

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
PRELIMINARY BUDGET MEETING
March 23, 2021 7:30 p.m.**

TIME AND PLACE: The preliminary budget meeting of the Board of Education was held on March 23, 2021 by the Board of Education of the Kingwood Township School District, Hunterdon County, virtually from the Kingwood Township School, 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 August 28, 2020

CALL TO ORDER: The meeting was called to order by Board President, Paymon Jelvani at 7:40 p.m.

Pledge of Allegiance.

ROLL CALL:

PRESENT:	Paymon Jelvani	Russell Pitzner
	Kevin Bloom	Geoff Vitale
	Brandon Chadwick	Andrew Russano
	Donna Herbel	Shannon Sklodowsky
	Sara Daly-Padron	Nicole Kempf

ABSENT: None

DISTRICT ADMINISTRATORS

PRESENT: Rick Falkenstein, Superintendent
Michele McCann, Business Administrator/Board Secretary

PUBLIC: Recognition of the Public - Family of Sal DeSapio, Recognition; Mr. Russano, Township Resident; Nancy Maramorato and Aileen Naples, Teachers; and Mrs. Drake, Parent.

Action 21-051

RESOLUTION

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

WHEREAS, Sal DeSapio has served the community of Kingwood Township as the local historian for over twenty years; and

WHEREAS, Sal DeSapio celebrated the history of our community to preserve the past and

ensure that our rich heritage would not be forgotten, providing our students with a live interactive experience of Kingwood's history supporting both academic and social/emotional development; and

WHEREAS, Sal DeSapio was an integral member of the 125h Anniversary that celebrated this community's history to intentionally preserve the traditions of our founders, and serve as a reminder of the importance of our roots; and

WHEREAS, Sal DeSapio generously gave of his time and talent to our community; and

WHEREAS, Sal DeSapio will be missed by the community of Kingwood, and left a mark on Kingwood Township, which will long be gratefully remembered; and

NOW, THEREFORE, BE IT RESOLVED that the Kingwood Township Board of Education is dedicating the Yesteryear Wall to Sal DeSapio as an expression of its sincere and deep appreciation to Sal DeSapio for his many years of exceptional service and dedication to the community of Kingwood Township; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be presented to the DeSapio Family and spread upon the minutes of the March 23, 2021 meeting of the Kingwood Township Board of Education.

Moved by R. Pitzner, seconded by, S. Sklodowsky, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Mrs. DeSapio thanked the board and spoke of Sal's work as a labor of love for the Township.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY - M. McCann

- Online Personal/Relative Disclosures & Financial Statements pending
- Board Member Training
- Kingwood Township - Snow Removal

Action 21-052

RESOLUTION

BE IT RESOLVED that the Board of Education approves the addendum items for operations and the increase in the bill list.

Moved by S. Sklodowsky, seconded by, R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-053

RESOLUTION

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

February 23, 2021 - Regular Meeting

February 23, 2021 - Executive Session Meeting
March 9, 2021 - Preliminary Budget Meeting

Moved by S. Sklodowsky, seconded by, R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-054

RESOLUTION

BE IT RESOLVED that the Board of Education approves the February 2021 Payroll, FICA and DCRP as follows:

February 2021 Net Payroll	\$226,050.78
February 2021 Agency	\$148,442.75
February 2021 Board Share FICA	\$4,616.64
February 2021 State Share FICA	\$22,132.80
February 2021 Board Share DCRP	\$383.46
Total Payroll February 2021	\$401,626.43

Moved by S. Sklodowsky, seconded by, R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0

Action 21-055

RESOLUTION

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

February 17, 2021 - March 23, 2021 General Fund	\$233,839.67
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Moved by K. Bloom, seconded by, S. Sklodowsky, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-056

RESOLUTION

BE IT RESOLVED that the Board of Education approves the February 2021 line-item appropriation transfers as per the attached report.

Moved by K. Bloom, seconded by, S. Sklodowsky, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-057

RESOLUTION

BE IT RESOLVED that the Board of Education approves the Board Secretary and Cash Reconciler's reports:

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 Cash Reconciler's for the month(s) of September and October 2020 and February 2021; 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, S. Sklodowsky, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

SUPERINTENDENT'S REPORT - R. Falkenstein

- Teacher vaccination opportunity March 25, 2021
- Picture Day was open to in person and remote learners
- Final rounds of staff observations occurring
- Peer Leaders - kindness chains
- Current increase in special education cases
- Playground is open
- New Jersey Quality Single Accountability Continuum (QSAC) is next year

COMMITTEE REPORTS

EDUCATION COMMITTEE

Action 21-058

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached contract for administrative Professional Development Services with Brooke Arthur, in the amount of \$5,500.00, for the 2020-2021 school year, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-059

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached contract with the YMCA Before and After School Program for the 2021-2022 school year, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-060

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached 2021 - 2022 Business Shared Services agreement between Milford Board of Education and Kingwood Township Board of Education at an annual cost of \$42,000.00, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-061

RESOLUTION

BE IT RESOLVED that the Board of Education approves Hunterdon County Educational Services Commission for three Psychological Evaluations not to exceed \$1,275.00, for the 2020-2021 school year, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-062

RESOLUTION

BE IT RESOLVED that the Board of Education approves the reduced activity fee for sports and extracurricular fees due to the pandemic, for the 2020-2021 school year only, at the rates listed below, as recommended by the Superintendent.

Activity	Reduced Rate
Sports	\$25
Extracurricular	\$15
Stem Club	\$30

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-063

RESOLUTION

BE IT RESOLVED that the Board of Education approves Lianna Lazur, as the Drama Club Advisor for the 2020-2021 school year, at the contractual rate \$2,802.00, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-064

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached contract for Professional Development Services with Lindsey Gibson, Psy D. PLLC, in the amount of \$1,500, for the 2020-2021 school year, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-065

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 7th Grade trip to Fairview Lake YMCA Camp & Conference Center, October 7, 2021, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-066

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 8th Grade trip to Fairview Lake YMCA Camp & Conference Center, September 30, 2021, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-067

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached contract with Midland School, for a student placement dependent on IEP approval, at \$378.00 per day, not to exceed \$19,656.00, effective April 6, 2021- June 30, 2021, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-068

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached contract with Midland School, for extraordinary services, dependent on IEP approval, at \$155.00 per a day, not to exceed \$8,060.00, effective April 6, 2021- June 30, 2021, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-069

RESOLUTION

BE IT RESOLVED that the Board of Education terminates the contract with Matheny School, effective March 26, 2021, dependent on IEP approval, as recommended by the Superintendent.

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

PERSONNEL COMMITTEE

Action 21-070

RESOLUTION

BE IT RESOLVED that the Board of Education approves the travel and expense reimbursement as listed on the attached Board of Education Approval of Travel and Related Expense Reimbursement Forms and Workshop Reimbursement Forms.

Moved by A. Russano, seconded by, D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-071

RESOLUTION

BE IT RESOLVED that the Board of Education approves Ian White, Teacher, TCH-MS-MUSIC-FL-1, for the following graduate course for the 2021-2022 school year, as per the negotiated agreement, as recommended by the Superintendent.

School	Course	Cost:	Semester
University of the Arts, Philadelphia, PA	Jr. / Sr. High band Literature	\$1,110.00	Summer 2021

Moved by A. Russano, seconded by, D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-072

RESOLUTION

BE IT RESOLVED that the Board of Education approves the maternity leave for Amy Williams, TCH-EL-TCHR-KD-1, Teacher, effective September 1, 2021 through November 19, 2021, utilizing the following, as recommended by the Superintendent:

Leave:	Dates:	Days/Weeks
FLMA	09/01/2021 - 11/19/2021	12 weeks
NJFLA	09/01/2021 - 11/19/2021	12 weeks

Moved by A. Russano, seconded by, D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

OPERATIONS COMMITTEE

Action 21-073

RESOLUTION

BE IT RESOLVED that the Board of Education declares 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 A. Russano, seconded by, D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-074

RESOLUTION

BE IT RESOLVED that the Board of Education approves Prestige Lawn Care, LLC to provide lawn mowing services for the district property for the 2021 calendar year, on an as needed basis, at the cost of \$300.00 per cut.

Moved by A. Russano, seconded by, D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

POLICY/COMMUNICATIONS COMMITTEE

Action 21-075

RESOLUTION

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

Policy Number/Regulation Number	Title
0145	BOARD MEMBER RESIGNATION AND REMOVAL
0164.6	REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY
1648.02	REMOTE LEARNING OPTIONS FOR FAMILIES

Moved by A. Russano, seconded by, D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

Action 21-076

RESOLUTION

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

Policy Number/Regulation Number	Title
2431	ATHLETIC COMPETITION
R 2431.1	EMERGENCY PROCEDURES FOR SPORTS AND OTHER ATHLETIC ACTIVITY
7450	PROPERTY INVENTORY
8420	EMERGENCY AND CRISIS

Moved by A. Russano, seconded by, D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

FINANCE COMMITTEE

Action 21-077

RESOLUTION

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

COOPERATIVE PRICING SYSTEM AGREEMENT

NJSBA ACES CPS #E8801

This Agreement, made and entered into this 23 day of March, 2021, by and between the New Jersey School Boards Association on behalf of the NJSBA Cooperative Pricing System and (insert name of participants) and other local district boards of education located in the State of New Jersey who may in the future choose to participate in the ACES (NJSBA) Cooperative Pricing System.

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-4.1a, authorizes district boards of education to competitively contract for the procurement of proprietary computer software and services; and

- a. *WHEREAS, the New Jersey School Boards' Association (NJSBA), N.J.S.A. 18A:6-45 et. seq., on behalf of its membership has competitively contracted to procure on an aggregated basis digital and electronic products and services, E Rate Consulting and Processing Services, and other technology products and programs to enhance Members readiness for Future Ready Schools, as well as energy aggregation services, supplies and materials, time and materials; and such other services and products as two or more participating local boards in the system agree can be purchased on a cooperative basis; and*
- b. *WHEREAS, N.J.S.A. 18A:18A-11 specifically authorizes two or more local district boards of education (hereinafter referred to as local boards) to enter into a Cooperative Pricing Agreement for the purchase of work, materials, and supplies; and*

- c. *WHEREAS, NJSBA is conducting a voluntary Cooperative Pricing System within the State of New Jersey, utilizing the administrative purchasing services and facilities of NJSBA; and*
- d. *WHEREAS, this Cooperative Pricing Agreement (hereinafter referred to as the Agreement) is to effect substantial economies in the purchase of energy and technology products and services for local boards across this State; and*
- e. *WHEREAS, all parties to this Agreement have approved this Agreement by resolution, in accordance with N.J.S.A. 18A:18A-1 et. seq. and regulations promulgated thereunder; and*
- f. *WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;*
- g. *NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms, and conditions hereinafter set forth, it is mutually agreed as follows:*
 - 1. *The products and services to be priced cooperatively may include, on an aggregated basis or not, digital and electronic products and services, E-Rate Consulting and Processing Services, and other technology products and programs to enhance Members readiness for Future Ready Schools-NJ, as well as energy aggregation services, supplies and materials, time and materials; and such other services and products as two or more participating local boards in the system agree can be purchased on a cooperative basis.*
 - 2. *The services and classes of services which may be designated by the participating local boards hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.*
 - 3. *The NJSBA, on behalf of all participating contracting units, shall, upon approval of the System's registration and upon the anniversary of the system's registration publish a legal ad in such format as required by N.J.A.C. 5:34-7.12 in a newspaper normally used for such purposes by it, to include such information as:*
 - a. *NJSBA's full name and the fact that it may be soliciting competitive bids or informal quotations; and*
 - b. *NJSBA's address and telephone number; and*
 - c. *The names of the participating contracting units; and*
 - d. *The State Identification Code for the Cooperative Pricing System, and*

e. The expiration date of the Agreement.

- 4. Each of the participating local boards shall designate, in writing, to NJSBA, products and services to be purchased and indicate therein the approximate quantities desired, the location for delivery and other requirements, to permit the preparation of specifications as provided by law.*
- 5. The specifications shall be prepared and approved by NJSBA and to changes shall thereafter be made except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.*
- 6. A single advertisement for bids or the solicitation of informal quotations for the work, materials or supplies to be purchased shall be prepared by NJSBA on behalf of all of the participating local boards desiring to purchase products and services and some or all of the other services specified in this Agreement.*
- 7. NJSBA shall receive bids or quotations on behalf of all participating local boards. Following the receipt of bids, NJSBA shall review said bids and on behalf of all participating local boards, either reject all or certain of the bids or make one award to the lowest responsible bidder. This award shall result in the opportunity for individual local boards to enter into individual contracts with the successful bidder providing for the estimated aggregate quantities to be purchased during the term of the individual contracts.*
- 8. Upon determining to accept the bid provided through this Agreement, each participating local board shall:*
 - a. Certify the funds available only for its own needs ordered;*
 - b. Enter into a formal written contract directly with the successful bidder(s);*
 - c. Issue purchase orders in its own name directly to successful bidder(s) against said contract;*
 - d. Accept its own deliveries;*
 - e. Be invoiced and receive statements from the successful bidder(s);*
 - f. Make payment directly to the successful bidder(s) and*
 - g. Be individually responsible for any tax liability associated with the individual contract.*
- 9. No participating local board in the Cooperative Pricing System shall be responsible for payment for any services ordered or for performance generally*

by any other participating local board. Each participating local board shall, accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.

The provisions of paragraphs 7, 8 and 9 above shall be quoted or referenced and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracted units.

- 10. No participating local board in the Cooperative Pricing System shall issue a purchase order or issue a contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids which it has itself received.*
- 11. NJSBA reserves the right to exclude any item or service from within said system if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or practicable.*
- 12. NJSBA shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.*
- 13. This Agreement shall become effective upon signing, subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect for the duration of the Cooperative Pricing System's Registration with DCA unless any party to this Agreement shall give written notice of its intention to terminate its participation.*
- 14. Additional local boards may from time to time, execute this Agreement by means of a Rider attached hereto, which addition shall not invalidate this Agreement with respect to the other signatories. NJSBA is authorized to execute the Rider(s) on behalf of the members of the Cooperative Pricing System.*
- 15. All records and documents maintained or utilized pursuant to the terms of this Agreement shall be identified by the code number assigned to the System by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.*
- 16. This Agreement shall be binding upon and ensure to the benefit of the successors and assigns of the respective parties hereto.*

Moved by K. Bloom, seconded by, B. Chadwick, on roll call vote, resolution was ADOPTED as follows ayes, 10; nays, 0.

COMMUNICATIONS COMMITTEE

STANDING COMMITTEE REPORTS

- Hunterdon County School Boards - Update.
- NJ School Boards Association - No update.
- Hunterdon County ESC - Update
- KTS PTA - No update
- AD-Hoc - update

NEW BUSINESS - Article for Sal DeSapio submitted to Hunterdon Democrat

OLD BUSINESS -

RECOGNITION OF THE PUBLIC -

Action 21-043 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education exited the board meeting for executive session 8:50 p.m. for a legal matter*

*Moved by S. Sklodowsky, seconded by, R. Pitzner, on roll call vote, resolution was **ADOPTED** as follows ayes, 10; nays, 0.*

Action 21-044 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education resumed the regular board meeting at 9:15 p.m.*

*Moved by R. Pitzner, seconded by, K. Bloom, on roll call vote, resolution was **ADOPTED** as follows ayes, 10; nays, 0.*

Action 21-045 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education approves the merge of the Education, Communication and Policy Committees.*

*Moved by S. Sklodowsky, seconded by, R. Pitzner, on roll call vote, resolution was **ADOPTED** as follows ayes, 10; nays, 0.*

Action 21-046 **RESOLUTION**

***BE IT RESOLVED** that the Board of Education adjourned the board meeting at 9:41 p.m.*

*Moved by S. Sklodowsky, seconded by, K. Bloom, on roll call vote, resolution was **ADOPTED** as follows ayes, 10; nays, 0.*

Respectfully Submitted,



Michele McCann, RSBA, SFO
School Business Administrator/Board Secretary

Minutes remain unofficial until Board Approval on April 27, 2021

Approved:

