

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – August 28, 2007

TIME AND PLACE: The regular meeting of the Board of Education was held on August 28, 2007, by the Board of Education of the Kingwood Township School District, Hunterdon County, in the Kingwood Township School Library, 880 County Road 519, Frenchtown, New Jersey 08825.

PUBLICATION OF NOTICE: In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, the Kingwood Township Board of Education has provided adequate notice of the date, time, and location of this meeting. Such notice has been posted in the Kingwood Township Board of Education Office, has been filed with the Kingwood Township Clerk, and was mailed to the *Delaware Valley News* and the *Hunterdon County Democrat* on April 27, 2007.

CALL TO ORDER: The meeting was called to order by Board President Mary Ellen Pilch at 7:37 p.m.

Pledge of Allegiance.

ROLL CALL:

PRESENT:	Mary Ellen Pilch, President	Lawrence Cascio
	Phillip Lubitz, Vice President	Eugene Hill
	Kevin Bloom	Gary Karlsrud
	Kristine Bryer	

ABSENT: Traci PeterPaul
David Oertle

DISTRICT ADMINISTRATORS

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

RECOGNITION OF PUBLIC:

Eric Carr – Building and Grounds Supervisor
Sara Alpaugh – Teacher
James Burke - Mayor
Jim Hankins and John Roe – Applied Waste Water Management

Mr. Roe, Applied Waste Water Management, gave a detailed report on the Hydrogeological Study. Mr. Roe indicated the school can discharge to ground water by placing eight disposal beds in front of the school each 35 feet by 135 feet and approximately 4.5 feet high. The Board is concerned that the beds would hold an average flow of 3000 gallons and the plant was designed for 5000 gallons, therefore limiting the growth in the school population.

Mr. Hankins, Applied Waste Water Management, discussed another option of upgrading the existing plant which could be costly to operate and could not guarantee meeting the phosphorus limits. Both options would cost approximately \$1 million.

James Burke suggested possibly discharging to the adjacent Township Property.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Mrs. Beriont discussed the following informational items:

- Audit Update
- Thank You Letter – Laura Hartner
- Thank You Letter – Carol Perlowski
- HCSBA Calendar
- School District Accountability Act
- State of New Jersey – Assembly No. 4348

Action 08-008

RESOLUTION

BE IT RESOLVED that the Board of Education approves adding Addendum items #8.1.9, #8.2.15 and #8.2.16 and amend items #8.2.5, #8.2.6, #8.2.11 and #8.3.1. Moved by P. Lubitz and seconded by K. Bryer. This resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-009

RESOLUTION

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

June 26, 2007 – Regular Meeting Minutes

June 26, 2007 – Executive Session Minutes

August 14, 2007 – Special Work Session Meeting Minutes

Moved by E. Hill and seconded by L. Cascio. On roll call vote, this resolution was ADOPTED as follows: ayes, 7; nays, 0; on the June 26, 2007 Minutes; ayes 6; nays, 0; abstain 1(Pilch) on the August 14, 2007 Minutes.

Action 08-010

RESOLUTION

BE IT RESOLVED that the Board of Education approves the June 2007 and July 2007 Payroll and FICA as follows:

<i>June 2007 Net Payroll</i>	\$225,034.38
<i>June 2007 Agency</i>	\$165,046.40
<i>June 2007 Board Share FICA</i>	<u>\$27,855.18</u>
TOTAL PAYROLL JUNE 2007:	\$417,935.96

<i>July 2007 Net Payroll</i>	\$65,567.68
<i>July 2007 Agency</i>	\$33,061.60
<i>July 2007 Board Share FICA</i>	<u>\$7,020.30</u>
TOTAL PAYROLL JULY 2007:	\$105,649.58

Moved by E. Hill and seconded by L. Cascio. On roll call vote, this resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-011

RESOLUTION

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

<i>June 2007 Final General Fund....</i>	<i>\$95,125.60</i>
<i>July 2007 General Fund</i>	<i>\$422,238.09</i>
<i>July 2007 Capital Project</i>	<i>\$23,214.24</i>
<i>July 2007 Prescription.....</i>	<i>\$747.67</i>
<i>August 2007 General Fund.....</i>	<i>\$165,852.47</i>
<i>August 2007 Prescription</i>	<i>\$151.79</i>

Moved by E. Hill and seconded by L. Cascio. On roll call vote, this resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-012

RESOLUTION

BE IT RESOLVED that the Board of Education approves the June 2007 and July 2007 line-item appropriation transfers attached to and made a part of these minutes. Moved by E. Hill and seconded by L. Cascio. On roll call vote, this resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-013

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 and July 2007; 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 E. Hill and seconded by L. Cascio. On roll call vote, this resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-014

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2007-2008 District Goals. Moved by E. Hill and seconded by L. Cascio. On roll call vote, this resolution was ADOPTED as follows: ayes, 7; nays, 0.

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

Mrs. Hartner discussed the following informational items:

- Staffing Update
- District & School Goals
- Organizational Items
- Comprehensive Equity Plan 2007-2010
- Staff Reports
- Summer Curriculum Work Status
- Community Day – September 15, 2007
- Meetings Attended
- Special Events

Mr. Hill commented on how well the school looked and thanked Mr. Carr and the custodial staff for doing a wonderful job.

Action 08-015

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the verification of the 2006-2007 annual district report of violence and vandalism (EVVRS) and authorizes its submission to the NJ Department of Education. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-016

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the School's Goals for the 2007-2008 school year. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-017

RESOLUTION

BE IT RESOLVED that the Board of Education approves the "Update of Uniform State Memorandum of Agreement" between Education and Law Enforcement Officials with no

changes or additions to the original agreement. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-018

RESOLUTION

BE IT RESOLVED that the Board of Education approves the status of attainment of the 2006-2007 School Objectives. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

COMMITTEE REPORTS

EDUCATION COMMITTEE – Committee met on August 28, 2007.

Action 08-019

RESOLUTION

BE IT RESOLVED that the Board of Education approves 2007-2008 School Based Youth Services Program with the Hunterdon Medical Center, 2100 Wescott Drive, Flemington, NJ 08822. Moved by K. Bloom and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-020

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2007-2008 Textbook List. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-021

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2007-2008 Mentoring Plan. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-022

RESOLUTION

BE IT RESOLVED that the Board of Education approves participation in the National Instructional Materials Access Center (NIMAC) for the 2007-2008 school year. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-023

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the KTEF Fall 2007 Grant award in the amount of \$9,570.00. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-024**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the agreement with Curriculum Travel of America for the 8th grade trip to Washington D.C. - May 28, 2008 – May 30, 2008. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-025**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the FY2008 IDEA application and authorize its submission to the Hunterdon County Superintendent.

IDEA Basic	\$82,792.00
IDEA Preschool	\$ 3,883.00

Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-026**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following co-curricular fundraising activities:

*8th Grade – Sell water and refreshments at various school events
8th Grade – Car Wash @ Kingwood Firehouse
8th Grade – Avon Products Sale*

Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-027**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts the 2007-2008 REAP Grant in the amount of \$46,830. Moved by G. Karlsrud and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

PERSONNEL COMMITTEE – Next Meeting September 11, 2007.

Action 08-028**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts, with regret, the resignation of Patricia Pillon, Teacher. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-029**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts, with regret, the resignation of Douglas Wheat, Part-Time Custodian. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-030**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Sharon Stein to participate in the National Writing Project at Rutgers University for (4) four days, as recommended by the Chief School Administrator. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-031**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Jennie Fehr as a Substitute Cafeteria Aide for the 2007-2008 school year, pending satisfactory criminal history review, as recommended by the Chief School Administrator. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-032**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following Student Teachers for the Fall Semester, as recommended by the Chief School Administrator:

Deanna Fleming Dawn Hoesterey Denise Evans

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

Action 08-033**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following appointments, as emergent hires, for the 2007-2008 school year, pending satisfactory criminal history review, as recommended by the Chief School Administrator:

*Laura Kerr, Part-Time Custodian, \$7,560.00, effective September 1, 2007
Cynthia Pope, Teacher, Step 11 MA+30 - \$62,348.00, effective September 1, 2007
Allison Larthey, Teacher, Step 4 BA - \$43,350.00, effective September 1, 2007
Susan March, Teacher, Step 3 BA+15, \$43,950.00, effective September 1, 2007*

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

Action 08-034**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached employment contract with Laura Kerr, Part-time Custodian, for the 2007-2008 school year, as recommended by the Chief School Administrator. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-035**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Cynthia Pope as a Technology Coach for the 2007-2008 school year at a rate of \$51.00 per hour, not to exceed \$1,918.00, as recommended by the Chief School Administrator. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-036**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Cynthia Pope as the Destination Imagination Advisor for the 2007-2008 school year, at \$51 per hour, not to exceed \$1,918, as recommended by the Chief School Administrator. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-037**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Sara Alpaugh for the following Graduate Course work:

Collaborative Classrooms \$1,655.00

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

Action 08-038**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 Forms and Workshop Reimbursement Forms. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-039**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following staff members to provide after-school Staff Development Programs at a rate of \$51 per hour, not to exceed 15 hours per person, during the 2007-2008 school year, as recommended by the Chief School Administrator:

*Sara Alpaugh
Diane Kristel*

*Aileen Naples
Cynthia Pope*

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

Action 08-040

RESOLUTION

BE IT RESOLVED that the Board of Education approves sick leave for Joyce Bargowski, from September 1, 2007 through December 19, 2007. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-041

RESOLUTION

BE IT RESOLVED that the Board of Education approves Family Medical Leave Act for Joyce Bargowski effective December 20, 2007. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-042

RESOLUTION

BE IT RESOLVED that the Board of Education approves sick leave for Sally Jo Patton, from September 1, 2007 through September 30, 2007. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-043

RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with regret, the resignation of Sally Jo Payton, effective October 1, 2007. Moved by E. Hill and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

OPERATIONS COMMITTEE – Update on Meeting held August 21, 2007.

Mr. Bloom asked the policy committee to review the transportation policy to include not allowing students to cross route 519 and route 12.

Action 08-044

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2007-2008 bus routes. Moved by K. Bloom and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-045

RESOLUTION

BE IT RESOLVED that the Board of Education approves increasing the bond endorsement from \$100,000 to \$150,000 for the School Business Administrator for an additional premium of \$225.00, as recommended by the School Auditor. Moved by K. Bloom and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-046**RESOLUTION**

BE IT RESOLVED that the Board of Education approves converting the Waste Treatment Plant from Discharge to Surface Water to Discharge to Ground Water and authorizes the School Business Administrator to notify the Department of Environmental Protection's Northern Bureau of Water Compliance and Enforcement as per the Administrative Consent Order. Moved by K. Bloom and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-047**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following 2007-2008 Joint Transportation Agreement with the Delaware Valley Regional High School District to provide regular and special education transportation service:

<i>Kingwood Route 1</i>	<i>\$27,163.50</i>	<i>Kingwood Route 9</i>	<i>\$24,488.10</i>
<i>Kingwood Route 2</i>	<i>\$20,207.46</i>	<i>Kingwood Route 10</i>	<i>\$20,207.46</i>
<i>Kingwood Route 3</i>	<i>\$28,768.74</i>	<i>Kingwood KA</i>	<i>\$19,200.09</i>
<i>Kingwood Route 4</i>	<i>\$25,558.26</i>	<i>Kingwood KB</i>	<i>\$19,200.09</i>
<i>Kingwood Route 5</i>	<i>\$23,953.02</i>	<i>Kingwood KC</i>	<i>\$19,200.09</i>
<i>Kingwood Route 6</i>	<i>\$19,672.38</i>	<i>Kingwood SP3</i>	<i>\$38,665.90</i>
<i>Kingwood Route 7</i>	<i>\$23,417.94</i>		
<i>Kingwood Route 8</i>	<i>\$24,488.10</i>		

Moved by K. Bloom and seconded by G. Karlsrud. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

POLICY COMMITTEE – No Report.

FINANCE COMMITTEE – No Report.

Action 08-048**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to transfer the year-to-date interest on the 2002 Capital Checking Account to the General Fund and close the account. Moved by P. Lubitz and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-049**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to transfer \$25,000.00 from the General Fund to the Capital Reserve Account. Moved by P. Lubitz and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-050

RESOLUTION

BE IT RESOLVED that the Board of Education approves transferring \$6,866.18 from surplus and increase line 11-000-270-513 in the 2007-2008 Budget for the 2006-2007 Non-Public Transportation received in July 2007. Moved by P. Lubitz and seconded by K. Bloom. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

COMMUNICATION COMMITTEE – No Report.

STANDING COMMITTEE REPORTS

- Hunterdon County School Boards – Update on June Meeting
- NJ School Boards Association – No Report.
- Hunterdon County ESC – No Report.
- KTS PTA – No Report.
- KTEA – Update on Summer Meeting

NEW BUSINESS – None

OLD BUSINESS – Mrs. Pilch asked the Board Members to submit their suggestions for contract negotiations.

RECOGNITION OF THE PUBLIC:

Eric Carr – Building and Grounds Supervisor
Sara Alpaugh - Teacher

Action 08-051

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 10:12 p.m. Moved by P. Lubitz and seconded by L. Cascio. Resolution was ADOPTED as follows: ayes 7; nays, 0.

Respectfully Submitted,

Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 09/10/07
Minutes remain unofficial until Board approval.

Approved:

Board President