

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Annual Organization Meeting – April 28, 2009**

**TIME AND PLACE:** The annual organization and regular meeting of the Board of Education was held on April 28, 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 *Hunterdon County Democrat* on February 27, 2009.

**CALL TO ORDER:** The meeting was called to order by Business Administrator/Board Secretary Bobbie Beriont at 7:35 p.m.

Pledge of Allegiance.

Mrs. Beriont administered the Oath to newly elected school board members Joseph DePinto, Mary Ellen Pilch and Anthony Planer.

**ROLL CALL:**

<b>Present:</b>	Kevin Bloom	Anthony Planer
	Joseph DePinto	Mary Ellen Pilch
	Eugene Hill	Lance Riggio
	Gary Karlsrud	

**Absent:** Karen Love Mathieu  
David Oertle

**DISTRICT ADMINISTRATORS**

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

Mrs. Beriont opened the floor to nominations for Board President.

*Motion by L. Riggio and seconded by E. Hill to nominate Mary Ellen Pilch for Board President for the 2009-2010 school year.*

There being no further nominations from the floor, Mrs. Beriont closed the nominations for Board President.

**Action 09-258**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education appoints Mary Ellen Pilch as Board President for the 2009-2010 school year. Moved by L. Riggio, seconded by E. Hill. Resolution was ADOPTED as follows: ayes, 7; nays, 0.*

The meeting was turned over to newly elected Board President Mary Ellen Pilch. Mrs. Pilch opened the floor to nominations for Board Vice-President.

*Motion by E. Hill and seconded by L. Riggio to nominate Kevin Bloom for Board Vice-President for the 2009-2010 school year.*

There being no further nominations from the floor, Mrs. Pilch closed the nominations for Board Vice-President.

**Action 09-259**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education appoints Kevin Bloom as Board Vice-President for the 2009-2010 school year. Moved by E. Hill, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-260**

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

The Board of Education discussed the proposed committees and potential chairpersons for each committee.

**Action 09-261**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education establishes the following committees, members and chairpersons (\*indicates chair):*

*Communications Committee  
Lance Riggio\*  
Karen Love Mathieu  
Anthony Planer*

*Education Committee  
Mary Ellen Pilch\*  
Karen Love Mathieu  
Lance Riggio*

*Finance Committee*

*David Oertle\**  
*Kevin Bloom*  
*Joseph DePinto*

*Operations Committee*

*Kevin Bloom\**  
*Eugene Hill*  
*Anthony Planer*

*Personnel Committee*

*Gary Karlsrud\**  
*David Oertle*  
*Mary Ellen Pilch*

*Policy Committee*

*Eugene Hill\**  
*Gary Karlsrud*  
*Joseph DePinto*

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

**Action 09-262****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following appointments/re-appointments for the 2009-2010 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 – Agent*  
*School Health Insurance Agent .....LDP Consulting Group, Inc.*  
*School Plumber.....Richard E. Yard, Plumbing & Heating*  
*School Electrician.....Mt. Salem Electric Co., Inc.*  
*School HVAC .....Hobbie Heat & Power, Inc.*  
*Water & Waste Treatment Plant Lic.Operator.Garco Research Company*  
*Architect of Record .....Spiezle Group, Inc.*  
*Engineer for Waste Treatment Plant .....Applied Water Management, Inc.*  
*Physical Therapy Services .....Children’s Therapy Services, Inc.*  
*Occupational Therapy Services .....Therapeutic Intervention, Inc.*  
*Affirmative Action Officer.....Laura L. Hartner*  
*Labor Relations Officer .....Laura L. Hartner*  
*Title IX Coordinator .....Laura L. Hartner*  
*BSI Representative .....Kenneth Foy*  
*504 Officer .....Kenneth Foy*  
*Attendance Officer .....Kenneth Foy*  
*Substance Awareness Coordinator .....Kenneth Foy*  
*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 G. Karlsrud, seconded by E. Hill. On roll call, the resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-263**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following delegates/representatives for the 2009-2010 school year:*

*Hunterdon County ESC.....David Oertle*  
*Alternate HCESC.....Karen Love Mathieu*  
*Hunterdon County School Boards Association.....Mary Ellen Pilch*  
*Alternate HCSBA .....Anthony Planer*  
*New Jersey School Boards Association .....Kevin Bloom*  
*Alternate NJSBA .....Joseph DePinto*  
*KTS PTA.....Karen Love Mathieu*  
*Alternate KTS PTA.....Lance Riggio*  
*Kingwood Township Education Foundation .....Lance Riggio*  
*Alternate KTEF.....Eugene Hill*

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

**Action 09-264**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education authorizes the following signatures on the accounts maintained by the Board of Education for the 2009-2010 school year:*

*Skylands Community Bank:*

*KTS BOE Cafeteria Account (Any 1 Signature) .....Chief School Administrator or*  
 .....*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 Capital Checking (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 Administrator or  
.....Principal and Secretary*

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

**Action 09-265**

**RESOLUTION**

*BE IT RESOLVED, that Skylands Community 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 G. Karlsrud, seconded by E. Hill. On roll call, the resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-266**

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

**Action 09-267**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education establishes a Petty Cash Fund in the amount of \$1,500.00 for the 2009-2010 school year and appoints Bobbie Beriont, School Business Administrator/Board Secretary as custodian of the same. Moved by G. Karlsrud, seconded by E. Hill. On roll call, the resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-268****RESOLUTION**

*BE IT RESOLVED that the combined statement of results of the 2009 school election be made a part of the organization meeting minutes as follows:*

*Members to the Board of Education for 3-Year Terms:*

*Joseph DePinto .....193  
Anthony Planer .....194  
Mary Ellen Pilch .....214  
Eric Scher.....157*

*Appropriations:*

	<u>Amount</u>	<u>For</u>	<u>Against</u>
<i>General Fund Tax Levy</i>	<i>\$5,065,985</i>	<i>147</i>	<i>259</i>

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

**Action 09-269****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 G. Karlsrud, seconded by E. Hill. On roll call, the resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-270****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the existing curriculum and textbooks for implementation in the ensuing school year. Moved by G. Karlsrud, seconded by E. Hill. On roll call, the resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-271****RESOLUTION**

*BE IT RESOLVED that the Board of Education authorizes the Chief School Administrator and the Business Administrator to implement the 2009-2010 budget, once certified and finalized, pursuant to local and state policies and regulations. Moved by G. Karlsrud, seconded by E. Hill. On roll call, the resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-272****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 5125 “Pupil Records”. Moved by G. Karlsrud, seconded by E. Hill. On roll call, the resolution was ADOPTED as follows: ayes, 7; nays, 0.*

In accordance with Bylaw 9271 "Code of Ethics", 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 09-273**

**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***, 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 \$29,000 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 \$29,000 without soliciting competitive bids.

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

**Action 09-274**

**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 2009-2010 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, 2009 to June 30, 2010.

- BFI ..... Furniture
- Tanner of North Jersey ..... Furniture
- Allied Equipment ..... Furniture
- Dean Equipment ..... Furniture
- Danka, Inc..... Copy Machines & Supplies
- Emtec ..... Technology
- Dell Computers..... Technology



Apple Computers .....	Technology
Tom Caine & Associates.....	Technology
Lenovo, Inc. ....	Technology
AV Business Communications .....	Technology
Certified Chemical.....	Maintenance Items
A Stempler.....	Drapery & Carpet
Hunterdon County Educational Svcs .....	Supplies & Furniture
Clinton Business Products.....	Office Supplies
BCI Burke .....	Playground Equip.
Crest Paper Products .....	Paper
Central Lewmar .....	Paper
School Specialty Products .....	Classroom Supplies/Furn.
Kurtz Brothers .....	Classroom Supplies/Furn.
Lakeshore Learning Materials .....	Classroom Supplies/Furn.

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

**Action 09-275**

**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 06-02, 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 for the Chief School Administrator, School Business Administrator, the Principal, Building and Grounds Supervisor and staff/Board member 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 G. Karlsrud, seconded by E. Hill. On roll call, the resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-276**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following 2009-2010 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>	

*Lincoln Investment Planning, Inc.  
Quick Mail  
Lincoln Investment Planning, Inc.  
18 Glenside Avenue  
Wyncote, PA 19095-1595*

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

**Conclusion of Board Organization. On to Regular Business.**

**Recognition of Public** – Joanne Hyland - Teacher

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

Mrs. Beriont discussed the following information items:

- Election History
- NJSBA Delegation Assembly - May 16, 2009
- Board Member Profile
- Board Retreat June 9, 2009 @ 7:30 p.m.
- HCSBA Nominations of County Officers
- HCESC Welcome to New and Returning Board Members

**Action 09-277****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves adding Addendum item #8.1.8. Moved by K. Bloom and seconded by E. Hill. This resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-278****RESOLUTION**

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

*March 31, 2009 – Public Hearing on the Budget/Regular Meeting Minutes  
April 8, 2009 – Work Session Minutes  
April 8, 2009 – Executive Session Minutes*

*Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0; abstain 2;(DePinto, Planer).*

**Action 09-279****RESOLUTION**

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

<i>March 2009 Net Payroll</i>	<i>\$228,257.20</i>
<i>March 2009 Agency</i>	<i>\$165,485.21</i>
<i>March 2009 Board Share FICA</i>	<i>\$27,992.81</i>
<b><i>TOTAL PAYROLL MARCH 2009:</i></b>	<b><i>\$421,735.22</i></b>

*Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-280****RESOLUTION**

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

*April 2009 General Fund..... \$213,440.43*

*Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-281****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the March 2009 line-item appropriation transfers attached to and made a part of these minutes. Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-282****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 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 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 L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-283****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following contracts for professional services for the 2009-2010 school year as per attached:*

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

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

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

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

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

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

*Waste Treatment Engineer:*

*Applied Water Management, Inc.  
2 Clerico Lane  
Hillsborough, NJ 08844*

*Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-284**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following quotes for professional services and contractors the 2009–2010 school year:*

*Architect:*

*Spiezle Group  
120 Sanhican Drive  
Trenton, NJ 08618*

*Environmental:*

*RK Environmental Analysis, Inc.  
401 St. James Ave.  
Phillipsburg, NJ 08865*

*Neurological and Audiological Evaluations:*

*Developmental Pediatric Associates*

*Psychiatric & Neuropsychiatric Evaluations:*

*Dr. Pamela F. Moss, M.D., LLC,*

*Psychiatric & Neuropsychiatric Evaluations:*

*Dr. Jay D. Kuris, M.D., and Associates*

*Plumber:*

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

*HVAC:*

*Hobbie Heat & Power, Inc.  
104 Parker Street  
Chester, NJ 07930*

*Electric:*

*Mt. Salem Electric Co., Inc.  
79 Mt. Salem Road  
Pittstown, NJ 08867*

*Moved by L. Riggio, seconded by G. Karlsrud. 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:

- Congratulations to New Board Members
- School Budget Defeat
- Staff Enrollment
- Staff Attendance
- April Staff Reports
- Regionalization Articulation Meeting
- Special Education Self-Assessment
- Student Awards
- Meetings Attended
- Progress Towards Goals

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.

**COMMITTEE REPORTS****EDUCATION COMMITTEE****Action 09-285****RESOLUTION**

*BE IT RESOLVED that the Board of Education established the student activity fee for the 2009-*

2010 school year at \$50 per student for sports activities and \$30 for co-curricular activities. Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

**Action 09-286****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) - \$500 (1/2 day session)

Elementary Program (1/2 day) - \$1,000

Tuition rates exclude speech services, occupational and physical therapy.

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

**Action 09-287****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 8, 2009. Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

**Action 09-288****RESOLUTION**

BE IT RESOLVED that the Board of Education approves the 2009-2010 10-month receiving tuition rate for the following:

Pre-School – Disability	\$8,000 (1/2 Day Session)
Pre-School – Regular	\$3,000 (1/2 Day Session)
Grades 1 - 8	\$10,000
Multiple Disability	\$20,000

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

**Action 09-289****RESOLUTION**

BE IT RESOLVED that the Board of Education approves the Kingwood Township Board of Education to sponsor a \$100.00 bond, accompanied by a plaque (costing \$12.00), recognizing the "Highest Academic Achievement" of an eighth grade student. Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

**Action 09-290****RESOLUTION**

BE IT RESOLVED that the Board of Education approves the 7<sup>th</sup> Grade trip to Fairview Lake YMCA Camp & Conference Center, October 7–9, 2009. Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

**Action 09-291****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following chaperones for the 8<sup>th</sup> grade overnight Washington, D.C., trip at a rate of \$169.00 per night, as per the negotiated agreement:*

<i>Joseph Callea</i>	<i>Alyssa Kries</i>
<i>Margaret McPherson</i>	<i>Sarah Tainow</i>
<i>Thomas Zemzik</i>	<i>Kenneth Foy*</i>

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

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

**Action 09-292****RESOLUTION**

*BE IT RESOLVED that the Board of Education adopts and approves the purchase of the following Spanish textbooks and workbooks:*

*Grade 5 – Exploring Spanish, Third Edition, EMC Paradigm  
Grade 6 & 7 – Avancemos!, Level 1A, McDougal Littell  
Grade 8 – Avancemos!, Level 1B, McDougal Littell*

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

**PERSONNEL COMMITTEE**

The Board discussed the purchase of a Personnel Software Package.

**Action 09-293****RESOLUTION**

*BE IT RESOLVED that the Board of Education entered Executive Session at 8:00 p.m. to discuss matters of personnel to offer employment. Moved by K. Bloom, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes, 7; nays, 0.*

The Board returned to open session at 8:13 p.m. All Board members were present.

**Action 09-294****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”) employs a full-time Learning Disabilities Teacher Consultant (hereinafter referred to as “LDT-C”); and***



**WHEREAS**, the Board has determined that the Kingwood Township School District's needs can be adequately served by a part-time LDT-C employed in a four fifths (4/5) position.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby abolishes the full-time LDT-C position effective June 30, 2009 for reason of efficiency and economy; and

**BE IT FURTHER RESOLVED** that the Board hereby creates a part-time four fifths (4/5) LDT-C position effective July 1, 2009; and

**BE IT FURTHER RESOLVED** that the individual presently employed full-time in the position of LDT-C shall be provided notice of such reduction in force in accordance with the terms of her individual employment contract; shall be offered employment in a four fifths (4/5) position for the 2009-2010 school year; and shall be placed on a preferred eligibility list in accordance with her tenure and seniority rights.

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

**Action 09-295**

**RESOLUTION**

**BE IT RESOLVED** that the Board of Education approves to offer employment to the KTS tenured teaching staff the 2009-2010 school year as per the following list, as recommended by the Chief School Administrator. (All employees have been issued a Rice Notice)

<b>Last Name</b>	<b>First Name</b>	<b>09-10 Step</b>	<b>Degree</b>	<b>09-10 Salary</b>
Alpaugh	Sara	8	BA+30	\$ 54,478
Arancio	Cynthia	7	BA+15	\$ 51,159
Bacon	David	13	BA+30	\$ 67,804
Callanan	Leslie	14	(.8) MA+30	\$ 59,363
Delcampo-Kries	Alyssa	5	MA	\$ 49,640
Farrar	Patricia	8	MA+15	\$ 55,938
Ferlauto	Diane	7	BA	\$ 49,859
Gardiner	Delia	14	(.8) MA	\$ 57,763
Grassi	Susan	14	BA	\$ 73,004
Grievio	Kristen	6	BA	\$ 47,928
Griffith	Jennifer	7	BA	\$ 49,859
Guenther	Angela	14	BA+30	\$ 71,604
Hansen	Alice	11	BA+15	\$ 60,102
Hefty	Angela	6	BA	\$ 47,928

<i>Hyland</i>	<i>Joanne</i>	<i>10</i>	<i>BA</i>	<i>\$ 56,387</i>
<i>Johnson</i>	<i>Scott</i>	<i>11</i>	<i>MA</i>	<i>\$ 62,002</i>
<i>Kapsimalis</i>	<i>Nina</i>	<i>11</i>	<i>MA+30</i>	<i>\$ 64,002</i>
<i>King</i>	<i>Donna</i>	<i>12</i>	<i>BA+15</i>	<i>\$ 63,169</i>
<i>Kristel</i>	<i>Diane</i>	<i>10</i>	<i>MA+30</i>	<i>\$ 61,587</i>
<i>Kucker</i>	<i>Tara</i>	<i>6</i>	<i>BA</i>	<i>\$ 47,928</i>
<i>Losch*</i>	<i>Jeni</i>	<i>5</i>	<i>MA</i>	<i>\$ 49,640</i>
<i>Mann</i>	<i>Catherine</i>	<i>14</i>	<i>BA</i>	<i>\$ 69,004</i>
<i>Michalski</i>	<i>Stacey</i>	<i>6</i>	<i>BA</i>	<i>\$ 47,928</i>
<i>Naples</i>	<i>Aileen</i>	<i>7</i>	<i>BA</i>	<i>\$ 49,859</i>
<i>Plytynski</i>	<i>Diane</i>	<i>9</i>	<i>MA</i>	<i>\$ 57,281</i>
<i>Ricardo</i>	<i>Eileen</i>	<i>11</i>	<i>BA+30</i>	<i>\$ 61,402</i>
<i>Richmond*</i>	<i>William</i>	<i>5</i>	<i>BA+15</i>	<i>\$ 47,740</i>
<i>Ross</i>	<i>Debra</i>	<i>10</i>	<i>BA+30</i>	<i>\$ 58,987</i>
<i>Schermerhorn</i>	<i>Lorraine</i>	<i>7</i>	<i>BA+30</i>	<i>\$ 52,459</i>
<i>Schumann</i>	<i>Lorraine</i>	<i>13</i>	<i>BA</i>	<i>\$ 70,404</i>
<i>Silva</i>	<i>Maureen</i>	<i>11</i>	<i>BA</i>	<i>\$ 58,802</i>
<i>Snyder</i>	<i>Deborah</i>	<i>14</i>	<i>MA+15</i>	<i>\$ 73,064</i>
<i>Stein</i>	<i>Sharon</i>	<i>14</i>	<i>BA+30</i>	<i>\$ 71,604</i>
<i>Taffera*</i>	<i>Kathryn</i>	<i>10</i>	<i>BA</i>	<i>\$ 56,387</i>
<i>Tainow</i>	<i>Sarah</i>	<i>5</i>	<i>BA+15</i>	<i>\$ 47,740</i>
<i>White</i>	<i>Ian</i>	<i>7</i>	<i>BA</i>	<i>\$ 49,859</i>
<i>Zarnett</i>	<i>Amber</i>	<i>6</i>	<i>MA</i>	<i>\$ 51,128</i>
<i>Zemzik</i>	<i>Thomas</i>	<i>12</i>	<i>MA+15</i>	<i>\$ 65,929</i>

*\*Will receive tenure 9/1/09*

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

### **Action 09-296**

### **RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following non-tenured teaching staff for the 2009-2010 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>09-10 Step</i>	<i>Degree</i>	<i>2009-2010 Salary</i>
<i>Callea</i>	<i>Joseph</i>	<i>9</i>	<i>MA+30</i>	<i>\$ 59,281</i>
<i>Cooney</i>	<i>Peggy</i>	<i>9</i>	<i>MA</i>	<i>\$ 57,281</i>
<i>Hurley</i>	<i>Ella</i>	<i>8</i>	<i>MA</i>	<i>\$ 55,078</i>

Larthey	Allison	6	BA+15	\$ 49,228
March	Susan	5	BA+15	\$ 47,740
Moscowitz	David	10	MA	\$ 59,587
Pope	Cynthia	13	MA+30	\$ 70,404
Vecere	Rebecca	8	MA	\$ 55,078

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

**Action 09-297****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 G. Karlsrud, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.

**Action 09-298****RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following Job Description:

*Pre-School – Regular Education – PCN#TCH EL PSREG FL 1*

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

**Action 09-299****RESOLUTION**

BE IT RESOLVED that the Board of Education approves to approve to hire the following teaching staff, effective September 1, 2009, as recommended by the Chief School Administrator:

*Katrina DeLaCruz – Step 2MA - \$46,804 – PCN#TCH EL SPED FL 5*

*Kristin Mohary – Step 2BA - \$43,604 – PCN#TCH EL MATH FL 1*

*Lynn Opdyke – (.5) Step 5BA - \$23,220 – PCN#TCH EL PSREG FL 1*

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

**Action 09-300****RESOLUTION**

BE IT RESOLVED that the Board of Education approves continued employment to Kenneth Foy, Principal, for the 2009-2010 school year, as recommended by the Chief School Administrator. (Employee has been issued a Rice Notice). Moved by G. Karlsrud, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.

**Action 09-301****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Allison Larthey for the following graduate course work during the 2010-2011 school year, not to exceed \$6,100.00\*, as per the negotiated agreement:*

*Group Counseling Course 675 – The College of New Jersey  
Special Education Course 501 – The College of New Jersey  
Practicum 690 – The College of New Jersey*

*\*Eligibility of courses is \$7,000.00 balance to be paid by employee due to reaching the maximum of \$15,000 for that school year.*

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

**Action 09-302****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves an increase in the tuition reimbursement for Sarah Tainow for the following Graduate Course due to funds becoming available in the 2008-2009 school year:*

*Action Research: Planning and Design from \$271.22 to \$416.34\**

*\*Course is \$895.00 balance to be paid by employee due to reaching the maximum of \$15,000 for that school year.*

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

**Action 09-303****RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts, with regret, the retirement of Linda Ormosi, Teacher, effective June 30, 2009. Moved by G. Karlsrud, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-304****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 2009-2010 Professional Development Plan as approved by the Hunterdon County Professional Development Board. Moved by G. Karlsrud, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 09-305****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following substitutes for the 2008-2009 school year, as recommended by the Chief School Administrator:*

*Debra Hager – Teacher/Instructional Aide  
Alison Bills – Teacher/Instructional Aide  
Jodi Ryan – Teacher/Instructional Aide*

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

### **OPERATIONS COMMITTEE**

#### **Action 09-306**

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 2009-2010 YMCA School Age Child Care Program Contract with a facility use charge of \$25.00 per day. Moved by K. Bloom, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

#### **Action 09-307**

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Omni Environmental, LLC, Princeton, NJ to review and comment on the permit renewal for the Waste Treatment Plant, in the amount not to exceed \$8,000.00. Moved by K. Bloom, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

#### **Action 09-308**

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Spiezle Group, Trenton, NJ, to prepare and review all bid documents associated with Equalization Tank Project and ROD Grant Procedures, not to exceed \$2,700.00. Moved by K. Bloom, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

#### **Action 09-309**

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the GASB 34 physical inventory and insurance appraisal with American Appraisal Associates at cost of \$1,300.00. Moved by K. Bloom, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

### **POLICY COMMITTEE**

#### **Action 09-310**

#### **RESOLUTION**

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

<b><i>Policy #</i></b>	<b><i>Title</i></b>
<i>0142.1</i>	<i>Nepotism</i>
<i>1220</i>	<i>Employment of Chief School Administrator</i>

1620	<i>Administrative Employment Contracts</i>
2428.1	<i>Standards Based Instructional Priorities</i>
2460	<i>Special Education</i>
2467	<i>Surrogate Parents and Foster Parents</i>
5320	<i>Immunization</i>
5331	<i>Management of Life Threatening Allergies in Schools</i>
5512.01	<i>Harassment, Intimidation, and Bullying</i>
6423	<i>Expenditures for Non-Employee Activities, Meals, and Refreshments</i>
6470	<i>Payment of Claims</i>
6471	<i>School District Travel</i>
6510	<i>Payroll Authorization</i>
6830	<i>Audit and Comprehensive Annual Financial Report</i>
6832	<i>Conditions of Receiving State Aid</i>
9120	<i>Public Relations Program</i>

Moved by E. Hill, seconded by G. Karlsrud. On roll call, resolution was ADOPTED as follows: ayes, 5; nays, 0; Abstain 2; (DePinto, Planer).

**Action 09-311**

**RESOLUTION**

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

<b>Reg. #</b>	<b>Title</b>
R1240	<i>Evaluation of Superintendent</i>
R1400	<i>Job Descriptions</i>
R1570	<i>Internal Controls</i>
R2431.1	<i>Emergency Procedures Athletic Practices and Competitions</i>
R2431.2	<i>Medical Examination to Determine Fitness for Participation in Athletics</i>
R2460	<i>Special Education</i>
R2460.1	<i>Special Education – Location, Identification, and Referral</i>
R2460.8	<i>Special Education – Free and Appropriate Public Education</i>
R2460.9	<i>Special Education – Transition from Early Intervention Programs to Preschool Programs</i>
R2460.16	<i>Special Education – Instructional Material to Blind or Print Disabled Pupils</i>
R3160	<i>Physical Examination</i>
R3221	<i>Evaluation of Nontenured Teaching Staff Members</i>
R3222	<i>Evaluation of Tenured Teaching Staff Members</i>
R3223.1	<i>Evaluation of Nontenured Administrators</i>
R3223.2	<i>Evaluation of Tenured Administrators</i>
R4160	<i>Physical Examination</i>
R5320	<i>Immunization</i>
R5330	<i>Administration of Medication (separate from policy)</i>
R5331	<i>Management of Life-Threatening Allergies in School</i>
R5512	<i>Reporting Procedure – hazing and/or Harassment, Intimidation, or Bullying</i>

R5513	Care of School Property
R6111	Special Education Medicaid Initiative (SEMI) Program
R6471	School District Travel Procedure
R7420	Handling and Disposing of Body Wastes and Fluids
R7420.1	Bloodborne Pathogen Exposure Control Plan
R7420.2	Chemical Hygiene
R7430	School Safety
R8420	Emergency Evacuation Plan
R8420.1	Fire and Fire Drills
R8420.2	Bomb Threats
R8420.3	Natural Disasters and Manmade Catastrophes
R8420.4	Kidnapping
R8420.5	Asbestos Release
R8420.6	Accidents To and From School
R8420.7	Lockdown Procedures
R8441	Care of Injured and Ill Persons
R8451	Control of Communicable Diseases
R8462	Child Abuse

Moved by E. Hill, seconded by G. Karlsrud. On roll call, resolution was ADOPTED as follows: ayes, 5; nays, 0; Abstain 2; (DePinto, Planer).

#### **FINANCE COMMITTEE** – Minutes Attached

#### **Action 09-312**

#### **RESOLUTION**

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

**WHEREAS**, the Legislature passed and the Governor signed S-15 as Chapter 22, P.L. 2009 that reduces the State Aid for the Kingwood Township School District for the 2008-2009 school by an amount approximating \$18,448.00, and;

**WHEREAS**, the Legislature passed and the Governor signed S-21 as Chapter 19, P.L. 2009 that provides school districts with two options concerning their obligation to pay the Public Employees Retirement System, namely payment in full by April 30, 2009, or payment of one-half of the pension obligation by April 30, 2009, and;

**WHEREAS**, payment of one-half of the pension obligation requires the district to apply for a deferral schedule which will start in April 2012 and continue for 15 years to repay the deferred portion to the retirement system, and;

**WHEREAS**, deferred payments are subject to normal actuarial growth on accrued liabilities of the pension system, which most recently was a rate of 8.25%, and;

**WHEREAS**, the School Business Administrator has reviewed the cash flow needs of the Kingwood Township School District, the surplus balance position of the district, and the

*impact of the deferral on future budgets if the district should elect to take the deferral or reject the deferral;*

***NOW BE IT RESOLVED***, by the Kingwood Township Board of Education that it hereby rejects the offer of a deferral by the New Jersey Public Employees Retirement System and authorizes the School Business Administrator to pay the 2009 PERS pension obligation in full before April 30, 2009.

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

**COMMUNICATION COMMITTEE**

**STANDING COMMITTEE REPORTS**

- Hunterdon County School Boards – Update on Reorganization Meeting.
- School Boards Association – Meeting May 16, 2009.
- Hunterdon County ESC – No Update
- KTS PTA – Update on April meeting.
- KTEA – Update on April meeting.

**NEW BUSINESS** – The board discussed the stimulus funding.

**OLD BUSINESS** – None.

**RECOGNITION**

**OF THE PUBLIC:** - Joanne Hyland - Teacher

**Action 09-313**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 9:17 p.m. Moved by G. Karlsrud, seconded by K. Bloom. Resolution was ADOPTED as follows: ayes 7; nays, 0.*

Respectfully Submitted,

\_\_\_\_\_  
Bobbie Beriont  
School Business Administrator/Board Secretary

Minutes prepared 05/01/09  
Minutes remain unofficial until Board approval.

Approved:

\_\_\_\_\_  
Board President