

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – December 16, 2008

TIME AND PLACE: The regular meeting of the Board of Education was held on December 16, 2008, 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 May 28, 2008.

CALL TO ORDER: The meeting was called to order by Board President, Mary Ellen Pilch at 7:35 p.m.

Pledge of Allegiance.

ROLL CALL:

Present: Mary Ellen Pilch, President David Oertle
Kevin Bloom, Vice-President Lance Riggio
Gary Karlsrud

Absent: Lawrence Cascio Karen Love-Mathieu
Eugene Hill Traci PeterPaul

DISTRICT ADMINISTRATORS

PRESENT: Laura Hartner, Chief School Administrator
Bobbie Beriont, School Business Administrator

RECOGNITION OF PUBLIC:

Eric Carr – Building & Grounds Supervisor

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Action 09-152**RESOLUTION**

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

November 25, 2008 – Regular Meeting Minutes

Moved by K. Bloom, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 4; nays, 0; Abstain, 1(Pilch).

Action 09-153**RESOLUTION**

Motion to approve the November 2008 Payroll and FICA as follows:

| | |
|--|----------------------------|
| <i>November 2008 Net Payroll</i> | <i>\$230,729.60</i> |
| <i>November 2008 Agency</i> | <i>\$175,147.42</i> |
| <i>November 2008 Board Share FICA</i> | <i>\$28,182.00</i> |
| <i>TOTAL PAYROLL NOVEMBER 2008:</i> | <i>\$434,059.02</i> |

Moved by K. Bloom, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-154**RESOLUTION**

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

December 2008 General Fund.....\$251,332.22

Moved by K. Bloom, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-155**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the November 2008 line-item appropriation transfers attached to and made a part of these minutes. Moved by K. Bloom, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-156**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 November 2008; 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 over expended 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 D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

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

Mrs. Hartner discussed the following informational items:

- Student Enrollment
- Staff Attendance
- November Reports
- Meetings Attended
- Progress Towards Board Goals
- Social Studies Textbook Selection K-8
- Preschool Programs/Full-Day Kindergarten
- Professional Development Plan
- Mrs. Hartner to Participate in the DelVal Principal Search
- Senate Bill S2425 - Oppose

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 2009, district staff will be trained in learning how to collect and analyze 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 2009, the Kingwood Township School District will have expanded and improved its science program as measured by staff development and improved scores on the NJ ASK 4/8 and the NWEA Measures of Academic Achievement for grades 3-7.

Review Board of Education Goal:

By June 2009, the Kingwood Township Board of Education will assure that all district policies and by-laws are in compliance with the law.

EDUCATION COMMITTEE – Minutes Attached.

Action 09-157

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following 2008-2009 field trips:

DVRHS – Freshman Orientation – 8th Grade

Moved by G. Karlsrud, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-158

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following fundraising activity:

Selling Candy & Water Bottles at the Winter Concert – Band

Moved by G. Karlsrud, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-159

RESOLUTION

BE IT RESOLVED that the Board of Education approves Cindy Pope, Teacher, to conduct a research project to determine the online literacy practices of elementary students in Grades 3-5 who participate in an online enrichment education program(s). Moved by G. Karlsrud, seconded by D. Oertle. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

PERSONNEL COMMITTEE – Minutes Attached.

Action 09-160

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following substitutes for the 2008-2009 school year, pending satisfactory criminal history review, as recommended by the Chief School Administrator:

*Evan King – Teacher/Aide
Rebecca Guenther – Teacher/Aide
Teresa Klapper – Teacher/Aide
Lori Tomenchok – Teacher/Aide
Kathleen Van Dyne – Teacher/Aide
Allison O’Neill – Teacher/Aide
Jim Hattauer – Teacher/Aide*

Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-161**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to extend the maternity leave for Kristen Grieco, Teacher, from March 17, 2009 to March 20, 2009, as recommended by the Chief School Administrator. Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-162**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to extend the employment contract for Allison O'Neill, Maternity Leave Teacher, from March 17, 2009 to March 23, 2009, as recommended by the Chief School Administrator. Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-163**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts, with regret, the retirement of Lois McKay, Teacher, effective July 1, 2009. Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-164**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts, with regret, the retirement of Lillian Hall, Teacher, effective July 1, 2009. Moved by G. Karlsrud, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-165**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 L. Riggio. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

OPERATIONS COMMITTEE**Action 09-166****RESOLUTION**

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

WHEREAS, the Kingwood Township Board of Education solicited for quotes for Garbage Removal for the Kingwood Township Elementary School; and

WHEREAS, the Board received one quote, in accordance with the specifications, on December 3, 2008 as follows:

*Republic Services of NJ, LLC
d/b/a Raritan Valley Disposal*

9 Frontage Road, PO Box 4010
Clinton, NJ 08809-0010

WHEREAS, Republic Services of NJ, LLC, d/b/a Raritan Valley Disposal submitted the only responsible quote, with a base bid of \$706.19 per month, from September 1 through June 30, for one (1) six cubic yard container for Recyclables, and two (2) six cubic yard containers for Refuse and Rubbish, to be picked up twice weekly, with at least a two (2) day interval between pick ups; and

WHEREAS, Republic Services of NJ, LLC, d/b/a Raritan Valley Disposal submitted an Alternate Bid #1 of \$419.33, per month from July 1 through August 30, for one (1) six cubic yard container for Recyclables, and two (2) six cubic yard containers for Refuse and Rubbish, to be picked up once a week; and

WHEREAS, Republic Services of NJ, LLC, d/b/a Raritan Valley Disposal submitted an Alternate Bid #2, for extra garbage collection, as requested, from July 1 through August 30, for \$12.75 per cubic yard and prices for Open Containers at 10 cubic yards for \$410.80, 20 cubic yards for \$535.60 and 30 cubic yards for \$618.80; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a single bid for the Garbage Removal to Republic Services of NJ, LLC, d/b/a Raritan Valley Disposal which includes the base bid of \$706.19 per month, from September 1 through June 30, Alternate Bid #1 of \$419.33, per month, from July 1 through August 30, and Alternate Bid #2, for extra garbage collection, as requested.

Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-167

RESOLUTION

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

WHEREAS, the New Jersey Board of Public Utilities, Office of Clean Energy administers the Local Government Energy Audit Program (Program), an incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and,

WHEREAS, Kingwood Township Board of Education has decided to apply to participate in the Local Government Energy Audit Program; and,

WHEREAS, the facilities to be audited are in New Jersey, are owned by the Kingwood Township Board of Education, are served by a New Jersey regulated public utility, and that the Kingwood Township Board of Education has not already reserved \$100,000 in the program this year as of this application; and,

WHEREAS, it is acknowledged that acceptance into the Program is dependent on the

Scope of Work and cost proposal, and that Program rules will have to be met in order to receive incentive funds; and,

WHEREAS, upon acceptance into the Program, the Kingwood Township Board of Education will prepare Facility Data Forms and Scopes of Work for its facility to be audited, solicit quotations from the authorized contractors, and submit the Part B application; and,

WHEREAS, the Kingwood Township Board of Education understands that energy audit work cannot proceed until a Application Approval Notice is received from the Program; and,

NOW, THEREFORE, BE IT RESOLVED, that the Kingwood Township Board of Education approves the submission of an Application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

Action 09-168

RESOLUTION

BE IT RESOLVED that the Board of Education approves the submission of the Treatment Works Approval Application to the New Jersey Department of Environmental Protection for the replacement of the Equalization Tank for the Waste Treatment Plant. Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 5; nays, 0.

POLICY COMMITTEE

Action 09-169

RESOLUTION

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

- Policy #8601 – Student Supervision after School Dismissal*
- Policy #8330 – Pupil Records*
- Policy #8660 – Transportation by Private Vehicle*

Moved by K. Bloom, seconded by L. Riggio. On roll call, resolution was ADOPTED as follows: ayes, 5; nays, 0.

FINANCE COMMITTEE – Next Meeting January 20, 2009 @ 6:30 p.m.

COMMUNICATION COMMITTEE

STANDING COMMITTEE REPORTS

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

NEW BUSINESS – None.

OLD BUSINESS – None.

**RECOGNITION
OF THE PUBLIC:**

Eric Carr – Building & Grounds Supervisor

Action 09-170

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 8:07 p.m. Moved by G. Karlsrud, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes 5; nays, 0.

Respectfully Submitted,

Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 01/05/09
Minutes remain unofficial until Board approval.

Approved:

Board President