

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting Minutes - December 17, 2019 7:30 p.m.

TIME AND PLACE: The regular meeting of the Board of Education was held on December 17, 2019 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, P. L. 1975, the Kingwood Township Board of Education has provided adequate notice of the date, time, and location of the meeting. A copy has been filed with the Kingwood Township Clerk and published in the *Hunterdon Democrat*, on January 10, 2019.

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

Pledge of Allegiance.

ROLL CALL:

| | | |
|-----------------|-----------------|--------------------|
| PRESENT: | Paymon Jelvani | Sara Daly-Padron |
| | Kevin Bloom | Russell Pitzner |
| | Michael DeSapio | Donna Ray |
| | Donna Herbel | Shannon Sklodowsky |
| | Jill Lonergan | |

ABSENT:

DISTRICT ADMINISTRATORS

PRESENT: Rick Falkenstein, Superintendent (arrived at 7:50 p.m.)
Michele McCann, RSBA, SFO Business Administrator/Board Secretary

Paymon Jelvani dedicated the meeting to **Bobbie Beriont**, the prior Kingwood Township School Business Administrator/Board Secretary. It was an honor to work with her.

PUBLIC: Delaware Valley Regional High School Presentation, Mrs. Olcott, and Brian Walsh, Alexandria resident; and Mr. Chadwick, new board member.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY – M. McCann

1. Informational Items:

- January 2, 2020 Board Re-Organization Meeting - 7:30 p.m.
- Delaware Valley Regional High School Presentation on a program proposal by the Path Program at a cost of \$10,000 for two programs for the 7/8th graders of the ending schools and the high school students of Delaware Valley Regional High School

Action 19-401

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following meeting minutes:

November 19, 2019 - Regular Meeting
 November 19, 2019 - Executive Session Meeting

Moved by S. Sklodowsky, seconded by M. DeSapio, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 19-402

RESOLUTION

BE IT RESOLVED that the Board of Education approves the November 2019 Payroll, FICA and DCRP as follows:

| | |
|--------------------------------|--------------|
| November 2019 Net Payroll | \$237,206.68 |
| November 2019 Agency | \$147,140.23 |
| November 2019 Board Share FICA | \$6,451.22 |
| November 2019 State Share FICA | \$20,227.22 |
| November 2019 Board Share DCRP | \$841.30 |
| Total Payroll November 2019 | \$411,830.65 |

Moved by S. Sklodowsky, seconded by M. DeSapio, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 19-403

RESOLUTION

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

| | |
|-------------------|--------------|
| November 30, 2019 | \$130,568.66 |
| December 17, 2019 | \$69,987.91 |

Moved by S. Sklodowsky, seconded by M. DeSapio, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 19-404

RESOLUTION

BE IT RESOLVED that the Board of Education approves the November 2019 line-item appropriation transfers as per the attached report.

Moved by S. Sklodowsky, seconded by M. DeSapio, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 19-405

RESOLUTION

BE IT RESOLVED that the Board of Education approves the Board Secretary and Treasurer's Report:

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 Superintendent 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 2019; 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 S. Sklodowsky, seconded by M. DeSapio, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

SUPERINDENT'S REPORT - R. Falkenstein

- Annual Thanksgiving Run
- Student Council Senior Breakfast
- Eighth Grade trips to Delaware Regional High School
- Choice Student Seats filled for 2020-2021

Action 19-406

RESOLUTION

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

WHEREAS, Michael DeSapio has been a very active member of the Kingwood Township community and has served with distinction on the Kingwood Township Board of Education from January 2013 through December 2019; and

WHEREAS, Michael DeSapio has exhibited the highest standards while serving as a member of the Operations Committee and Policy Committee; and as a board representative for New Jersey School Boards Association Delegate Assembly; and

WHEREAS, Michael DeSapio has served as Chairperson of the Policy Committee, has exercised outstanding leadership, communication and shared his relevant background and law degree and experience to members of the Kingwood community, specifically during the many operational and educational changes that have taken place in the District over the last six years; and

WHEREAS, Michael DeSapio 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 Michael DeSapio, for his exceptional service and dedication to the children of Kingwood Township.

Moved by S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

EDUCATION COMMITTEE

Action 19-407

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following fundraisers for the 2019 - 2020 school year as recommended by the Superintendent:

| GROUP | ITEM | PURPOSE |
|-----------------|-------------|----------------------------|
| Student Council | Paint Night | Emmanuel Cancer Foundation |
| Student Council | Game Night | Student Council Supplies |
| Student Council | Movie Night | Senior Breakfast 2020 |
| Student Council | PJ Day | Six Flags |

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 19-408

RESOLUTION

BE IT RESOLVED that the Board of Education approves the Health and Safety Evaluation of School Buildings Checklist and Statement of Assurance, as recommended by the Superintendent.

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 19-409

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following field trips for the 2019-2020 school year, as recommended by the Superintendent.

| Description | Location | Grade/Section/Group |
|-----------------------------|-----------------------------|-----------------------|
| DaVinci Science Center | Allentown, PA | 3 rd Grade |
| Mayo Performing Arts Center | Morristown, NJ | 4 th Grade |
| Shawnee Mountain | Shawnee on the Delaware, PA | Ski Club |

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 19-410

RESOLUTION

BE IT RESOLVED that the Board of Education approves two (2) unfunded students, one (1) second grader and one (1) eighth grader, for the 2019-2020 school year, as recommended by the Superintendent.

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-411 RESOLUTION

BE IT RESOLVED that the Board of Education approves one (1) unfunded third grader, for the 2020-2021 school year, as recommended by the Superintendent.

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-412 RESOLUTION

BE IT RESOLVED that the Board of Education approves Vanderhoof Transportation Co. Inc. as the coach bussing company to provide transportation to ski club students at the cost of \$845.00 per trip, student paid, as recommended by the Superintendent.

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

PERSONNEL COMMITTEE

Action 19-413 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 M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-414 RESOLUTION

BE IT RESOLVED that the Board of Education approves to offer employment to Jennifer Petronzi, Part-Time, Guidance Counselor, CST-EL-COUN-NA-1, (.6 position) for the 2019-2020 school year, effective January 1, 2020 through, June 30, 2020, at Step 2 MA+15, at a pro-rated annual salary of \$35,504.00, pending satisfactory criminal history review, as recommended by the Superintendent.

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-415

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following substitute for the 2019 - 2020 school year, pending satisfactory criminal history review, as recommended by the Chief School Administrator.

| Employee | Position |
|-----------------|-----------------|
| Tyler Malina | Sub Custodian |

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-416

RESOLUTION

BE IT RESOLVED that the Board of Education approves Sara Alpaugh, for NJSLA ELA and Math analysis, for 10 hours at the contractual rate of \$45.00 per hour, not to exceed \$450.00, as recommended by the Superintendent.

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-417

RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with gratitude, the \$200 donation from Milford-Frenchtown VFW, as recommended by the Superintendent.

Moved by M. DeSapio, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

OPERATIONS COMMITTEE

Action 19-418

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the attached June 30, 2019 Comprehensive Equity Annual Financial Report (CAFR) with no audit recommendations, and to acknowledge that the Kingwood Township Board of Education has reviewed the 2018-2019 audit report as required by N.J.S.A. 18A:23-5.

Note: Copies of the Synopsis of the Audit were made available to the members of the public.

Moved by M. DeSapio, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-419

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached Corrective Action Plan for the June 30, 2019 Comprehensive Annual Financial Report (CAFR), with no audit

recommendations.

Moved by M. DeSapio, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-420

RESOLUTION

BE IT RESOLVED that the Board of Education approves the lease agreement for a postage meter machine between Pitney Bowes and the Kingwood Township Board of Education, at a cost not to exceed \$3,576.00 over a five (5) year period.

Moved by M. DeSapio, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-421

RESOLUTION

BE IT RESOLVED that the Board of Education approves the transfer of \$100,669.00 from surplus and increase line 11-190-100-610-008 \$50,669.00; 11-190-100-610-000 \$10,000.00; 11-190-100-340-008 \$10,000, and 11-000-262-340- \$30,000.00 in the 2019-2020 Budget for the 2018-2019 Extraordinary Aid received in September 2019.

Moved by M. DeSapio, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-422

RESOLUTION

BE IT RESOLVED that the Board of Education approves the contract with R & L Payroll, for tax reporting services, through June 30, 2020.

Moved by M. DeSapio, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

Action 19-423

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached fixed asset as surplus property with no value and authorize the Business Administrator to dispose of the property pursuant to N.J.S.A.18A:18A-45, as recommended by the Superintendent.

Moved by M. DeSapio, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays,0.

POLICY COMMITTEE

Action 19-424

RESOLUTION

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

| POLICY/ REGULATION: | POLICY/REGULATION DETAIL: |
|--------------------------------|--|
| 3159 | TEACHING STAFF MEMBER SCHOOL DISTRICT REPORTING RESPONSIBILITIES |
| 5613 | REMOVAL OF STUDENTS FOR ASSAULTS WITH WEAPON OFFENSES |
| 8461 | REPORTING VIOLENCE, VANDALISM, HARRASSMENT, INTIMIDATION, BULLYING, ALCOHOL, AND OTHER DRUG OFFENSESES |
| R 2460.8 | SPECIAL EDUCATION FREE AND APPROPRIATE PUBLIC EDUCATION |
| R 5613 | REMOVAL OF STUDENTS FOR ASSAULTS WITH WEAPON OFFENSES |
| R 8461 | REPORTING VIOLENCE, VANDALISM, HARRASSMENT, INTIMIDATION, BULLYING, ALCOHOL, AND OTHER DRUG OFFENSESES |

Moved by M. DeSapio, seconded by R. Pitzner, 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.
- NJ School Boards Association - No update.
- Hunterdon County ESC - Update.
- KTS PTA - Update.
- KTEA - No Update.
- AD-Hoc - No Update.

NEW BUSINESS - Board Summit will be positive, John Comengo will run the meeting to be advertised for all school boards.

OLD BUSINESS - None

RECOGNITION OF PUBLIC:

Action 19-425

RESOLUTION

BE IT RESOLVED that the Board of Education entered into executive session at 9:04 p.m.

Moved by K. Bloom, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows

ayes, 9; nays, 0.

Action 19-426

RESOLUTION

BE IT RESOLVED that the Board of Education exited executive session at 9:04 p.m.

Moved by R. Pitzner, seconded by S. Sklodowsky, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 19-427

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the regular meeting at 9:05 p.m.

Moved by P. Jelvani, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Respectfully Submitted,



Michele McCann

School Business Administrator/Board Secretary

Minutes remain unofficial until Board Approval on January 21, 2020

Approved:

