

**INGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – October 16, 2007

TIME AND PLACE: The regular meeting of the Board of Education was held on October 16, 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 7:30 p.m.

Pledge of Allegiance.

ROLL CALL:

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

DISTRICT ADMINISTRATORS

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

RECOGNITION OF PUBLIC:

Teachers: Mrs. Alyssa Kries, Mrs. Sarah Tainow, Mrs. Patricia Farrar, Mrs. Diane Plytynski and Mrs. Stacey Michalski
Public: Members of Student Council and Mr. William Colantano, School Auditor

Student Council gave a presentation and an accounting of the 2006-2007 fundraising activities.

In addition, they highlighted future activities for the 2007-2008 school year.

Board President Ms. Pilch thanked the Student Council for all their efforts in supporting our school.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Mrs. Beriont discussed the following informational items:

- NJSBA Convention – October 23rd – 26th
- Education Minutes
- Operations Minutes
- Semi Annual Delegate Assembly – NJSBA
- School District Accountability Act – Board Member Training
- Memo from Fogarty & Hara to State of New Jersey DEP – dated October 11, 2007
- Discussion of Quarterly Arsenic Results

Action 08-080

RESOLUTION

BE IT RESOLVED that the Board of Education approves amending items #6.4 and #8.2.3 and add #8.1.4, #8.2.5, #8.2.6, #8.2.7, #8.2.8 and #8.2.9. Moved by P. Lubitz, seconded by G. Karlsrud. This resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-081

RESOLUTION

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

*September 25, 2007 – Regular Meeting Minutes
September 25, 2007 – Executive Meeting Minutes*

Moved by E. Hill, seconded by K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0; abstain, 2(Hill/Cascio).

Action 08-082

RESOLUTION

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

September 2007 Net Payroll	\$229,558.37
September 2007 Agency	\$174,236.36
September 2007 Board Share FICA	\$28,829.06
TOTAL PAYROLL SEPTEMBER 2007:	\$432,623.79

Moved by E. Hill, seconded by K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-083**RESOLUTION**

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

*October 2007 Prescription Bill List.....\$1,332.67
October 2007 General Fund.....\$133,875.33*

Moved by E. Hill, seconded by K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-084**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the September 2007 line-item appropriation transfers attached to and made a part of these minutes. Moved by E. Hill, seconded by K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-085**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 September 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, seconded by K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-086**RESOLUTION**

BE IT RESOLVED that the Board of Education approves New Jersey School Board Association to assist with the development of the District's Salary Guides at a rate of \$110 per hour. Moved by E. Hill, seconded by K. Bryer. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

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

Mrs. Hartner discussed the following informational items:

- School Violence And Vandalism Report
- Student Council Presentation
- QAAR Presentation

- School Enrollment
- Staff Attendance
- Monthly Reports
- NJSBAIG 2006 Safety Award Winner
- October 8th DeVal Staff Development Day
- Letter From Stephen Fogarty Re: Use of Restraints for Students with Disabilities
- Review Agenda Items
- Meetings Attended
- Review Progress Towards District Goals

The Chief School Administrator gave a presentation and information on the Kingwood Township School's vandalism and violence data submitted to the New Jersey Department of Education for the 2006-2007 school year. No discussion took place.

Action 08-087

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following resolution accepting this report:

***WHEREAS** the Kingwood Township Board of Education assures that this public hearing has been specifically conducted to fulfill the district's legal obligation to present school violence and vandalism information to the public and to conduct public hearings on the report;*

***WHEREAS** the Chief School Administrator has provided the necessary presentation on all acts of violence and vandalism which occurred during the 2006-2007 school year, including a report on the Kingwood Township School's violence and vandalism data submitted under the Electronic Violence and Vandalism Reporting System (EVVRS) to the New Jersey Department of Education for the 2006-2007 school year;*

***THEREFORE BE IT RESOLVED** that the Kingwood Township Board of Education authorizes the Board Secretary to forward the written transcript of this public hearing along with a copy of the report on the Kingwood Township School's violence and vandalism data submitted under the Electronic Violence and Vandalism Reporting System (EVVRS) to the New Jersey Department of Education for the 2006-2007 school year to the New Jersey Department of Education, Division of Student Services, Office of Program Support Services.*

Moved by E. Hill and seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

The Chief School Administrator gave a presentation on the Quality Annual Assurance Report (QAAR).

Action 08-088

RESOLUTION

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

WHEREAS the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS the required maintenance activities as listed in the attached document for the various school facilities of the Kingwood Township School District are consistent with these requirements, and

WHEREAS all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

THEREFORE BE IT RESOLVED that the Kingwood Township School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Kingwood Township School District in compliance with Department of Education requirements.

Moved by E. Hill and seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-089

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following resolution for the Maximum Capital Reserve Amount:

BE IT RESOLVED, the Kingwood Township School District has 29 projects identified in its 2005 Five-Year Long Range Facility Plan; and,

BE IT RESOLVED, these projects have an estimated total cost over the five-year period of \$3,177,586; and,

BE IT RESOLVED, it is estimated that the district may be eligible for state debt service of EDA grant funds for these projects in the amount of \$1,271,024. Accordingly, the estimated local share of these projects is \$1,906,552; and,

BE IT RESOLVED, the Kingwood Township School District has not completed any projects within the 2005 Long-Range Facility Plan; and,

BE IT RESOLVED, the local share \$1,906,552, less the current balance of the capital reserve \$89,515, equates to \$1,817,037 which represents the maximum the Kingwood Township School District may deposit in its capital reserve fund for the 2008-2009 school year.

THEREFORE BE IT RESOLVED, the Kingwood Township Board of Education approves the Statement of Certification as submitted as part of the 2007 QAAR.

Moved by E. Hill and seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-090

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following resolution accepting the 2007 QAAR:

BE IT RESOLVED that the Kingwood Township Board of Education accepts the 2007 Quality Annual Assurance Report (QAAR) and authorizes its submission to the Hunterdon County Superintendent.

BE IT FURTHER RESOLVED that the Board of Education approves the Kingwood Township School Maintenance Budget Amount Worksheet (Form M-1) and the detailed actual expenditure worksheet and authorizes its submission to the Hunterdon County Superintendent as part of the 2007 QAAR.

Moved by E. Hill and seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-091

RESOLUTION

BE IT RESOLVED that the Board of Education approves the Kingwood Township School District Emergency Crisis Management and Response Plan for the 2007-2008 school year. Moved by E. Hill and seconded by L. Cascio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

COMMITTEE REPORTS

EDUCATION COMMITTEE – Minutes Attached.

Action 08-092

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following requests for fundraising activities:

- Gertrude Hawk Chocolates - Music*
- Thanksgiving Pie Sale – 8th Grade Class*

Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-093

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following of 2007-2008 field trips:

- Yankee Stadium – Bronx, NY – 6th - 8th Grade*

Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-094

RESOLUTION

BE IT RESOLVED that the Board of Education approves Ski Club for the 2007-2008 school year at Shawnee Mt. Ski Area in Pennsylvania. Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-095

RESOLUTION

BE IT RESOLVED that the Board of Education approves the Special Education Early Childhood Outcome Study Contract with the State of New Jersey, Department of Education, in the amount of approximately \$1,464.10 of which up to \$1,650.00 will be reimbursed from the Department of Education. Moved by P. Lubitz, seconded by K. Bryer. On roll call, resolution was ADOPTED as follows: ayes, 9; nays, 0.

PERSONNEL COMMITTEE – Minutes Attached.

Action 08-096

RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with regret, the resignation of Kathy Agans, Administrative Assistant, effective October 12, 2007. Moved by P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-097

RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with regret, the resignation of Laura Kerr, Part-time Custodian, effective October 11, 2007. Moved by P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-098

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 P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-099

RESOLUTION

BE IT RESOLVED that the Board of Education approves Sarah Tainow to provide after-school Staff Development Programs at a rate of \$51 per hour, not to exceed 15 hours, during the 2007-2008 school year, as recommended by the Chief School Administrator. Moved by P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9;

nays, 0.

Action 08-100

RESOLUTION

BE IT RESOLVED that the Board of Education approves William Richmond, as Baseball Coach, for the 2007-2008 school year at a stipend rate of \$1,918.00, as recommended by the Chief School Administrator. Moved by P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-101

RESOLUTION

BE IT RESOLVED that the Board of Education approves as an emergent hire, Alan Schedlbauer, as Boy's Basketball Coach, for the 2007-2008 school year at a stipend rate of \$1,918.00, as recommended by the Chief School Administrator, pending satisfactory criminal history review. Moved by P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-102

RESOLUTION

BE IT RESOLVED that the Board of Education approves as an emergent hire, Sandra L. Miller, Administrative Assistant, at an annual salary of \$47,000.00, prorated to start date, effective November 1, 2007, as recommended by the Chief School Administrator, pending satisfactory criminal history review. Moved by P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-103

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached employment contract with Sandra L. Miller, Administrative Assistant, for the 2007-2008 school year, as recommended by the Chief School Administrator. Moved by P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-104

RESOLUTION

BE IT RESOLVED that the Board of Education approves as an emergent hire, Kelly Hanisak, as a substitute custodian for the 2007-2008 school year, as recommended by the Chief School Administrator, pending satisfactory criminal history review. Moved by P. Lubitz, seconded by T. PeterPaul. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

OPERATIONS COMMITTEE – Minutes Attached.

Action 08-105

RESOLUTION

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

SP3 \$37,143.47

Note: Route Cost Revised from \$38,665.90

Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-106

RESOLUTION

BE IT RESOLVED that the Board of Education approves the Hunterdon County ESC to provide transportation service to The Stepping Stone School, at a rate of \$170.58 per day. Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-107

RESOLUTION

BE IT RESOLVED that the Board of Education approves the disposal of the following refuse equipment:

Asset # 01277

HP Deskjet Printer

Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-108

RESOLUTION

BE IT RESOLVED that the Board of Education approves the disposition of the following obsolete equipment and offer for public donation:

Asset #01148

Computer

Asset #01140

Computer

Asset #01151

Computer

Asset #00038

Projector

Moved by D. Oertle, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

POLICY COMMITTEE – No Report.

FINANCE COMMITTEE

The School Auditor, William Colantano, gave a presentation of the June 30, 2007 Comprehensive Annual Financial Report. In this presentation, he stated that there were no audit recommendations.

Action 08-109

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2008-2009 Budget Calendar. Moved by D. Oertle, seconded by E. Hill. Resolution was ADOPTED as follows: ayes 9; nays, 0.

Action 08-110

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the June 30, 2007 Comprehensive Annual Financial Report (CAFR), with no audit recommendations. Moved by D. Oertle, seconded by E. Hill. Resolution was ADOPTED as follows: ayes 9; nays, 0.

COMMUNICATION COMMITTEE – No Report.

STANDING COMMITTEE REPORTS

- Hunterdon County School Boards – Update on Legislative Meeting
- NJ School Boards Association – Mr. Bloom may not be able to attend November Meeting
- Hunterdon County ESC – No Report
- KTS PTA – Update on the Monthly Meeting.
- KTEA – Update on the Monthly Meeting.

NEW BUSINESS

Mr. Karlsrud mentioned that the KTS Music CD is in development and will be available for sale. Mr. Foy updated the Board of the Soccer Team's Achievement.

OLD BUSINESS

Mr. Lubitz wanted to know the status of a potential field trip to the Oak Summit School House.

**RECOGNITION
OF THE PUBLIC: -**

Teachers: Mrs. Alyssa Kries, Mrs. Sarah Tainow, Mrs. Patricia Farrar, Mrs. Diane Plytynski and Mrs. Stacey Michalski

Mrs. Plytynski asked about the Board of Education paying for her stipend for ski club. The Board referred it back to the Administration.

Action 08-111

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 9:41 p.m. Moved by P. Lubitz, seconded by K. Bryer. Resolution was ADOPTED as follows: ayes 9; nays, 0.

Respectfully Submitted,

Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 10/22/07
Minutes remain unofficial until Board approval.

Approved:

Board President