

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – September 25, 2007

TIME AND PLACE: The regular meeting of the Board of Education was held on September 25, 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 7:32 p.m.

Pledge of Allegiance.

ROLL CALL:

Present:	Mary Ellen Pilch, President	Gary Karlsrud
	Phillip Lubitz, Vice President	David Oertle
	Kevin Bloom	Traci PeterPaul
	Kristine Bryer	

Absent: Lawrence Cascio
Eugene Hill

DISTRICT ADMINISTRATORS

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

RECOGNITION OF PUBLIC:

Katie Taffera & Donna King - Teachers

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Mrs. Beriont discussed the following informational items:

- HCSBA – Legislative Advocacy – Thursday, October 11, 2007
- Thank You Note From Don & Maureen Bruschi
- Thank You Note From Angela Guenther and Jeni Persichetti
- Letter from Senator Leonard Lance dated September 10, 2007
- Letter from Sara Alpaugh, KTEA President, dated September 7, 2007
- Letter from Mayor Burke dated September 7, 2007
- Letter to Department of Environmental Protection dated September 6, 2007
- Mandatory Board NJSBA Training Dates
- Letter from NJSBAIG – Safety Award – dated September 17, 2007
- Education Minutes
- NJ Fourth-graders Among Top Readers – NJDOE
- Draft Memo to DEP dated September 26, 2007
- Budget Hearing March 22nd – 27th
- Full Compliance in Meeting Lead Requirements

Action 08-052**RESOLUTION**

BE IT RESOLVED that the Board of Education approves amending items #8.1.3, #8.2.1, #8.2.6 and #8.3.1 and add #8.1.7. Moved by P. Lubitz and seconded by K. Bryer. This resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-053**RESOLUTION**

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

August 28, 2007 –Regular Meeting Minutes

Moved by K. Bloom and seconded by G. Karlsrud. On roll call vote, this resolution was ADOPTED as follows: ayes, 5; nays, 0; abstain 2; (Cascio, Bryer).

Action 08-054**RESOLUTION**

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

<i>August 2007 Net Payroll</i>	<i>\$62,553.97</i>
<i>August 2007 Agency</i>	<i>\$33,721.10</i>
<i>August 2007 Board Share FICA</i>	<i>\$6,853.04</i>
<i>TOTAL PAYROLL AUGUST 2007:</i>	<i>\$103,128.11</i>

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

Action 08-055

RESOLUTION

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

*September 2007 Prescription.....\$780.37
September 2007 General Fund...\$155,606.24*

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

Action 08-056

RESOLUTION

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

Action 08-057

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

Action 08-058

RESOLUTION

BE IT RESOLVED that the Board of Education approves the revised professional services contract with Phillips-Barber Family Health Center, for the 2007-2008 school year. Moved by K. Bloom and seconded by G. Karlsrud. On roll call vote, this resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-059

RESOLUTION

BE IT RESOLVED that the Board of Education approves state contract purchases for the 2007-08 school year:

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 those approved New Jersey State Contract Vendors on the attached list for the 2007-08 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, 2007 to June 30, 2008.

- BFI (State Contract) Furniture*
- Tanner of North Jersey (State Contract) Furniture*
- Allied Equipment (State Contract)..... Furniture*
- Danka, Inc.(State Contract)..... Copy Machines & Supplies*
- Emtec (State Contract) Technology*
- Dell Computers (State Contract)..... Technology*
- Apple Computers (State Contract)..... Technology*
- Tom Caine & Associates..... Technology*
- Certified Chemicals (State Contract) Maintenance Items*
- A Stempler(State Contract).....Drapery & Carpet*
- Hunterdon County Educational Svcs Supplies & Furniture*
- Clinton Business Products (State Contract)..... Office Supplies*
- BCI Burke (State Contract) Playground Equip.*

Moved by K. Bloom and seconded by G. Karlsrud. 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:

- Student Enrollment
- Staff Attendance
- Staff Reports
- Meetings Attended
- Staff Development
- Opening of School
- Progress Towards Goals
- Informational Items

Action 08-060**RESOLUTION**

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

COMMITTEE REPORTS

EDUCATION COMMITTEE – Minutes Attached.

Action 08-061**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached 2007-2008 Field Trips. Moved by P. Lubitz and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-062**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the district's Nursing Service Plan, for the 2007-2008 school year as submitted as part of the 2007 QAAR. Moved by P. Lubitz and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-063**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the FY2008 No Child Left Behind Application and authorizes its submission to the Hunterdon County Superintendent of Schools.

<i>Title I</i>	<i>\$12,366</i>
<i>Title II – Part A</i>	<i>\$11,107</i>
<i>Title II – Part D</i>	<i>\$ 84</i>
<i>Title V</i>	<i>\$ 1,185</i>
<i>Title VI</i>	<i>\$ 567</i>

Moved by P. Lubitz and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-064**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached co-curricular fundraising activities. Moved by P. Lubitz and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 6; nays, 0; Abstain, 1(Lubitz).

Action 08-065**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached Professional Development Agreement with Yvette Zgonc from Staff Development Educators in the amount of \$3,618.00 which will be split among the five elementary sending districts on an attendance basis. Moved by P. Lubitz and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-066**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached Professional Development Agreement with William Burd from Staff Development Educators in the amount of \$3,328.00 which will be split among the five elementary sending districts on an attendance basis.

NOTE: This workshop was requested by Kingwood and most attendees may be from Kingwood.

Moved by P. Lubitz and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-067**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following consultants for staff development whose cost will be split among the five elementary sending districts on an attendance basis:

*Rob Mancabelli - \$2,000 – Presentation of Web 2.0 Application
Angela Fordham-Lewis - \$3,680 – Crisis Restraint Trainer*

Moved by P. Lubitz and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

PERSONNEL COMMITTEE – Minutes Attached.

Action 08-068**RESOLUTION**

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

Jane Bruff - Teacher

*Candelaria Arrieta – Teacher
Amy Gomez - Teacher*

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

Action 08-069

RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with regret, the resignation of John T. Kerr, Teacher, effective January 1, 2008. Moved by K. Bloom and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-070

RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with regret, the resignation of Donald Bruschi, Teacher, effective July 1, 2008. Moved by K. Bloom and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-071

RESOLUTION

BE IT RESOLVED that the Board of Education approves to hire Rose Russano as a Full-Time Instructional Aide, at an annual salary of \$17,960, prorated to start date, effective September 26, 2007, as recommended by the Chief School Administrator. Moved by K. Bloom and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-072

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached employment contract for Rose Russano, Instructional Aide, for the 2007-2008 school year, as recommended by the Chief School Administrator. Moved by K. Bloom and seconded by K. Bryer. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-073

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

OPERATIONS COMMITTEE – Minutes Attached.

Action 08-074

RESOLUTION

BE IT RESOLVED that the Board of Education approves a contract with Applied Water Management Inc., 2 Clerico Lane, Hillsborough, NJ 08844, to perform a Hydrogeologic

Investigation, on the adjacent Township property, in the amount of \$37,750.00. Moved by P. Lubitz and seconded by D. Oertle. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-075**RESOLUTION**

BE IT RESOLVED that the Board of Education approves a contract with Applied Water Management Inc., 2 Clerico Lane, Hillsborough, NJ 08844, to prepare and submit NJDEP documents, in the amount not to exceed \$5,100.00. Moved by P. Lubitz and seconded by D. Oertle. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 08-076**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to waive the facility use fees for the Kingwood Township PTA on Saturdays for the use of improving the courtyard and conducting a book fair. Moved by P. Lubitz and seconded by D. Oertle. On roll call vote, the resolution was ADOPTED as follows: ayes, 7; nays, 0.

POLICY COMMITTEE – No Report.

FINANCE COMMITTEE – No Report.

Action 08-077**RESOLUTION**

BE IT RESOLVED that the Board of Education approves transferring \$8,271.00 from surplus and increase line # 11-000-217-610 in the 2007-2008 Budget for the 2006-2007 Extraordinary Aid received in August 2007. Moved by P. Lubitz and seconded by K. Bryer. 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 – President's Breakfast Update
- NJ School Boards Association – No Report.
- Hunterdon County ESC – Report on September Meeting.
- KTS PTA – No Report.
- KTEA – Report on the September Meeting.

NEW BUSINESS – None.

OLD BUSINESS – None.

Review District Goals:

By December 31, 2007, the Kingwood Township School District will select a method of collecting data that measures student success from grade level to grade level in the areas of language arts, mathematics, and science.

By June 2008, the Kingwood Township School District will expand its science program through staff development to include hands-on experiences.

RECOGNITION OF THE PUBLIC:

Katie Taffera & Donna King - Teachers

Action 08-078

RESOLUTION

BE IT RESOLVED that the Board of Education entered Executive Session at 8:17 p.m. to discuss matters of negotiations. Moved by P. Lubitz and seconded by K. Bryer. Resolution was ADOPTED as follows: ayes, 7; nays, 0.

K. Bryer excused herself from executive session due to being a member of NJEA.

The Board returned to open session at 8:42 p.m. All Board members were present except for K. Bryer.

Action 08-079

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 8:43 p.m. Moved by P. Lubitz and seconded by G. Karlsrud. Resolution was ADOPTED as follows: ayes 6; nays, 0.

Respectfully Submitted,

Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 10/03/07
Minutes remain unofficial until Board approval.

Approved:

Board President