

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Regular Meeting Minutes -May 19, 2020 6:00 p.m.**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on May 19, 2020 by the Board of Education of the Kingwood Township School District, Hunterdon County, in 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 December 5, 2019.

**CALL TO ORDER:** The meeting was called to order by Board President, Paymon Jelvani at 6:06 p.m.

Pledge of Allegiance.

**ROLL CALL:**

**PRESENT:** Paymon Jelvani Donna Ray  
Kevin Bloom Sara Daly-Padron  
Brandon Chadwick Russell Pitzner arrived at 6:18 p.m.  
Donna Herbel Shannon Sklodowsky  
Jill Lonergan arrived at 6:32 p.m.

**ABSENT:** None

**DISTRICT ADMINISTRATORS**

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

**PUBLIC:** No Public

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

- Board Member Training
- Letter from Milford Board President
- Cancellation of School Boards Conference 2020 - on line training replaces
- Hunterdon Warren Association of School Business Officials - M. McCann
- Hunterdon Warren Association of School Administrators - R. Falkenstein

**Action 19-569**

**RESOLUTION**

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

April 28, 2020 - Public Hearing Budget on the 2020-2021/School  
Reorganization/Regular Meeting Minutes  
April 28, 2020- Executive Session Meeting Minutes

*Moved by S. Sklodowosky, seconded by S. Daly-Padron, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0*

**Action 19-570**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the April 2020 Payroll, FICA and DCRP as follows:*

April 2020 Net Payroll	\$231,442.18
April 2020 Agency	\$141,938.10
April 2020 Board Share FICA	\$6,028.12
April 2020 State Share FICA	\$20,779.16
April 2020 Board Share DCRP	\$838.38
Total Payroll April 2020	\$401,025.94

*Moved by S. Sklodowosky, seconded by S. Daly-Padron, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0*

**Action 19-571**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the April 2020 line-item appropriation transfers as per the attached report.*

*Moved by S. Sklodowosky, seconded by S. Daly-Padron, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0*

**Action 19-572**

**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 April 2020; 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. Sklodowosky, seconded by S. Daly-Padron, on roll call vote, resolution was ADOPTED as follows, ayes, 8; nays, 0.

**SUPERINTENDENT'S REPORT - R. Falkenstein**

- Planning for graduation based on current recommendations of the Governor
- Signs of graduation for each graduate
- Virtual Award Ceremony for Graduating 8<sup>th</sup> graders
- Staff is preparing to close their classroom for the year
- Technology will stay with students all summer except for the 8<sup>th</sup> grade

**EDUCATION COMMITTEE**

**PERSONNEL COMMITTEE**

**Action 19-573**

**RESOLUTION**

**BE IT RESOLVED** that the Board of Education approves the following 2020-2021 contracts for Support Personnel, as recommended by the Superintendent, (All employees have been issued a Rice Notice):

LAST NAME	FIRST NAME	POSITION	2020/2021 ANNUAL SALARY
Berg	Jennifer	CST-EL-SCHS-NA-1	\$41,929.00
Brindisi	Gale	SPT-EL-BKPR-NA-1	\$23,376.00
Carr	Eric	CUS-EL-SUPV-NA-1	\$82,726.00
Emmons	Meaghan	SPT-EL-TRNS-NA-1 SPT-EL-APAR-NA-1	\$79,531.00
Donnelly	Timothy	SPT-EL-SPEC-FL-2	\$24,437.00
Fisher	Michelle	SPT-EL-SPEC-FL-5	\$24,437.00

Freeman	Jewel	CUS-EL-CUST-NA-1	\$58,153.00
Hanson	Laura	SPT-EL-CAFT-NA-3	\$6,176.00
Kramer	Melissa	SPT-EL-TECH-NA-1 SPT-EL-SCHS-NA-1	\$71,019.00
Norgard	Shari	SPT-EL-SPEC-FL-3	\$23,214.00
Ogden	Greg	CUS-EL-CUST-NA-3	\$36,987.00
Phelps	Rosemaire	SPT-EL-CAFT-NA-2	\$6,176.00
Romeo	Tina	ATTO-SCHS-NA-1	\$41,200.00
Stevens	Thomas	CUS-EL-CUST-NA-2	\$44,455.00

*Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-574**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the following appointment for the 2020 – 2021 school year, as recommended by the Superintendent:

<b>Staff:</b>	<b>Position</b>	<b>Salary 20-21</b>
Diane Laudenbach	Treasurer	\$3,851.00

*Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-575**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the attached stipend contract for Jennifer Berg, CST Secretary, CST-EL-SCHS-NA-1, from August 27, 2020 through June 30, 2021, at a salary of \$1,500.00 as recommended by the Superintendent.

*Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-576**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the attached stipend contract for Melissa Kramer, Executive Secretary/Informational Director/Technology, SPT-EL-TECH-NA-1/SPT-EL-SCHS-NA-1, for shared services, from July 1, 2020 through June 30, 2021, at a salary of \$6,630.00 as recommended by the Superintendent.

*Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-577**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the attached stipend contract for Meaghan Emmons, Assistant to the Business Administrator/Transportation Assistant, SPT-EL-TRNS-NA-1 SPT-EL-APAR-NA-,1 for shared services, from July 1, 2020 through June 30, 2021, at a salary of \$6,630.00 as recommended by the Superintendent.

*Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-578**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the attached stipend contract for Gale Brindisi, Payroll Clerk/Bookkeeper, SPT-EL-TRNS-NA-1 SPT-EL-APAR-NA-,1 for shared services, from July 1, 2020 through June 30, 2021, at a salary of \$4,080.00 as recommended by the Superintendent.

*Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-579**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education authorizes the Superintendent to offer employment for vacancies in the name of the Board of Education, during the summer months, and present the contracts of employment at the August 2020 Board of Education meeting.

*Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-580**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education accepts with regret the deferred retirement of Rose Russano, Instructional Aide, SPT-EL-SPEC-FL4, effective June 30, 2020, as recommended by the Superintendent.

*Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-581**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves to offer employment to Christine Bollwage, TCH-EL-SPEC- FL-2, Teacher, for the 2020-2021, school year effective August 27,

2020 through June 30, 2021, MA Step 1, at annual salary of \$57,814.00 based on the 2019-2020 salary guide. Said salary will be amended upon the completion, ratification and approval of a new contractual agreement and salary guide between the Kingwood Township Board of Education and the Kingwood Township Education Association as recommended by the Superintendent.

Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.

**Action 19-582 RESOLUTION**

**BE IT RESOLVED** that the Board of Education approves the following teachers for summer Curriculum hours, at the contractual rate of \$45.00 per hour, not to exceed eight (8) hours each, as recommended by the Superintendent:

Staff Member	Staff Member
Stacey Michalski	Keri Sigafos

Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.

**Action 19-583 RESOLUTION**

**BE IT RESOLVED** that the Board of Education approves the following course reimbursement for Ian White, Teacher, TCHEL-MUSIC-FL-1, for the following course for the 2019-2020 school year, as recommended by the Superintendent:

School	Course	Cost	Semester
University of the Arts	The Dynamic Music Creation Duo Night flight and Soundtrack	\$1,110.00	June 2020

Moved by S. Sklodowosky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.

**Action 19-584 RESOLUTION**

**BE IT RESOLVED** that the Board of Education approves the following course reimbursement for Scott Johnson, Teacher, TCH-EL-05-FL-1, for the following course for the 2019-2020 school year, as recommended by the Superintendent:

School	Course	Cost	Semester
Rutgers Graduate	Earth: Inside and Out	\$2,474.00	Summer 2020

School of Education			
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*Moved by S. Sklodowsky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-585**

**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 2019 - 2020 school year for Dr. Rick Falkenstein to the Hunterdon County Executive Superintendent for review; and

***WHEREAS***, the Hunterdon County Executive Superintendent approved 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 and qualitative 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 \$22,201.22; 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 S. Sklodowsky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**OPERATIONS COMMITTEE**

**Action 19-586**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the contract with Beazley Insurance Company, for an amount not to exceed Ten Thousand Dollars (\$10,000.00), for professional services, in conjunction with the New Jersey Schools Insurance Group.

*Moved by S. Sklodowsky, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

**Action 19-587**

**RESOLUTION**

**BE IT RESOLVED** that the Board of Education approves the contract with Baker Hostetler Company, for an amount not to exceed Five Thousand Dollars (\$5,000.00) for professional services in conjunction with the New Jersey Schools Insurance Group.

Moved by S. Sklodowosky, seconded by K. Bloom, on roll call vote, resolution was **ADOPTED** as follows ayes, 8; nays,0.

**POLICY COMMITTEE**

**FINANCE/BUDGET COMMITTEE**

**Action 19-588**

**RESOLUTION**

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

**WHEREAS** the solicitation of proposals for Health Care Medical Plans for the Kingwood Township Board of Education for the 2020 - 2021 school year yielded the following results:

*United Healthcare.....Declined RFP*  
*Cigna.....Declined RFP*  
*Aetna .....Declined RFP*

**Horizon BlueCross Medical Plans Renewal Rates:**  
**Direct Access:**

<i>Single Coverage</i>	<i>\$1,325.46 per month</i>
<i>Two (2) Adults</i>	<i>\$2,949.84 per month</i>
<i>Family</i>	<i>\$3,432.20 per month</i>
<i>Parent/Child</i>	<i>\$1,957.15 per month</i>

**EPO Plan:**

<i>Single Coverage</i>	<i>\$1,126.64 per month</i>
<i>Two (2) Adults</i>	<i>\$2,507.36 per month</i>
<i>Family</i>	<i>\$2,917.38 per month</i>
<i>Parent/Child</i>	<i>\$1,663.58 per month</i>

**H.S.A./HDHP Plan:**

<i>Single Coverage</i>	<i>\$1,245.93 per month</i>
<i>Two (2) Adults</i>	<i>\$2,772.84 per month</i>
<i>Family</i>	<i>\$3,226.26 per month</i>



Parent/Child	\$1,839.74 per month
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**POS Plan:**

Single Coverage	\$1,272.42 per month
Two (2) Adults	\$2,831.85 per month
Family	\$3,294.93 per month
Parent/Child	\$1,878.86 per month

**New 15/25 Horizon Plan:**

Single Coverage	\$1,274.69 per month
Two (2) Adults	\$2,836.86 per month
Family	\$3,300.75 per month
Parent/Child	\$1,882.19 per month

**WHEREAS**, Horizon BlueCross Medical Plans have increased the 2020-2021 rates by seven (7.0%) percent from the 2019-2020 rates, and;

**BE IT RESOLVED**, that the Kingwood Township Board of Education awards the 2020-2021 Health Care Medical Plans contract to Horizon BlueCross Medical Plans.

Moved by R. Pitzner, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.

**Action 19-589**

**RESOLUTION**

**BE IT RESOLVED** that the Board of Education approves the following Delta Dental rates for the 2020 - 2021 school year:

Single Coverage	\$ 47.15 per month*
Family Coverage	\$133.24 per month*

\*Flat over the 2019-2020 rates. The Board of Education only pays employee coverage.  
This is a 2 year contract.

Moved by R. Pitzner, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.

**Action 19-590**

**RESOLUTION**

***BE IT RESOLVED*** that the Board of Education approves the amendment to the 403b documentation for the the Coronavirus Aid, Relief, and Economic Security CARES Act.

*Moved by R. Pitzner, seconded by K. Bloom, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

## **COMMUNICATIONS COMMITTEE**

## **STANDING COMMITTEE REPORTS**

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

**NEW BUSINESS** - Resident in Kingwood very impressed by video done by staff.

**OLD BUSINESS** - Frenchtown BOE is not moving forward with sending students out of district.

**RECOGNITION OF PUBLIC:** None

### **Action 19-591**

### **RESOLUTION**

***BE IT RESOLVED*** that the Board of Education exited the public meeting at 6:59 p.m. for executive session to discuss a legal matter.

*Moved by K. Bloom, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

### **Action 19-592**

### **RESOLUTION**

***BE IT RESOLVED*** that the Board of Education resumed the public meeting at 7:49 p.m. to vote on matters related to the subject matter discussed.

*Moved by R. Pitzner, seconded by S. Sklodowsky, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

### **Action 19-593**

### **RESOLUTION**

***BE IT RESOLVED*** that the Board of Education adjourn the meeting at 7:49 p.m.

*Moved by R. Pitzner, seconded by D. Herbel, on roll call vote, resolution was ADOPTED as follows ayes, 8; nays,0.*

Respectfully Submitted,



Michele McCann  
School Business Administrator/Board Secretary

Minutes remain unofficial until Board Approval on June 16, 2020

Approved:

