

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Regular Meeting – December 18, 2012**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on December 18, 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 19, 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	Anthony Planer
	Kevin Bloom, Vice President	Lance Riggio
	Joseph DePinto	Laurie Willard
	Kimberly Malina	

**Absent:** Gary Karlsrud, Jill Lonergan

**DISTRICT ADMINISTRATORS**

**PRESENT:** Rick Falkenstein, Chief School Administrator  
Bobbie Beriont, Business Administrator/Board Secretary

**RECOGNITION OF PUBLIC:**

Teachers - Mrs. Plytynski & Mrs. Ross  
Mrs. Hartner, Mrs. Emmons and Mrs. Sklodowski

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

- Letter from Assemblyman J. DiMaio – dated November 30, 2012
- HCSBA Meeting – January 10, 2013
- Letter from the Frenchtown American Legion Post 113
- ERIC West – Safety Incentive Program - \$1,000.00

**Action 13-124**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to amend the following addendum item to the agenda - #6.4. Moved by A. Planer and seconded by L. Riggio. This resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 13-125**

**RESOLUTION**

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

*November 27, 2012 – Regular Meeting Minutes\**

*\*As amended for #13-113 to add the year 2011 for Charlotte Danielson’s Framework*

*Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 5; nays, 0; Abstain 2; (Riggio, Willard).*

**Action 13-126**

**RESOLUTION**

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

<i>November 2012 Net Payroll</i>	<i>\$230,767.02</i>
<i>November 2012 Agency</i>	<i>\$159,989.58</i>
<i>November 2012 Board Share FICA</i>	<i>\$26,487.60</i>
<i>November 2012 Board Share DCRP</i>	<i>\$288.36</i>
<b><i>TOTAL PAYROLL NOVEMBER 2012</i></b>	<b><i><u>\$417,532.56</u></i></b>

*Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-127**

**RESOLUTION**

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

*December 2012 General Fund .....\$203,179.57*

*Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-128**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the November 2012 line-item appropriation transfers attached to and made a part of these minutes. Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-129**

**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 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 L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-130**

**RESOLUTION**

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

***WHEREAS**, Mary Ellen Pilch has been an active member of the Kingwood Township Community and has served with distinction on the Kingwood Township Board of Education from April 2003 through January 2013; and*

***WHEREAS**, Mary Ellen Pilch has ably served as President of the Kingwood Township Board of Education since April 2006; and*

***WHEREAS**, Mary Ellen Pilch has exhibited the highest standards while serving as a member of the Communication Committee, Education Committee, Finance Committee, Operations Committee, Personnel Committee and Policy Committee; and*

***WHEREAS**, Mary Ellen Pilch has served as Chairperson of the Education Committee and has utilized her expertise and outstanding leadership during the many educational and financial changes that have taken place over the last ten years, especially in the areas of curriculum, technology and staff development; and*

***WHEREAS**, Mary Ellen Pilch served as Chairperson of the Negotiations Committee and gave unselfishly of her time, experience and knowledge to work with the teachers'*

*negotiation committee and other members of the board committee to negotiate a fair and equitable contract; and*

***WHEREAS,** Mary Ellen Pilch has been held in high regard by her colleagues within Hunterdon County and the State of New Jersey, sharing her professional leadership capacity as President of the Hunterdon County School Boards Association; and*

***WHEREAS,** Mary Ellen Pilch whose vision and outstanding leadership truly made a difference to the children and staff of Kingwood Township; and*

***NOW, THEREFORE, BE IT RESOLVED** that the Kingwood Township Board of Education expresses its sincere and grateful appreciation to Mary Ellen Pilch for her exceptional service and dedication to the children of Kingwood Township; and*

***BE IT FURTHER RESOLVED** that a copy of this resolution shall be presented to Mary Ellen Pilch and spread upon the minutes of the December 18, 2012 meeting of the Kingwood Township Board of Education.*

*Moved by L. Riggio, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows ayes, 7; 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 spoke about the recent events that took place at the Sandy Hook School in Newtown, Connecticut. Also, he emphasized that our building is secure and that the staff are well trained and always put the children of Kingwood first.

Dr. Falkenstein discussed the following informational items:

- Student Enrollment
- Monthly Staff Reports
- Professional Development
- Congratulations to the 4<sup>th</sup> Grade class for being a finalist on the NJ 101.5 Christmas Choir Concert
- Senior Citizen Breakfast

- Meetings Attended

Dr. Falkenstein thanked Mrs. Lancaster, Mrs. Losch, Mr. White and Cheryl Karcher from Maschio's food service along with the student council on an outstanding job for the Senior Citizen Breakfast. Also, he complimented Mrs. Niedziejko, Mr. White, Mrs. Gale and the students for their wonderful production of this year's music concert.

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**

**Action 13-131**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the 2012-2013 10-month receiving tuition rate for the following:*

*Grades 5-8 – Regular                      \$5,000*

*Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-132**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts the following donations to the KTS Music Program:*

*Mr. & Mrs. Norgard - \$25.00  
Mr. & Mrs. Stevenson - \$20.00*

*Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-133****RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts a donation from the Kingwood Township PTA in the amount of \$760.00 towards the 8<sup>th</sup> grade class trip. Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-134****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Kim Marshal's framework for the principal evaluation. Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-135****RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts the following KTEF Grants:*

*Food Assembly – Spanish - \$815.00  
Music in the Parks – Band - \$4,680.00*

*Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-136****RESOLUTION**

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

*Liberty Science Center – Jersey City, NJ – Grade 5*

*Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 13-137****RESOLUTION**

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

*WHEREAS, the Kingwood Township School Board of Education (hereinafter referred to as "KTS") has received a proposal from the Frenchtown School District Board of Education (hereinafter referred to as "FSD") to provide subcontracted writing consultant services; and*

*WHEREAS, FSD and KTS desire to enter into a joint agreement wherein FSD will provide the said Writing Consultant Services; and*

*WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and*

*WHEREAS, FSD and KTS are by definition local units under the said law: and FSD is empowered by law to provide Writing Consultant Services; and*

*NOW THEREFORE BE IT RESOLVED, that FSD and KTS hereby agree to enter into the 2012-2013 shared services arrangement for the provision of Writing Consultant Services in accordance with N.J.S.A. 40A:65-1 et seq. at an hourly rate of \$34.23, not to exceed \$1,500.00.*

*Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**PERSONNEL COMMITTEE**

**Action 13-138**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following 2012-2013 Substitute, pending satisfactory criminal history review, as recommended by the Chief School Administrator:*

*Nicholas Marcucci – Teacher/Aide*

*Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 13-139**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the revised maternity leave for Kathryn Taffera, Teacher, effective October 9, 2012 through March 22, 2013 utilizing the following:*

*Disability Leave – 10/09/12 – 11/12/12 – 20 sick days  
FMLA – 11/13/12 – 2/08/13 – 12 weeks  
NJFMLA – 01/02/13 – 3/22/13 – 12 weeks  
Contractual Leave – N/A*

*Moved by L. Willard, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**OPERATIONS COMMITTEE**

**POLICY COMMITTEE**

**FINANCE COMMITTEE**

**Action 13-140**

**RESOLUTION**

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

***WHEREAS**, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2013-2014 school year, and*

***WHEREAS**, the Kingwood Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students or participation in SEMI would not provide a cost benefit to the District based on projection of the District's available SEMI reimbursement for the 2013-2014 budget year.*

***NOW, THEREFORE BE IT RESOLVED**, that the Kingwood Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of the NJAC 6A:23A-5.3 for the 2013-2014 school year.*

*Moved by A. Planer, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.*

**Action 13-141**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the transfer of \$84,533.04 from Fund 30 – Capital Projects - to the Capital Reserve Account to close out the Roof Project. Moved by A. Planer, seconded by J. DePinto. On roll call vote, resolution was ADOPTED as follows: ayes, 7; 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 – No Update
- KTEA – No Update

**NEW BUSINESS** - None

**OLD BUSINESS** - None

**RECOGNITION  
OF THE PUBLIC:**

Mrs. Plytynski suggested putting something out to the parents about how the staff practices fire and safety drills on a monthly basis. Mrs. Hartner and Mrs. Emmons thanked Ms. Pilch for all her dedication to the Kingwood Township School Community and expressed their gratitude in working with her over the years.



**Action 13-144**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education entered Executive Session at 8:26 p.m. to discuss the grievance #12-01 filed by the Kingwood Township Education Association about movement across the salary guide. Moved by A. Planer, seconded by K. Bloom. Resolution was ADOPTED as follows: ayes, 7; nays, 0.*

The Board returned to open session at 8:35 p.m. All Board members were present.

**Action 13-143**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 8:36 p.m. Moved by A. Planer, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes 7; nays, 0.*


Respectfully Submitted,



Bobbie Beriont  
School Business Administrator/Board Secretary

Minutes prepared 12/20/12  
Minutes remain unofficial until Board approval.

Approved:

  
Board President