

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Regular Meeting – November 24, 2009**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on November 24, 2009, 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 4, 2009.

**CALL TO ORDER:** The meeting was called to order by Board President, Mary Ellen Pilch at 7:33 p.m.

Pledge of Allegiance.

**ROLL CALL:**

<b>PRESENT:</b>	Mary Ellen Pilch, President	Karen Love-Mathieu
	Kevin Bloom, Vice President	Anthony Planer
	Joseph DePinto	Lance Riggio
	Eugene Hill	David Oertle
	Gary Karlsrud	

**DISTRICT ADMINISTRATORS**

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

**RECOGNITION OF PUBLIC:**

Teacher: Mrs. Jennifer Griffith and Ms. Deanna Fleming

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

Mrs. Beriont discussed the following informational items:

- Kingwood Township Board of Education Safety Award
- NJSBA – Get the Vote Out! – January 27, 2010

- State Budget Update

**Action 10-103**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to amend #6.4 and add 8.2.6. Moved by E. Hill and seconded by G. Karlsrud. This resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-104**

**RESOLUTION**

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

*October 20, 2009 – Regular Meeting Minutes*

*Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-105**

**RESOLUTION**

*Motion to approve the October 2009 Payroll and FICA as follows:*

<i>October 2009 Net Payroll</i>	<i>\$232,329.02</i>
<i>October 2009 Agency</i>	<i>\$165,918.00</i>
<i>October 2009 Board Share FICA</i>	<i>\$28,103.60</i>
<b><i>TOTAL PAYROLL OCTOBER 2009:</i></b>	<b><i>\$426,350.62</i></b>

*Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-106**

**RESOLUTION**

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

*November 2009 General Fund.....\$249,875.74*

*Moved by K. Bloom, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-107**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the October 2009 line-item appropriation transfers attached to and made a part of these minutes. Moved by E. Hill, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-108**

**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 October 2009; 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, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

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

Mrs. Hartner gave a presentation and information on the Code of Student Conduct 2008-2009 Annual Summary Report.

Mrs. Hartner discussed the following informational items:

- Student Enrollment
- Staff Reports
- QSAC – Update
- County Office Review of Budget Efficiencies – Memo dated 11/20/09
- Superintendent's Action Plan
- Draft Calendar for 2010-2011 – Request Regional/County Wide Alignment
- BOE Member to sit on one of the Regionalization Committees
- Parent-Teacher Conferences – Use of Electronic Scheduler
- Meetings attended

Review District Goals:

By June 2010, the Kingwood Township School District will collect and analyze a variety of student data in order to evaluate and improve instruction in the areas of language arts literacy, mathematics, and science.

- By June 2010, district staff will make modifications to instructional programs to improve student achievement in the areas of language arts literacy, mathematics and science.
- By June 2010, 90% of all students in the Kingwood Township school District will have increased their personal mathematics proficiency.

Review Board of Education Goal:

By June 2010, the Kingwood Township Board of Education will develop and implement one significant strategy that will actively engage stakeholders in the Kingwood Township School district.

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 2008-2009 school year. No discussion took place.

**Action 10-109**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts the Chief School Administrator's Goals/Action Plan for the 2009-2010 school year. Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**COMMITTEE REPORTS**

**EDUCATION COMMITTEE** – Minutes Attached.

**Action 10-110**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts the KTEF Fall 2009 grant awards, as attached, in the amount of \$11,404.08. Moved by K. Bloom, seconded by K. Love Mathieu. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-111**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts the following changes to the KTEF Spring 2009 grant awards:*

*Spring Building Grant from \$1,400.00 to \$0.00  
Mad About Science Grant from \$1,400.00 to \$2,000.00  
Piccirillo Storytelling from \$0.00 to \$400.00*

*Moved by K. Bloom, seconded by K. Love Mathieu. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-112**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following 2009-2010 field trip:*

*RVCC Theatre – Raritan, NJ – A Theatre Experience – 2nd Grade*

*Moved by K. Bloom, seconded by K. Love Mathieu. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-113****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves L.L Teach, Inc., Bridgewater, NJ, to provide a one half-day professional development workshop in mathematics at a rate not to exceed \$950. Moved by K. Bloom, seconded by K. Love Mathieu. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**PERSONNEL COMMITTEE****Action 10-114****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following substitutes for the 2009-2010 school year, as recommended by the Chief School Administrator, pending satisfactory criminal history review:*

*Jessica Heinbach – Teacher/Aide  
Martha Kelly – Teacher/Aide  
Christine Brandecker – Lunch Aide  
Garrett Emmons – Custodian\*  
Brent Montagna – Custodian\*  
Kyle Lechtner – Custodian\*  
Andrew Lechtner – Custodian\**

*\*As an Emergent Hire*

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

**Action 10-115****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following teachers for Home Instruction, at a rate of \$51.00 per hour, not to exceed five (5) hours, as recommended by the Chief School Administrator:*

*Sarah Tainow                      Rebecca Vecere*

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

**Action 10-116****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 G. Karlsrud, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-117****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves a maternity leave for Allison Larthey, Teacher, effective January 19, 2010, using 20 days of paid disability and enacting both the Family Medical Leave Act and the New Jersey Family Leave Act through May 18, 2010. Moved by G. Karlsrud, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-118****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Cynthia Pope to conduct research involving KTS staff members in the area of technology as part of the requirements for a doctoral graduate course. Moved by G. Karlsrud, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-119****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Dawn Niemeyer to chaperone the middle school dance on November 13, 2009 at a rate of \$104.00, as recommended by the Chief School Administrator. Moved by G. Karlsrud, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**OPERATIONS COMMITTEE** – Minutes Attached.**Action 10-120****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the disposal and public donation of the following fixed asset:*

*Fixed Asset #01397 – Amplifier & Two Speakers*

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

**Action 10-121****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the disposition and disposal of the attached obsolete/damaged computers, printers, monitors, scanners and server equipment. Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-122****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves De Sapio Construction Inc., to provide salt spreading services, on an as needed basis, at a rate of \$830.00, per application, for the 2009-2010 school year. Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-123****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves contract with Omni Environmental, Princeton, NJ, to perform a Copper and Zinc Translator and Water Effect Ratio Study for the Waste Treatment Plant, for an amount not to exceed \$29,800.00. Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-124****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached Participation Agreement for Cooperative Purchasing of Telecommunication Services – ACT with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials from July 1, 2010 to June 30, 2012. Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 10-125****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following Change Orders to the Equalization Tank Project:*

*T. Slack Environmental – Contractor – Original Contract - \$81,933.00  
 CO#1 - Additional Work for Excavation of Blue Stone - \$13,439.63  
 CO#2 – Install Aerator Control Panel and Valves - \$2,637.80  
 CO#3 – Replace Existing Feed Wire from Gym to Plant – \$2,752.75  
 CO#4 – Modification to Pump Float Control - \$1,185.80*

*Applied Water Management, Inc. – Engineer – Original Contract \$37,550.00  
 CO#1 – Additional Services for Inspections of Contractor - \$2,635.00  
 CO#2 – Additional Services for Pump Float Control - \$1,700.00*

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

**POLICY COMMITTEE** – Minutes Attached.

**Action 10-126****RESOLUTION**

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

*#R5200 – Attendance*

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

**Action 10-127****RESOLUTION**

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

- #1330 – Evaluation of School Business Administrator*
- #1530 – Equal Employment Opportunity Complaint Procedure*
- #2200 – Curriculum Content*
- #2260 – Affirmative Action Program for School and Classroom Practices  
Complaint Procedure*
- #2415.20 – No Child Left Behind Complaints*
- #2423 – Bilingual and ESL Education*
- #2460 – Special Education*
- #3218 – Substance Abuse (teaching staff members)*
- #3244 – In-Service Training*
- #4218 – Substance Abuse (support staff)*
- #5111 – Eligibility of Resident/Nonresident Pupils*
- #5308 – Pupil Health Records*

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

**Action 10-128****RESOLUTION**

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

- #1120 – Employment of Chief School Administrator*
- #3159 – Teaching Staff Member/School District Reporting Responsibilities*
- #8760 – Pupil Accident Insurance*

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

**FINANCE COMMITTEE****COMMUNICATION COMMITTEE****STANDING COMMITTEE REPORTS**

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



**NEW BUSINESS** - Mr. Bloom discussed being on a Township Volunteer Committee for “Sustainable Kingwood” to look at ways of going “green”. The Township is offering recycling of computer equipment and is willing to take the schools damaged and outdated equipment.

Mrs. Love Mathieu mentioned that Elizabethtown maybe putting a gas line to the firehouse and possibly having one extend to the school.

**OLD BUSINESS** – None.

**RECOGNITION  
OF THE PUBLIC:**

**Action 10-129**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education entered Executive Session at 8:39 p.m. to discuss litigation concerning the CCD lawsuit. Moved by E. Hill, seconded by G. Karlsrud. Resolution was ADOPTED as follows: ayes, 9; nays, 0.*

Mr. DePinto, Mr. Planer and Mr. Riggio excused themselves from executive session.

The Board returned to open session at 8:41 p.m. All Board members were present.

**Action 10-130**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 8:42 p.m. Moved by E. Hill, seconded by G. Karlsrud. Resolution was ADOPTED as follows: ayes 9; nays, 0.*

Respectfully Submitted,

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Bobbie Beriont  
School Business Administrator/Board Secretary

Minutes prepared 11/30/09  
Minutes remain unofficial until Board approval.

Approved:

\_\_\_\_\_  
Board President