

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION  
Regular Meeting – December 16, 2014**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on December 16, 2014 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 8, 2014.

**CALL TO ORDER:** The meeting was called to order by Board President, Joseph DePinto at 7:34 p.m.

Pledge of Allegiance.

**ROLL CALL:**

<b>Present:</b>	Joseph DePinto, President	Jill Lonergan
	Anthony Planer, Vice President	Kimberly Malina
	Michael DeSapio	Kathleen Racile
	Donna Herbel	Lance Riggio
	Paymon Jelvani	

**DISTRICT ADMINISTRATORS**

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

**RECOGNITION OF PUBLIC:**

Teachers: Mrs. Guenther  
Parents: Mrs. Drake  
Community Member: Mrs. Riggio

The Board recognized Mr. Lance Riggio for his dedicated service to the Kingwood Township School District.

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

- ERIC WEST NJSIG – Risk Management Performance Award - \$1,000.00

• HCSBA – STEM – January 20, 2015 – Hunterdon Central High School

**Action 15-144**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to add #8.1.4. Moved by L. Riggio and seconded by K. Malina. This resolution was ADOPTED as follows: ayes, 9; nays, 0.*

**Action 15-145**

**RESOLUTION**

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

*November 25, 2014 – Regular Meeting Minutes*

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

**Action 15-146**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the November 2014 Payroll, FICA and DCRP as follows:*

<i>November 2014 Net Payroll</i>	<i>\$209,557.46</i>
<i>November 2014 Agency</i>	<i>\$168,177.41</i>
<i>November 2014 Board Share FICA</i>	<i>\$24,903.71</i>
<i>November 2014 Board Share DCRP</i>	<i>\$208.29</i>
<b><i>TOTAL PAYROLL NOVEMBER 2014</i></b>	<b><i>\$402,846.87</i></b>

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

**Action 15-147**

**RESOLUTION**

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

*December 2014 General Fund ..... \$93,876.94*

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

**Action 15-148**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the November 2014 line-item appropriation transfers attached to and made a part of these minutes. Moved by K. Racile, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 15-149****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 2014; 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. Racile, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 15-150****RESOLUTION**

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

*WHEREAS, Lance Riggio has been a very active member of the Kingwood Township community and has served with distinction on the Kingwood Township Board of Education from April 2008 through December 2014; and*

*WHEREAS, Lance Riggio has exhibited the highest standards while serving as a member of the Education Committee, Communications Committee, Finance Committee, Operations Committee, and Personnel Committee; and*

*WHEREAS, Lance Riggio served as chair of the Education and Communications Committees and has exercised outstanding leadership and communication skills to members of the Kingwood community, specifically during the many financial and educational changes that have taken place in the District over the last six years and eight months; and*

*WHEREAS, Lance Riggio served as a member of the Negotiations Committee and gave unselfishly of his 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, Lance Riggio served as a representative for the Kingwood Township Education Foundation, the Kingwood Township PTA and the Hunterdon County ESC; and*

*WHEREAS, Lance Riggio gave unselfishly of his time, experience, and knowledge to provide all Kingwood Township School students with an outstanding educational experience;*

*NOW, THEREFORE, BE IT RESOLVED that the Kingwood Township Board of Education expresses its sincere and grateful appreciation to Lance Riggio for his 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 Lance Riggio and spread upon the minutes of the December 16, 2014 meeting of the Kingwood Township Board of Education.

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

2014-2015 District Goals

- Maintain the board's focus on student achievement as its highest priority
- Continue to broaden our outreach to the community
- Successfully negotiate a contract with the Kingwood Township Education Association
- Continue to work as a cohesive board while maintaining our committees

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

Dr. Falkenstein discussed the following informational items:

- Student Enrollment
- Monthly Staff Reports
- KTS-PTA Stuff Ur Face 5k
- Senior Citizen Breakfast – Thank You to Ms. Leap & Mrs. Mizin
- Eighth Grade Placement Tests for the High School
- Congratulations to the 4<sup>th</sup> Grade class – Finalist on NJ 101.5 Christmas Choir Contest. Thank You to Mrs. Niedziejko and Mr. White
- Winter Concert
- Meetings Attended

**Action 15-151**

**RESOLUTION**

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

**WHEREAS**, the Kingwood Township Board of Education submitted merit pay criteria for the 2014-2015 school year for Dr. Rick Falkenstein to the Hunterdon County Executive Superintendent for review; and

**WHEREAS**, the Hunterdon County Executive Superintendent approved the merit pay criteria for Dr. Rick Falkenstein; and

**NOW, THEREFORE**, be it resolved that the Kingwood Township Board of Education hereby certifies that the attached quantitative criteria that was submitted and approved by the Hunterdon County Executive Superintendent has been satisfactorily completed by Dr. Rick Falkenstein, and

*BE IT FURTHER RESOLVED, that Dr. Rick Falkenstein is entitled to, and shall receive, merit pay in the amount of \$4,495.50; and*

*BE IT FURTHER RESOLVED, that the Kingwood Township Board of Education shall submit the within Resolution to the Hunterdon County Executive Superintendent for review and approval prior to payment being made to Dr. Rick Falkenstein.*

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

2014-2015 District Goals

- **Continue to Improve Student Achievement:**
  - Refine and assess literacy initiatives for the upcoming year and expand the Writers and Readers Workshop to grades 5 through 8.
  - Prepare our students to transition to the PARCC
  - Utilize Study Island to help benchmark our students
- **Continue to Enhance Community Relations:**
  - Utilize the information from the surveys to identify strengths and weaknesses and then develop a plan of action for improvement
- **Continue to Maintain and Improve Facilities:**
  - Develop a plan of action to address the school parking lot

EDUCATION COMMITTEE

Action 15-152

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following 2014-2015 Field Trips:*

*Adventure Aquarium – Camden, NJ – Kindergarten  
Sky Manor – Alexandria Township, NJ – 6<sup>th</sup> Grade*

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

Action 15-153

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following 2014-2015 fundraiser.s:*

*Sell Snack items at the Kingwood Basketball Games – Student Council*

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

**Action 15-154****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached Revised 2014-2015 School Calendar. Moved by L. Riggio, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 15-155****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves student teacher, Jessica Moustakas, from The College of New Jersey, to work with Mrs. Simon Moss. Moved by L. Riggio, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**PERSONNEL COMMITTEE****Action 15-156****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following 2014-2015 Substitute, pending satisfactory criminal history review, as recommended by the Chief School Administrator:*

*Kristen Daley – Teacher/Instructional Aide*

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

**Action 15-157****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 L. Riggio, seconded by D. Herbel. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 15-158****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves to revise the resignation date for Jennifer Leap, Guidance Counselor, from December 31, 2014 to December 12, 2014. Moved by L. Riggio, seconded by D. Herbel. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 15-159****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached Job Description for a Computer Technician and assign a new Position Control Number SPT-EL-TECH-NA-1. Moved by L. Riggio, seconded by D. Herbel. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 15-160****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves as an emergent hire, Yaqoob Yousafzai, PCN #SPT-EL-TECH-NA-1, effective December 17, 2014 through June 30, 2015, as per the attached employment contract, at an annual salary of \$45,000.00 - pro-rated to the start date, pending criminal history review, as recommended by the Chief School Administrator. Moved by L. Riggio, seconded by D. Herbel. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**OPERATIONS COMMITTEE****Action 15-161****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the submittal of Project #2450-050-15-1000, Backup Potable Well, to the New Jersey Department of Education as an "Other Capital Projects" as defined by N.J.A.C. 6A-26; and that the five year Long Range Facility Plan be amended, as necessary, to incorporate this project; and that the District understands at this time there is no ROD Grant Funding from the State available for this Project. Moved by L. Riggio, seconded by P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 15-162****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the submittal of Project #2450-050-15-2000, Parking Lot Improvements to the New Jersey Department of Education as an "Other Capital Projects" as defined by N.J.A.C. 6A-26; and that the five year Long Range Facility Plan be amended, as necessary, to incorporate this project; and that the District understands at this time there is no ROD Grant Funding from the State available for this Project. Moved by L. Riggio, seconded by P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.*

**Action 15-163****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following Change Orders for curbing work performed by Roof Management, Inc. on behalf of Echelon Services:*

*Roof Management, Inc. - \$3,910.00  
Echelon HVAC - (\$3,910.00)*

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

**POLICY COMMITTEE****Action 15-164****RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the second reading of the following Policies & Regulations:*

- #3283 *Electronic Communications Between Teaching Staff Members and Students*
- #4283 *Electronic Communications Between Support Staff Members and Students*
- #5305 *Health Services*
- #5308 *Student Health Records*
- #5310 *Health Services*
- #5339 *Screening for Dyslexia*
- #5530 *Substance Abuse*
- #R 5308 *Student Health Records*
- #R5310 *Health Services*
- #R8462 *Reporting Potentially Missing or Abused Children*

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

**Action 15-165**

**RESOLUTION**

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

- #3240 *Professional Development for Teachers and School Leaders*
- #5756 *Transgender Students*

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

**FINANCE COMMITTEE**

**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 – No Update

**NEW BUSINESS** - None

**OLD BUSINESS**

Mr. DePinto discussed the meeting on consolidation/regionalization with the Board Presidents, Chief School Administrators within the Delaware Valley Region and the Executive County



Superintendent. He stated that Kingwood Township was not looking to pay for a regionalization study.

**RECOGNITION  
OF THE PUBLIC:**

Mrs. Drake commented on the winter concert and the Board's decision not to do a regionalization study.

**Action 15-166**

**RESOLUTION**

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

Respectfully Submitted,



Bobbie Beriont  
School Business Administrator/Board Secretary

Minutes prepared 12/17/14  
Minutes remain unofficial until Board approval.

Approved:

  
Board President