

**KINGWOOD TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING MINUTES OF NOVEMBER 24, 2015**

**TIME AND PLACE:** The regular meeting of the Board of Education was held on November 24, 2015 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 7, 2015.

**CALL TO ORDER:** The meeting was called to order by Board President, Joseph DePinto at 7:35 p.m.

Pledge of Allegiance.

**ROLL CALL:**

<b>Present:</b>	Joseph DePinto, President	Kimberly Malina
	Anthony Planer, Vice President	Kathleen Racile
	Donna Herbel	Jill Lonergan
	Michael DeSapio	Shannon Sklodowsky

**Absent:** Paymon Jelvani

**DISTRICT ADMINISTRATORS**

**PRESENT:** Rick Falkenstein, Chief School Administrator  
Ray Krov, Interim School Business Administrator/Board Secretary

**RECOGNITION OF PUBLIC:**

Teachers: S. Moss, D. Mizin, W. Richmond

Public: Approximately 53 members of the public were present.

**Soccer Team Recognition:**

Coach Richmond congratulated members of the soccer team on a 16-0 season, thanked parents for their support of the soccer program, and presented the Board of Education with a framed picture of the team for the school trophy case.

**Auditor Presentation:**

School Auditor William Colantano reviewed the June 30, 2015 Comprehensive Annual Financial Report. He provided Board members with a handout highlighting key financial data and noted that there were no audit recommendations.

**EXECUTIVE SESSION:** None

**SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY –**

- NJSBA – New and Not-So-New Board Members – Dated 11/13/2015
- Board Member Training
- Board Member Profile & Committee Preferences
- Revised Board of Education Meeting Schedule
- Letter from Delaware Valley Regional H.S. – 8<sup>th</sup> Grade Placement Testing
- Recognition of the KTS Soccer Team – Championship Win
- Election Results – Joseph DePinto, 300; Kevin Bloom, 297; Paymon Jelvani, 278

**Action 16-103**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education approves the following agenda addendum items: amend #16-106, and add #16-111 and #16-119. Moved by A. Planer and seconded by Kimberly Malina. This resolution was ADOPTED as follows: ayes, 8; nays, 0.*

**Action 16-104**

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

*October 20, 2015 – Regular Meeting Minutes  
October 20, 2015 – Executive Session Minutes*

*Moved by K. Racile, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0; Abstain 1 (DeSapio).*

**Action 16-105**

*BE IT RESOLVED that the Board of Education approves the October 2015 Payroll, FICA and DCRP as follows:*

October 2015 Net Payroll	\$212,530.20
October 2015 Agency	\$143,873.26
October 2015 Board Share FICA	\$6,547.43
October 2015 State Share FICA	\$18,462.00
October 2015 Board Share DCRP	\$294.14
<b>TOTAL PAYROLL OCTOBER 2015</b>	<b>\$ 381,707.03</b>

Moved by K. Racile, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

**Action 16-106**

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

November 2015 General Fund.....\$183,822.35

Moved by K. Racile, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

**Action 16-107**

BE IT RESOLVED that the Board of Education approves the October 2015 line-item appropriation transfers attached to and made a part of these minutes. Moved by K. Racile, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

**Action 16-108**

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 October 2015; 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. Racile, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

**2015-2016 School Goals:**

- Maintain the board's focus on student achievement as its highest priority
- Develop a budget within the 2% cap that does not impact programs and maximizes resources
- 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
- Mark your calendars for February 20<sup>th</sup>, NJTV to watch a story on “Kingwood Discovers the Whole Child”
- Parent teacher conferences have been completed
- Soccer Team won the Championship Game
- Halloween Parade was enjoyed by all
- The Staff is in the process of completing their SGOs
- Update on student assessment with Fontass and Pinnell for their reading level
- KTS was recognized at NJSBA Conference for our partnership with Alexandria Airport. Thank you Mrs. Brooks.
- Meetings Attended
- PTA 5K Run – November 26, 2015

**Action 16-109**

*BE IT RESOLVED that the Board of Education approves to affirm the Chief School Administrator’s decision on the attached reported incident, Case #001, of Harassment, Intimidation and Bullying. Moved by A. Planer seconded by S. Sklodowsky. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**2015-2016 District Goals:**

- Continue to improve student achievement
- Continue to enhance community relations
- Continue to Maintain and Improve Facilities

**EDUCATION COMMITTEE** – Update on Meeting

**Action 16-110**

*BE IT RESOLVED that the Board of Education approves the following 2015-2016 Field Trips:*

- Red Mill Museum, Clinton, NJ – 1st Grade
- RVCC Theater, Branchburg, NJ – 1st Grade
- Delaware River Access, Lambertville, NJ – 5<sup>th</sup> Grade
- Valley View Nursing Home – Chorus
- DaVinci Science Center – 3<sup>rd</sup> Grade

*Moved by A. Planer seconded by K. Malina, On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 16-111**

*BE IT RESOLVED that the Board of Education approves the following 2015-2016 fundraiser:*

- 8<sup>th</sup> Grade Class – Meal Sales, Marinelli's

Moved by A. Planer seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

## **PERSONNEL COMMITTEE**

### **Action 16-112**

BE IT RESOLVED that the Board of Education approves the following 2015-2016 Substitute, pending satisfactory criminal history review, as recommended by the Chief School Administrator:

*Karen Mazerolle - Secretary*

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

### **Action 16-113**

BE IT RESOLVED that the Board of Education approves nursing consultant, Nancy Braddee, for 10 hours at a rate of \$45.00 per hour, not to exceed \$450.00 for the 2015-2016 school year, as recommended by the Chief School Administrator. Moved by S. Sklodowsky seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

### **Action 16-114**

BE IT RESOLVED that the Board of Education approves the maternity leave for Simona Moss, Teacher, effective January 25, 2016 through June 17, 2016 utilizing the following:

*Disability Leave – 01/25/2016 – 03/03/2016 – 29 sick days  
FMLA – 03/04/2016 – 03/18/2016 3 weeks  
NJFMLA – 03/21/2016 – 06/17/2016 12 weeks*

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

### **Action 16-115**

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 K. Racile. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

## **OPERATIONS COMMITTEE**

**Action 16-116**

*BE IT RESOLVED that the Board of Education approves to declare the following fixed assets as surplus property with no value and to authorize the Business Administrator to dispose of the property pursuant to N.J.S.A. 18A:18A-45:*

<u>Item</u>	<u>Asset#</u>	<u>Model</u>	<u>Serial #</u>
<i>Sharp Fax Machine</i>	<i>0135</i>	<i>FO 4550</i>	<i>57118292</i>
<i>Smartboard</i>	<i>-----</i>	<i>-----</i>	<i>-----</i>
<i>Push Mower</i>	<i>011888</i>	<i>Agway</i>	<i>22"</i>
<i>Ariens Snow Blower</i>	<i>01419</i>	<i>932104</i>	<i>028172</i>

*Moved by K. Malina seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 16-117**

*BE IT RESOLVED that the Board of Education approves to declare the following fixed assets as surplus property and to authorize the Business Administrator to sell the property pursuant to N.J.S.A. 18A:18A-45:*

<u>Item</u>	<u>Asset#</u>	<u>Model</u>	<u>Serial #</u>
<i>Hobart Mixer</i>	<i>00028 &amp; 00137</i>	<i>D-300</i>	<i>1902842</i>
<i>Projection Screens (8)</i>	<i>-----</i>	<i>Luma</i>	<i>6'</i>

*Moved by K. Malina seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 16-118**

*BE IT RESOLVED that the Board of Education approves a contract with DeSapio Construction, Inc. to provide snow plowing and salt spreading on drives and parking areas, on an as needed basis. Moved by K. Malina seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0; abstain, 1. (M. DeSapio)*

**Action 16-119**

*BE IT RESOLVED that the Board of Education authorizes the architectural firm of Spiegle Architectural Group, Inc. to prepare plans and bid specifications for the B Wing Toilet Room Renovations project, DOE#2450-050-16-1000; and authorizes the submittal of the project to the New Jersey Department of Education as an "Other Capital Project" as defined by N.J.A.C. 6A-26; that the five year Long Range Facility Plan be amended, as necessary, to incorporate this project; that the District understands at this time there is no ROD grant funding from the State*

available for this project; and that the cost of the project will be funded from the Capital Reserve account. Moved by K. Malina seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

### **POLICY COMMITTEE**

J. DePinto asked the Committee to consider developing a policy that establishes limits during the public comment period.

#### **Action 16-120**

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

#5756 Transgender Students

Moved by K. Racile seconded by M. DeSapio. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

### **FINANCE COMMITTEE**

#### **Action 16-121**

BE IT RESOLVED that the Board of Education accepts the June 30, 2015 Comprehensive Annual Financial Report (CAFR) with no audit recommendations, and to acknowledge that the Kingwood Township Board of Education has reviewed the 2014-2015 audit report as required by N.J.S.A. 18A:23-5. Moved by A. Planer seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

NOTE: Copies of the Synopsis of the Audit were made available to the members of the public. The Auditor reviewed the CAFR with Board members at the beginning of the meeting.

#### **Action 16-122**

BE IT RESOLVED that the Board of Education approves the attached Corrective Action Plan for the June 30, 2015 Comprehensive Annual Financial Report (CAFR), with no audit recommendations. Moved by A. Planer seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

#### **Action 16-123**

BE IT RESOLVED that the Board of Education accepts, with gratitude, the attached Fall 2015 Kingwood Township Education Foundation Grants, in the amount of \$13,907.03. Moved by A. Planer seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.

**Action 16-124**

*BE IT RESOLVED that the Board of Education authorizes the District purchasing agent to utilize the following State of New Jersey contract for the purchase of goods and services during the 2015-2016 school year:*

<u>Vendor</u>	<u>Commodity/Service</u>	<u>State Contract Number</u>
GovDeals	Internet Auctions	83453

*Moved by A. Planer seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**Action 16-125**

*BE IT RESOLVED that the Board of Education authorizes the Business Administrator to close the Prescription Trust Fund bank account effective November 30, 2015 and to record the balance in general fund revenue account #10-1980. Moved by A. Planer seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

**STANDING COMMITTEE REPORTS**

- Hunterdon County School Boards – No Update
- NJ School Boards - No Update
- Hunterdon County ESC – Update on Meeting
- KTS PTA – Update on Meeting
- Kingwood Township Education Foundation – Update on Meeting

**NEW BUSINESS**

- K. Malina suggested an in-school program to recognize Veteran’s Day. Dr. Falkenstein replied that a program is being developed in conjunction with the Student Council for next year.
- J. DePinto recently attended a Delaware Valley Regional High School National Honor Society induction ceremony and noted the excellent representation by Kingwood Township students.

**OLD BUSINESS**

- D. Herbel commented on a NJSBA Conference workshop she attended on creating academically rigorous challenges for students that are “fun” to complete.

**RECOGNITION OF PUBLIC**



Teachers: S. Moss, D. Mizin

Parents: T. Drake – Spoke positively about the audit results and SBA B. Beriont, and questioned how the District would reach out to parents with suggested programs for developing school readiness skills. R. Falkenstein explained.

**Action 16-126**

**RESOLUTION**

*BE IT RESOLVED that the Board of Education adjourned the meeting at 9:35 p.m. Moved by A. Planer, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 8; nays, 0.*

Respectfully Submitted,



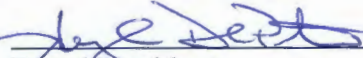
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Ray Krov

Interim School Business Administrator/Board Secretary

Minutes remain unofficial until Board approval on December 14, 2015.

Approved:



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Board President