PERSONNEL COMMITTEE****Action 12-275****RESOLUTION**

*BE IT RESOLVED that the Board of Education entered Executive Session at 9:28 p.m. to discuss the terms of employment for the 2012-2013 school year for certificated staff members. Moved by G. Karlsrud, seconded by J. DePinto. Resolution was ADOPTED as follows: ayes, 9; nays, 0.*

The Board returned to open session at 9:46 p.m. All Board members were present.

**Action 12-276****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Rick Falkenstein as Chief School Administrator, as per his four year contract, for an annual salary of \$147,088.00 effective July 1, 2012. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-277****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves one (1) day unpaid leave of absence for Maureen Silva, Teacher, as recommended by the Chief School Administrator. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-278****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Bobbie Beriont, School Business Administrator, to attend the WeTip National Conference to accept the "Special Project" Award on behalf of New Jersey School Boards Insurance Group – ERIC West from April 26, 2012 to April 28, 2012. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-279****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following 2012-2013 Substitute Rates:*

<i>Teacher</i>	<i>\$ 85.00 per day</i>
<i>Nurse</i>	<i>\$110.00 per day</i>
<i>Instructional Aide</i>	<i>\$ 85.00 per day</i>
<i>Custodian</i>	<i>\$ 10.50 per hour</i>
<i>Secretary</i>	<i>\$ 10.00 per hour</i>
<i>Cafeteria Aide</i>	<i>\$ 10.00 per hour</i>

*Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-280****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached 2012-2013 employment contract for Leslie Callanan, Supervisor of Special Services/Psychologist, PCN# CST-EL-SPSY-NA-1), at a salary of \$78,260.00, and will receive tenure in this position on September 1, 2012, as recommended by the Chief School Administrator (Employee has been issued a Rice Notice). Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-281****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Leslie Callanan, Supervisor of Special Services/Psychologist, to supervise the 2012 ESY (Extended School Year) Program, as recommended by the Chief School Administrator. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-282****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached 2012-2013 employment contract for Scott Yerger, Assistant Principal, PCN# ADM-EL-APRN-NA-1, at an annual salary of \$84,909.00, as recommended by the Chief School Administrator (Employee has been issued a Rice Notice). Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-283****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to offer employment to Bobbie Beriont for the 2012-2013 school year, pending contract approval from the Hunterdon County Executive County Superintendent (Employee has been issued a Rice Notice). Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-284****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to cancel the following Graduate Course for Scott Johnson at Lebanon Valley College:*

*Principles of Physics and Physical Science – June 2012 - \$1,300.00*

*Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-285****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to the following Graduate Course for Scott Johnson at Lebanon Valley College:*

*Watersheds and Wetlands - Citizen Science – June 2012 - \$1,300.00*



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

**Action 12-286****RESOLUTION**

BE IT RESOLVED that the Board of Education approves to offer employment to the KTS tenured teaching staff for the 2012-2013 school year as per the following list, as recommended by the Chief School Administrator. (All employees have been issued a Rice Notice):

<i>Last Name</i>	<i>First Name</i>	<i>12-13 Step</i>	<i>Degree</i>	<i>12-13 Salary</i>
<i>Alpaugh</i>	<i>Sara</i>	<i>13</i>	<i>MA</i>	<i>\$ 60,410</i>
<i>Arancio</i>	<i>Cynthia</i>	<i>11</i>	<i>BA+15</i>	<i>\$ 56,570</i>
<i>Bacon</i>	<i>David</i>	<i>22</i>	<i>BA+30</i>	<i>\$ 73,455</i>
<i>Cooney</i>	<i>Peggy</i>	<i>15</i>	<i>MA</i>	<i>\$ 62,700</i>
<i>Farrar</i>	<i>Patricia</i>	<i>13</i>	<i>MA+30</i>	<i>\$ 62,410</i>
<i>Ferlauto</i>	<i>Diane</i>	<i>11</i>	<i>BA</i>	<i>\$ 55,270</i>
<i>Gale</i>	<i>Amber</i>	<i>9</i>	<i>MA</i>	<i>\$ 56,530</i>
<i>Gardiner</i>	<i>Delia</i>	<i>22</i>	<i>(.8) MA</i>	<i>\$ 59,244</i>
<i>Grieco</i>	<i>Kristen</i>	<i>9</i>	<i>BA</i>	<i>\$ 53,330</i>
<i>Griffith</i>	<i>Jennifer</i>	<i>11</i>	<i>BA+15</i>	<i>\$ 56,570</i>
<i>Guenther</i>	<i>Angela</i>	<i>22</i>	<i>BA+30</i>	<i>\$ 73,455</i>
<i>Hansen</i>	<i>Alice</i>	<i>19</i>	<i>BA+15</i>	<i>\$ 66,785</i>
<i>Hefty</i>	<i>Angela</i>	<i>9</i>	<i>BA</i>	<i>\$ 53,330</i>
<i>Hurley</i>	<i>Ella</i>	<i>13</i>	<i>MA</i>	<i>\$ 60,410</i>
<i>Hyland</i>	<i>Joanne</i>	<i>17</i>	<i>BA</i>	<i>\$ 62,315</i>
<i>Johnson</i>	<i>Scott</i>	<i>19</i>	<i>MA</i>	<i>\$ 68,685</i>
<i>Kapsimalis</i>	<i>Nina</i>	<i>19</i>	<i>MA+30</i>	<i>\$ 70,685</i>
<i>King</i>	<i>Donna</i>	<i>21</i>	<i>BA+15</i>	<i>\$ 70,305</i>
<i>Kristel</i>	<i>Diane</i>	<i>17</i>	<i>MA+30</i>	<i>\$ 67,515</i>
<i>Kucker</i>	<i>Tara</i>	<i>9</i>	<i>BA</i>	<i>\$ 53,330</i>
<i>Larthey</i>	<i>Allison</i>	<i>9</i>	<i>BA+30</i>	<i>\$ 55,930</i>
<i>Losch</i>	<i>Jeni</i>	<i>7</i>	<i>MA</i>	<i>\$ 54,630</i>
<i>March</i>	<i>Susan</i>	<i>7</i>	<i>BA+30</i>	<i>\$ 54,030</i>
<i>Michalski</i>	<i>Stacey</i>	<i>9</i>	<i>BA</i>	<i>\$ 53,330</i>
<i>Mizin</i>	<i>Deanna</i>	<i>5</i>	<i>BA</i>	<i>\$ 49,840</i>
<i>Moscowitz</i>	<i>David</i>	<i>17</i>	<i>MA</i>	<i>\$ 65,515</i>
<i>Naples</i>	<i>Aileen</i>	<i>11</i>	<i>BA</i>	<i>\$ 55,270</i>
<i>Plytynski</i>	<i>Diane</i>	<i>15</i>	<i>MA</i>	<i>\$ 62,700</i>
<i>Pope</i>	<i>Cynthia</i>	<i>22</i>	<i>MA+30</i>	<i>\$ 76,055</i>

<i>Ricardo</i>	<i>Eileen</i>	<i>19</i>	<i>BA+30</i>	<i>\$ 68,085</i>
<i>Richmond</i>	<i>William</i>	<i>7</i>	<i>MA</i>	<i>\$ 54,630</i>
<i>Ross</i>	<i>Debra</i>	<i>17</i>	<i>BA+30</i>	<i>\$ 64,915</i>
<i>Schermerhorn</i>	<i>Loraine</i>	<i>11</i>	<i>BA+30</i>	<i>\$ 57,870</i>
<i>Silva</i>	<i>Maureen</i>	<i>19</i>	<i>BA</i>	<i>\$ 65,485</i>
<i>Snyder</i>	<i>Deborah</i>	<i>22</i>	<i>MA+15</i>	<i>\$ 74,915</i>
<i>Taffera</i>	<i>Kathryn</i>	<i>17</i>	<i>BA</i>	<i>\$ 62,315</i>
<i>Vecere</i>	<i>Rebecca</i>	<i>13</i>	<i>MA</i>	<i>\$ 60,410</i>
<i>White</i>	<i>Ian</i>	<i>11</i>	<i>BA+15</i>	<i>\$ 56,570</i>

*Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 12-287**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to offer employment to the KTS non-tenured teaching staff for the 2012-2013 school year as per the following list, as recommended by the Chief School Administrator. (All employees have been issued a Rice Notice):*

<i>Last Name</i>	<i>First Name</i>	<i>12-13 Step</i>	<i>Degree</i>	<i>12-13 Salary</i>
<i>Leap</i>	<i>Jennifer</i>	<i>4</i>	<i>MA+15(.6)</i>	<i>\$ 31,758</i>

*Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**OPERATIONS COMMITTEE**

**Action 12-288**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 2012-2013 YMCA School Age Child Care Program Contract with a facility use charge of \$25.00 per day. Moved by L. Riggio, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-289**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the facility use fees, as per Regulation #7510 - Use of Facilities, to \$50 per hour for weekdays and Saturdays and \$100 per hour for Sundays, effective July 1, 2012. Moved by L. Riggio, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-290**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves a facility use fee for Ronald Heck Karate Program for the 2012-2013 school year at a rate of \$25 per hour for weekdays, as per*

*Regulation # 7510 – Use of Facilities. Moved by L. Riggio, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**POLICY COMMITTEE** – Update on Meeting.

**Action 12-291**

**RESOLUTION**

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

- #1631 Residency Requirement for Person Holding School District Office, Employment or Position*
- #2431 Athletic Competition*
- #3324 Right of Privacy – Teaching Staff Members*
- #4324 Right of Privacy – Support Staff*
- #5117 InterDistrict Public School Choice*
- #5600 Pupil Discipline Code of Conduct*

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

**Action 12-292**

**RESOLUTION**

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

- #5600 Pupil Discipline Code of Conduct*

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

**FINANCE COMMITTEE**

**Action 12-293**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to implement, pursuant to the requirements of the NJPL 2011 Chapter 78, a Section 125 Flexible Spending Account (FSA) program effective July 1, 2012, as follows:*

- 1. The FSA will be administered by the Kingwood Township Board of Education.*
- 2. All appropriate Kingwood Township Board of Education staff is authorized to take such action and affect such documentation as necessary to implement this plan.*

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

**Action 12-294**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached Kingwood Township Board of Education Flexible Spending Account Summary Plan Description (SPD). Moved by G. Karlsrud, seconded by A. Planer. On roll call, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 12-295**

**RESOLUTION**

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

***BE IT RESOLVED,** that the amount of district taxes, exclusive of Debt Service requirements, needed to meet the obligations of the Kingwood Township Board of Education is per the following schedule and that the Township of Kingwood is requested to place in the hand of the treasurer of school monies that amount in accordance with the statutes relating thereto.*

*Total Taxes Due for the General Fund: \$5,263,158.00  
 Balance Due July 1, 2012, 30%.....\$1,578,948.00  
 10 Equal Monthly Installments of.....\$368,421.00  
 Monthly Installments are due by the 12<sup>th</sup> of each month September 2012 through June 2013.*

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

**Action 12-296**

**RESOLUTION**

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

***BE IT RESOLVED,** that the amount of district taxes needed to meet all interest and debt reduction charges of the Kingwood Township Board of Education is per the following schedule and that the Township of Kingwood is requested to place in the hand of the treasurer of school monies that amount in accordance with the statutes relating thereto.*

*2012-2013 Total Interest and Debt Reduction: \$247,227.50*

*Debt Service Tax: \$232,894.00*

*Debt Service Fund Balance: \$14,333.50*

<i>Due Date</i>	<i>Description</i>	<i>Taxes Due</i>
<i>7/01/2012</i>	<i>Principal</i>	<i>\$175,000.00</i>

	<i>2002 Issue/Refunded 2012</i>	
<i>7/01/2012</i>	<i>Interest 2002 Issue/Refunded 2012</i>	<i>\$37,802.50</i>
<i>1/01/2013</i>	<i>Interest 2002 Issue/Refunded 2012</i>	<i>\$34,425.00</i>
<i>Totals:</i>		<i>\$247,227.50</i>

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

### **COMMUNICATION COMMITTEE**

### **STANDING COMMITTEE REPORTS**

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

**NEW BUSINESS** - None

**OLD BUSINESS** - None

### **RECOGNITION OF THE PUBLIC:**

#### **Action 12-297**

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 9:56 p.m. Moved by L. Riggio, seconded by G. Karlsrud. Resolution was ADOPTED as follows: ayes 9; nays, 0.*

Respectfully Submitted,

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Bobbie Beriont, School Business Administrator/Board Secretary

Minutes prepared 05/03/12  
Minutes remain unofficial until Board approval.

Approved:

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Board President