

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – August 23, 2011

TIME AND PLACE: The regular meeting of the Board of Education was held on August 23, 2011, 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 May 19, 2011.

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

Pledge of Allegiance.

ROLL CALL:

Present:	Mary Ellen Pilch, President	Anthony Planer
	Kevin Bloom, Vice-President	Lance Riggio
	Joseph DePinto	Laurie Willard
	Jill Lonergan	

Absent: Gary Karlsrud, Kimberly Malina

DISTRICT ADMINISTRATORS

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

RECOGNITION OF PUBLIC:

Eileen Ricardo – Teacher
Matthew Vita – Teacher to be appointed on the agenda.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Mrs. Beriont discussed the following informational items:

- Audit Update

- Refunding of Bonds – Savings - \$116,603.76
- Additional State Aid - \$65,883.00
- School Board Members – Criminal History Review/Fingerprinting
- Thank You Letter for Sponsoring Award – dated June 28, 2011
- Letter from NJDEP – New Master Permit – August 2, 2011
- NJSBA Convention – Atlantic City, NJ - October 24^h – 26th

The Board discussed the additional State Aid and at this time the Finance Committee will review how it will be used during the 2012-2013 budget process.

Mrs. Beriont acknowledged Mrs. Emmons and Mrs. Hagerstrom for their exceptional work with regard to the 2010-2011 Audit. Mrs. Beriont also acknowledged Mr. Carr and the custodial staff for all their hard work in getting the school ready for the 2011-2012 school year.

Action 12-001

RESOLUTION

BE IT RESOLVED that the Board of Education approves to add the following addendum item to the agenda #8.2.9 and amend 6.4 and not move the amendment for 8.2.1. Moved by K. Bloom and seconded by J. DePinto. This resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-002

RESOLUTION

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

June 20, 2011 – Regular Meeting Minutes

June 20, 2011 – Executive Meeting Minutes

Moved by J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows ayes, 6; nays, 0; Abstain 1(Riggio).

Action 12-003

RESOLUTION

BE IT RESOLVED that the Board of Education approves the June 2011 and July 2011 Payroll and FICA as follows:

<i>June 2011 Net Payroll</i>	<i>\$243,587.79</i>
<i>June 2011 Agency</i>	<i>\$161,569.56</i>
<i>June 2011 Board Share FICA</i>	<i>\$28,663.99</i>
<i>June 2011 Board Share DCRP</i>	<i>\$88.46</i>
<i>TOTAL PAYROLL JUNE 2011</i>	<i><u>\$433,909.80</u></i>
<i>July 2011 Net Payroll</i>	<i>\$106,477.33</i>
<i>July 2011 Agency</i>	<i>\$ 50,702.95</i>
<i>July 2011 Board Share FICA</i>	<i>\$ 11,107.64</i>
<i>July 2011 Board Share DCRP</i>	<i>\$ 0</i>
<i>TOTAL PAYROLL JULY 2011</i>	<i><u>\$168,287.92</u></i>

Moved by J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 12-004

RESOLUTION

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

*June 30th Final General Fund.....\$576,716.79
July 2011 General Fund\$397,044.87
August 2011 General Fund.....\$1,029,418.74*

Moved by J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 12-005

RESOLUTION

BE IT RESOLVED that the Board of Education approves the June 2011 and July 2011 line-item appropriation transfers attached to and made a part of these minutes. Moved by J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 12-006

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 June 2011 and July 2011; 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 J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

CHIEF SCHOOL ADMINISTRATOR'S REPORT – R. Falkenstein

Dr. Falkenstein discussed the following informational items:

- Student Enrollment
- Monthly Staff Reports
- Staffing Update
- Building Update
- Sara Alpaugh – Mastering Math Facts Program

- Parent-Packet Pick up
- School Calendar/Student- Parent Handbook
- Staff Handbook
- Mandatory Training of Staff through Safe Schools
- Student Assessments
- Anti-bullying Law – HIB
- Meetings Attended

Action 12-007**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to accept the verification of the 2010-2011 annual district report of violence and vandalism (EVVRS) and authorizes its submission to the NJ Department of Education. Moved by L. Riggio, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

EDUCATION COMMITTEE - No Meeting.

Action 12-008**RESOLUTION**

BE IT RESOLVED that the Board of Education approves 2011-2012 School Based Youth Services Program with the Hunterdon Medical Center, 2100 Wescott Drive, Flemington, NJ 08822. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 12-009**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached 2011-2012 Textbook List. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 12-010**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts and make application for the 2011-2012 No Child Left Behind Grant Award for Title I - \$8,437.00 and Title II Part A - \$9,528.00. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 12-011**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached regular education pre-school tuition student contract for the 2011-2012 school year at a rate of \$3,000.00 per year. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 12-012**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached out-of-district regular education kindergarten tuition student for the 2011-2012 school year at a staff rate of \$3,000.00 per year. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 6; nays, 1(Bloom).

PERSONNEL COMMITTEE

Action 12-013

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following as 2011-2012 Substitutes, pending satisfactory criminal history review, as recommended by the Chief School Administrator:

*Alexander Niemann – Custodian
Paul Tomko - Custodian
Kristen Sowden - Instructional Aide/Teacher
Charmaine Campbell – Instructional Aide/Teacher
Keith Strunk – Instructional Aide/Teacher
Ashley DeLorenzo – Instructional Aide/Teacher
Alison Piazza – Instructional Aide/Teacher
Laura Swanson – Instructional Aide/Teacher*

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

Action 12-014

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the resignation of Jenna Fusco, Teacher – PCN# TCH-EL-MATH-FL-2, effective July 6, 2011. Moved by K. Bloom, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-015

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following resolution, as recommended by the Chief School Administrator:

***WHEREAS**, the Kingwood Township Board of Education (hereinafter referred to as the (“Board”)) currently employs a full-time Instructional Aide (Position Control Number SPT-EL-SPEC-FL-6); and*

***WHEREAS**, the Board has determined that the Kingwood Township School District’s needs can be adequately served by a part-time Instructional Aide at four and one half hours (4.5) per day; and*

***NOW, THEREFORE, BE IT RESOLVED** that the Board hereby abolishes the full-time Instructional Aide (Position Control Number SPT-EL-SPEC-FL-6) for reason of efficiency and economy; and*

BE IT FURTHER RESOLVED that the Board hereby creates a part-time Instructional Aide Position at four and one half (4.5) hours per day (Position Control Number SPT-EL-SPEC-FL-6) effective September 1, 2011; and

BE IT FURTHER RESOLVED that the individual presently employed full-time in this position shall be provided notice of such reduction in force in accordance with the terms of her individual employment contract; and shall be offered employment for the part-time Instructional Aide Position (Position Control Number SPT-EL-SPEC-FL-6).

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

Action 12-016

RESOLUTION

BE IT RESOLVED that the Board of Education rescinds the employment contract which was issued to Maureen Staudle on May 10, 2011 and approves the attached employment contract as the part-time Instructional Aide – PCN# SPT-EL-SPEC-FL-6, effective September 1, 2011 through June 30, 2012 at an annual salary of \$13,883.00, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-017

RESOLUTION

BE IT RESOLVED that the Board of Education approves as an emergent hire Gina Marie Niedziejko, Part-time Teacher – PCN# TCH-EL-MUSC-FL-2, effective September 1, 2011 at (.6) Step 2 BA - \$26,678.00, pending satisfactory criminal history review, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-018

RESOLUTION

BE IT RESOLVED that the Board of Education approves as an emergent hire Matthew Vita, Teacher – PCN# TCH-EL-LNGA-FL-1, effective September 1, 2011 at Step 2 MA - \$47,580.00, pending satisfactory criminal history review, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-019

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following courses for the 2011-2012 school year at Florida Institute of Technology – Melbourne, Florida for Ella Hurley:

Concept of Behavior Analysis	\$1,132.00
Behavior Assessment & Program Evaluation	\$ 985.00
Behavior Change Procedures & Ethical Cond.	\$ 963.00

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

Action 12-020**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the travel and related expense reimbursement as listed on the attached Board of Education Approval of Travel and Related Expense Reimbursement Form and Teacher Workshop Reimbursement Form. Moved by K. Bloom, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-021**RESOLUTION**

BE IT RESOLVED that the Board of Education approves as an emergent hire Christopher Nathan Haver, Teacher – PCN# TCH-EL-MATH-FL-2, effective September 1, 2011 at Step 4 MA - \$50,416, pending satisfactory criminal history review and reference checks, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

OPERATIONS COMMITTEE – Update on Meeting.

Action 12-022**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached 2011-2012 bus routes. Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-023**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following 2011-2012 Joint Transportation Agreement with the Delaware Valley Regional High School District to provide regular and special education transportation service:

Kingwood Route 1	\$28,703.00	Kingwood Route 8	\$24,719.00
Kingwood Route 2	\$25,350.00	Kingwood Route 9	\$24,054.00
Kingwood Route 3	\$19,210.00	Kingwood SP3	\$16,969.00
Kingwood Route 4	\$30,597.00	Kingwood SP3Mid	\$17,139.00
Kingwood Route 5	\$27,088.00	Kingwood SHLI	\$54,972.00
Kingwood Route 6	\$26,898.00		
Kingwood Route 7	\$26,563.00		

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

Action 12-024**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the Annual Facilities Checklist Health and Safety Evaluation of School Buildings. Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-025

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached contract with Spiegle Architectural Group, Architect of Record, to provide architectural and engineering services for the partial roof replacement in the amount of \$30,800.00. Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-026

RESOLUTION

BE IT RESOLVED that the Board of Education approves the revised 2011-2012 contract with the YMCA to include before care. Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-027

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following obsolete equipment to dispose and/or offer for public donation:

*Snowbear Utility Trailer – VIN# 2SWUW11A24G228803
 Sony Trinitron 37” Color TV – Fixed Asset #01366
 Panasonic TV/VCR/DVD Combo – Fixed Asset # 01210
 9 – Lexmark Printers
 1 – Compaq S500 Monitor
 4 – Dell M781 mm Monitors
 5 – Dell Latitude D630 Computer Laptops
 24 – Dell Inspiron 5100 Computer Laptops
 4 – Dell Inspiron 1150 Computer Laptops
 10 – Dell Inspiron 6000 Computer Laptops
 16 – Dell Latitude D620 Computer Laptops
 10 – Dell Optiplex 260- Computer Desktops
 4 – Dell Optiplex GX270 Computer Desktops
 3 – Dell Optiplex Gx150 Computer Desktops*

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

Action 12-028

RESOLUTION

BE IT RESOLVED that the Board of Education approves a 2011-2012 Shared Service Arrangement with the Delaware Valley Regional Board of Education for the following Services:

*Licensed Electrical and HVAC Services - \$60.00 per hour**

Assistant Electrical and HVAC Services - \$50.00 per hour
Parts, Equipment and Materials – Reimbursed at Cost*

**Billed portal to portal, plus mileage*

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

POLICY COMMITTEE – Update on Meeting

Action 12-029

RESOLUTION

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

- #2461 – Special Education/Receiving Schools*
- #6820 – Financial Reports*
- #5561 – Use of Physical Restraint*
- #6220 – Budget Preparation*
- #6311 – Contracts for Goods or Services Funded by Federal Grants*

Moved by J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-030

RESOLUTION

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

- #2461 – Special Education/Receiving Schools*
- #2461.01 – Special Education/Receiving Schools – IEP Implementation*
- #2461.02 – Special Education/Receiving Schools – Suspension*
- #2461.03 – Special Education/Receiving Schools – Pupil Records*
- #2461.04 – Special Education/Receiving Schools – Special Education and Related Services*
- #2461.05 – Special Education/Receiving Schools – IEP Compliance*
- #2461.06 – Special Education/Receiving Schools – Highly Qualified and Appropriately Certified Staff*
- #2461.07 – Special Education/Receiving Schools – Termination of Placement*
- #2461.08 – Special Education/Receiving Schools – In Service Training*
- #2461.09 – Special Education/Receiving Schools – Statewide and District -Wide Assessment Programs*
- #2461.10 – Special Education/Receiving Schools – Full Educational Opportunity*
- #2461.11 – Special Education/Receiving Schools – Staff Consultation*
- #2461.12 – Special Education/Receiving Schools – Length of School Day and Academic Year*

- #3144 – Certification of Tenure Charges
- #5561 – Use of Physical Restraint
- #6220 – Budget Preparation

Moved by J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-031

RESOLUTION

BE IT RESOLVED that the Board of Education approves the first reading of the following bylaws and policies:

- Bylaws #0142.1 - Nepotism*
- Bylaws #0155 - Board Committees*
- Bylaws #0174 - Legal Services*
- Bylaws # 0177 - Professional Services*
- Policy #2430 - Co-Curricular Activities*
- Policy #2440 - Summer Session*
- Policy #3125.2 - Employment of Substitute Teachers*
- Policy #3351 - Healthy Workplace Environment*
- Policy #4351 - Healthy Workplace Environment*
- Policy #5338 - Diabetes Management*
- Policy #5512.01 - HIB*
- Policy #5533 - Pupil Smoking*
- Policy #8461- Reporting Violence Vandalism Alcohol Other Drug Abuse*
- Policy #9700 - Special Interest Groups*

Moved by J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 12-032

RESOLUTION

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

- #2440 - Summer Session*
- #5338 - Diabetes Management*
- #5600 - Pupil Discipline*

Moved by J. DePinto, seconded by A. Planer. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

FINANCE COMMITTEE

COMMUNICATIONS COMMITTEE

STANDING COMMITTEE REPORTS

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

NEW BUSINESS - None

OLD BUSINESS - None

**RECOGNITION
OF THE PUBLIC:**

Teacher: Eileen Ricardo

Action 12-033

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 8:45 p.m. Moved by K. Bloom, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes 7; nays, 0.

Respectfully Submitted,

Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 08/25/11
Minutes remain unofficial until Board approval.

Approved:

Board President