

**KINGWOOD TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING MINUTES OF FEBRUARY 28, 2017**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on February 28, 2017 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 6, 2016.

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

Pledge of Allegiance.

**PRESENT:**

Joseph DePinto, President	Jill Lonergan
Kevin Bloom, Vice President	Russell Pitzner
Donna Herbel	Shannon Sklodowsky
Paymon Jelvani	

**ABSENT:** Michael DeSapio and Kimberly Malina

**DISTRICT ADMINISTRATORS**

**PRESENT:** Rick Falkenstein, Chief School Administrator  
Michele McCann, Business Administrator/Board Secretary

**RECOGNITION OF THE PUBLIC:**

Mrs. Hyland, Ms. Pinkerton, members of the Green Team: Mrs. Alpaugh, Mrs. Brooks, Mrs. Clough, and Mrs. Emmons.

**SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY – M. McCann**

- Financial and Personal Disclosure Forms
- NJSIG Safety Award 2016
- Merger announcement BKC
- NJSBA Technology Conference March 2, 2017

- NJSPPRA Tech Topics: Social Media Update and Dos and Don'ts Survey – March 9, 2017
- NJSBA Analyzing and Constructing Salary Guides- March 18, 2017 or March 31, 2017
- 2017-2018 Budget Discussion
- Code of Ethics for School Board Members
- 2018 School Election Nominating Petition filing deadline July 31, 2017

**Action 17-320**

**RESOLUTION**

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

January 24, 2017 – Regular Meeting Minutes

*Moved by P. Jelvani, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows with all in favor.*

**Action 17-321**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the January 2017 Payroll, FICA and DCRP as follows:*

January 2017 Net Payroll	\$218,807.69
January 2017 Agency	\$138,643.63
January 2017 Board Share FICA	\$6,889.51
January 2017 State Share FICA	\$18,824.08
January 2017 Board Share DCRP	\$301.38
<b>TOTAL PAYROLL JANUARY 2017</b>	<b><u>\$383,466.29</u></b>

*Moved by S. Sklodowsky, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-322**

**RESOLUTION**

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

February 2017 General Fund .....\$214,172.24

*Moved by S. Sklodowsky, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-323**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the January 2017 line-item appropriation transfers as per the attached report.*

Moved by S. Sklodowsky, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**Action 17-324**

**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 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 January 2017; 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 S. Sklodowsky, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**Action 17-325**

**RESOLUTION**

BE IT RESOLVED that the Board of Education approves transferring \$72,767 from surplus and increase line 11-190-100-610 in the 2016-2017 Budget for the 2015-2016 Extraordinary Aid.

Moved by S. Sklodowsky, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**Action 17-326**

**RESOLUTION**

BE IT RESOLVED that the Board of Education approves transferring \$1,125 from surplus and increase line 11-000-270-513-200 in the 2016-2017 Budget for the 2015-2016 Non Public Aid.

Moved by S. Sklodowsky, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**2016-2017 Kingwood Township Board of Education Goals:**

- **Maintain the board's focus on student achievement as its highest priority**
- **Oversee the aforementioned student achievement goals**

- **Develop a budget that does not impact programs and maximizes resources**
- **Continue to work as a cohesive board while maintaining our committees**
  - Utilize the self-evaluations to ensure we continue to operate effectively
- **Continue with board committee structure; finance, personnel, education, communications, policy and operations**

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

- Update on opportunity to speak on early education for PBS about the high quality programs KTS offers
- Programs that staff participate in outside of the normal scope of work that make KTS special and unique (Sustainable Jersey).

**Action 17-327**

**RESOLUTION**

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

***WHEREAS**—The Kingwood Township Board of Education participated in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that lead to Sustainable Jersey for Schools Certification Bronze level;*

***WHEREAS**—The Kingwood Township Board of Education and District Superintendent seek to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions;*

***WHEREAS**—Extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places;*

***WHEREAS**—Many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment;*

***WHEREAS**—Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children;*

**WHEREAS**—The Kingwood Township Board of Education committed to the achievement of 165 “green points” towards the certification of bronze from the guidance of Sustainable Jersey for Schools;

**WHEREAS**—The Kingwood Township Board of Education implemented the priority actions as well as completed actions in six of the categories by documenting the changes made to achieve this standard;

**NOW THEREFORE BE IT RESOLVED**, that Kingwood Township Board of Education acknowledges the “Green Team” achievement of the Bronze award and recognizes their achievement on behalf of the district.

Moved by, K. Bloom seconded by D. Herbel, on roll call vote, resolution was **ADOPTED** as follows ayes, 7; nays, 0.

**2016-2017 District Goals:**

- **Continue to improve student achievement:**
  - Develop and Implement New Science Standards
  - Expand Middle School Fountas and Pinnell reading levels
  - Conscious Discipline Building improve social emotional well being
- **Continue to enhance community relations:**
  - Continue with public relations in social media
  - Identify innovative programs to promote the district
- **Continue to Maintain and Improve Facilities:**
  - New windows will be installed in D wing
  - Complete bathroom and gym renovations

**EDUCATION COMMITTEE**

**Action 17-328**

**RESOLUTION**

*BE IT RESOLVED* that the Board of Education approves the following field trips for the 2016-2017 school year:

RVCC, Branchburg, NJ - Grade 1  
Red Mill Museum, Clinton, NJ - Grade 1  
Alexandria Field Airport, Pittstown NJ – Grade 6

Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was **ADOPTED** as follows ayes, 7; nays, 0.

**Action 17-329**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following fundraisers for the 2016-2017 school year:*

Gertrude Hawk Candy Sale – Band & Chorus  
Shamrock Shootout Admission Cost – Student Council

*Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-330**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Shannon Ayers, Consultant, to provide Professional Development Services for Literacy at an amount not to exceed \$1,400.00, as recommended by the Chief School Administrator.*

*Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-331**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Suzanne Dailey, Consultant, to provide Professional Development Services for Literacy at an amount not to exceed \$1,500.00 as recommended by the Chief School Administrator.*

*Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-332**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the attached 2017-2018 School Calendar.*

*Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-333**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves Matheny Medical and Educational Center, Peapack, NJ to complete evaluations and reports on an as needed basis for the 2016-2017 school year at a rate of \$500.00 per evaluation. Mileage, additional follow up, and consultations will be billed separately at an amount not to exceed \$5,000.00 as recommended by the Chief School Administrator.*

Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**PERSONNEL COMMITTEE**

**Action 17-334**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves, Aileen Naples, Teacher, TCH-EL-ENRI-FL-2/TCH-EL-HLTH-FL-1, movement across the guide effective September 1, 2017 from BA to BA+15, as recommended by the Chief School Administrator.*

Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**Action 17-335**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education accepts the resignation of Kerri Svec, LDTC, CST-EL-LDC-NA-1, effective June 30, 2017, as recommended by the Chief School Administrator.*

Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**Action 17-336**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following Substitutes for the 2016-2017 school year, pending satisfactory criminal history review, as recommended by the Chief School Administrator:*

Heather Jenkins - Teacher/Aide  
Tammie Marie Grimm - Teacher/Aide  
Dylan Raike – Custodian

Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**Action 17-337**

**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, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

**OPERATIONS COMMITTEE**

**Action 17-338**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves a lawn cutting agreement with Pat's Lawn Care for \$265.00 per cut, for the calendar year 2017.*

*Moved by, J. Lonergan, seconded by P. Jelvani, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-339**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the Kingwood Township Park to be procured as the practice site for the boys' baseball team, including transportation costs.*

*Moved by, J. Lonergan, seconded by P. Jelvani, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-340**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves all home boys' baseball games at the away team's field, including transportation costs.*

*Moved by, J. Lonergan, seconded by P. Jelvani, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**POLICY COMMITTEE**

**Action 17-341**

**RESOLUTION**

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

#5112 – Entrance Age

*Moved by, S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**STANDING COMMITTEE REPORTS**

- Hunterdon County School Boards – No Update.
- NJ School Boards Association – No Update.
- Hunterdon County ESC – Update on Meeting.



- KTS PTA – Update on Meeting.
- KTEA - Update on Meeting.

**NEW BUSINESS** – No Update

**OLD BUSINESS** - No Update

**RECOGNITION OF THE PUBLIC** - Mrs. Hyland and Ms. Pinkerton were present and questioned the parent gifts from the PTA.

**Action 17-342**                      **RESOLUTION**

*BE IT RESOLVED that the Board of Education moved into Executive Session at 8:15 p.m. and plans to reconvene the public meeting shortly after discussing the status of negotiations.*

*Moved by P. Jelvani, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0*

**Action 17-343**                      **RESOLUTION**

*BE IT RESOLVED that the Board of Education exited Executive Session at 8:35 p.m.*

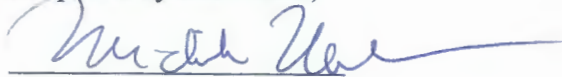
*Moved by P. Jelvani, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

**Action 17-344**                      **RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 8:36 p.m.*

*Moved by S. Sklodowsky, seconded by J. Lonergan, on roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.*

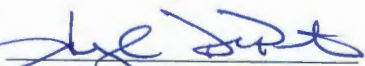
Respectfully Submitted,



Michele McCann  
School Business Administrator/Board Secretary

Minutes remain unofficial until Board Approval on March 7, 2017

Approved:

  
Board President