

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Regular Meeting – September 25, 2012**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on September 25, 2012 by the Board of Education of the Kingwood Township School District, Hunterdon County, in the Kingwood Township School Library, 880 County Road 519, Frenchtown, New Jersey 08825.

**PUBLICATION OF NOTICE:** In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, the Kingwood Township Board of Education has provided adequate notice of the date, time, and location of this meeting. Such notice has been posted in the Kingwood Township Board of Education Office, has been filed with the Kingwood Township Clerk, and was mailed to the *Hunterdon County Democrat* on May 3, 2012.

**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:**

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

**Absent:** Lance Riggio

**DISTRICT ADMINISTRATORS**

**PRESENT:** Rick Falkenstein, Chief School Administrator  
Bobbie Beriont, Business Administrator/Board Secretary  
Scott Yerger, Assistant Principal

**RECOGNITION OF PUBLIC:**

Teachers: Rebecca Lancaster, Kristin Mohary

Peggy Cooney, Media Specialist, gave a presentation to the Board of Education on using the iPads and showed a video of the KTS morning announcements and of the 5<sup>th</sup> grade Back to School Night.

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

Mrs. Beriont discussed the following informational items:

- NJSBA Convention October 23<sup>rd</sup> – 25<sup>th</sup>

**Action 13-037****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to add the following addendum item to the agenda #8.2.10, #8.2.11, amend 6.4 and remove 8.2.6. Moved by G. Karlsrud and seconded by K. Malina. This resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 13-038****RESOLUTION**

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

*August 28, 2012 – Regular Meeting Minutes\**

*\*As amended for Action #13-024 and #13-029*

*Moved by A. Planer, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0; Abstain, 1 (Bloom).*

**Action 13-039****RESOLUTION**

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

<i>August 2012 Net Payroll</i>	<i>\$57,670.17</i>
<i>August 2012 Agency</i>	<i>\$32,192.96</i>
<i>August 2012 Board Share FICA</i>	<i>\$6,262.19</i>
<i>August 2012 Board Share DCRP</i>	<i>\$0</i>
<b><i>TOTAL PAYROLL AUGUST 2012</i></b>	<b><i><u>\$ 96,125.32</u></i></b>

*Moved by A. Planer, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-040****RESOLUTION**

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

*September 2012 General Fund.....\$311,516.03*

*Moved by A. Planer, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-041****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the August 2012 line-item appropriation transfers attached to and made a part of these minutes. Moved by A. Planer, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-042****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 2012; and further recommends, in compliance with N.J.A.C. 6A: 23-2.11 (c) 4, that the Board of Education certifies that no major account has been overexpended in violation of N.J.A.C. 6A: 23-2.11 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.*

*Moved by A. Planer, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**2012-2013 School Goals:**

- Maintain the board's focus on student achievement as its highest priority (Professional Development Improvement Plan will include: board adopting district and board goals, developing a schedule for monitoring progress toward achievement of district goals, board evaluating CSA based on progress toward district goals and evaluation of leadership qualities, board submits written performance report to CSA.)
- Continue to provide resources to the Superintendent to improve Kingwood's reputation and "build the brand."

**CHIEF SCHOOL ADMINISTRATOR'S REPORT** – R. Falkenstein

Dr. Falkenstein discussed the following informational items:

- Student Enrollment
- Monthly Staff Reports
- Professional Development
- Writing Initiative
- iPad Initiative
- Distant Learning Program – Geometry
- QSAC Committee – Kevin Bloom
- Opening of School Activities

- Building Update
- Meetings Attended

**Action 13-043****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Kingwood Township Nursing Service Plan for the 2012-2013 school year. Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-044****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves 2012 School Safety and Security Plan. Moved by G. Karlsrud, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**2012-2013 District Goals:**

- **Student Achievement:**
  - Develop a continuous writing program for grades K-8
  - Manage iPad implementation
- **Community Relations:**
  - Prepare for School Choice status for 2013-2014
  - Improve Kingwood's reputation
  - Provide recognition for staff at Board of Education Meetings
- **Facilities:**
  - Monitor the items within the Long Range Facilities Plan
  - Partial Replacement of the Roof (completion of repairs, etc.)
- **Operations:**
  - Successfully complete QSAC monitoring with the designation of "high performance district"

**EDUCATION COMMITTEE** – No Meeting.**Action 13-045****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following 2012-2013 Field Trips:*

*Howell Living Farm - Lambertville, NJ – 2<sup>nd</sup> Grade  
 State House & Barracks – Trenton, NJ – 4<sup>th</sup> Grade  
 Steamboat – Lambertville, NJ – Flemington, NJ – 4<sup>th</sup> Grade  
 DVRHS Tournament of Champions – Frenchtown, NJ*

*Moved by A. Planer, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-046****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following Co-Curricular Fundraising Activities:*

*Homestead Coffee Sale – 8<sup>th</sup> Grade  
Donations for Building at Fairview Lake – Student Council  
T-Shirts/Sweat Shirts – “Class of” – 8<sup>th</sup> Grade*

*Moved by A. Planer, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-047****RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts a donation of the “Cooper and Me” book series for the use in Preschool and Kindergarten from the Willard Family. Moved by A. Planer, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-048****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 8<sup>th</sup> Grade Washington, D.C. trip for May 29<sup>th</sup> – May 31<sup>st</sup> 2013. Moved by A. Planer, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-049****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached regular education pre-school student tuition contract, effective October 1, 2012 at the staff member tuition rate of \$150.00 per month. Moved by A. Planer, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 13-050****RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts the KTEF Grant of \$6,358.68 for the “Hands on Music Exploration.” Moved by A. Planer, seconded by K. Bloom. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**PERSONNEL COMMITTEE** – Update on Meeting.

**Action 13-051****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following teachers for an iPad Parents night, technology training and the choice student open house at the contractual rate of \$51.00 per hour, as recommended by the Chief School Administrator:*

Peggy Cooney – 4 hours  
 Charles Shlimbaum – 2 hours  
 Rebecca Lancaster – 2 hours  
 Eileen Ricardo – 2 hours

Ian White – 2 hours  
 Sara Alpaugh – 2 hours  
 Kristen Grieco – 2 hours

Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.

**Action 13-052****RESOLUTION**

BE IT RESOLVED that the Board of Education approves Margaret McPherson, Substitute Nurse, for the Fairview Lake trip for Alexandria, Frenchtown, Milford and Kingwood Township Schools, with Kingwood Township's portion totaling \$200.00. Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.

**Action 13-053****RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following overnight chaperones for the Fair View Lake trip for two (2) nights at the contractual rate of \$192 per night:

David Bacon	Rebecca Lancaster
Charlie Shlimbaum	Scott Johnson
Christopher Haver	

Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.

**Action 13-054****RESOLUTION**

BE IT RESOLVED that the Board of Education approves a maternity leave for Allison Larthey, Teacher, effective November 1, 2012 through March 22, 2013 utilizing the following:

Disability Leave – 11/1/12 – 12/4/12 – 20 sick days  
 FMLA – 12/5/12 – 3/1/13 – 12 weeks  
 NJFMLA – 12/31/12 – 3/22/13 – 12 weeks

Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.

**Action 13-055****RESOLUTION**

BE IT RESOLVED that the Board of Education approves to increase Angela Caccese, Part-time Speech Teacher – PCN# TCH-EL-SPCH-FL-2, from (.2) Step 2 BA - \$9,480.00 to (.28) Step 2 BA - \$13,402.00 – pro-rated effective October 1, 2012, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.

**Action 13-056****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, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 13-057****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following course for the 2012-2013 school year at West Chester University for Ian White:*

*Curricular Integration of Technology - \$1,602.15*

*Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 13-058****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following course for the 2012-2013 school year at the University of Arts for Peggy Cooney:*

*Integrating iPad Technology - \$990.00  
Apple iMovie - \$990.00*

*Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 13-059****RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts the resignation of Denise Cathro, Part-time Speech Teacher – PCN #TCH-EL-SPCH-FL-3, effective November 15, 2012. Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 13-060****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves as an emergent hire, Michael Matlack as a substitute Teacher for the 2012-2013 school year, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**OPERATIONS COMMITTEE** – No Meeting.

**POLICY COMMITTEE** – No Meeting.

**Action 13-061****RESOLUTION**

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

- #5512.01 – Harassment, Intimidation, and Bullying*
- #2363 – Pupil Use of Privately Owned Technology*
- #2415.04 – Title I – District-Wide Parental Involvement*

*Moved by G. Karlsrud, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**FINANCE COMMITTEE** – No Meeting.

**Action 13-062****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves and adopts the attached Flexible Benefits Plan under Section 125 of the Internal Revenue Code of 1986. Moved by J. DePinto, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 13-063****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves transferring \$94,356.00 from surplus and increase line 11-190-100-610 in the 2012-2013 Budget for the 2011-2012 Extraordinary Aid received in September 2012. Moved by J. DePinto, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**COMMUNICATIONS COMMITTEE****STANDING COMMITTEE REPORTS**

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

**NEW BUSINESS****OLD BUSINESS****RECOGNITION  
OF THE PUBLIC:**

Teacher: Rebecca Lancaster and Kristin Mohary



**Action 13-064**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education entered Executive Session at 8:47 p.m. to discuss the grievance about movement across the guide. Moved by A. Planer, seconded by K. Bloom. Resolution was ADOPTED as follows: ayes, 8; nays, 0.*

The Board returned to open session at 8.59 p.m. All Board members were present.

**Action 13-065**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 9:00 p.m. Moved by L. Willard, seconded by J. DePinto. Resolution was ADOPTED as follows: ayes 8; nays, 0.*

Respectfully Submitted,



Bobbie Beriont  
School Business Administrator/Board Secretary

Minutes prepared 09/27/12  
Minutes remain unofficial until Board approval.

Approved:



Board President