

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – November 25, 2013

TIME AND PLACE: The regular meeting of the Board of Education was held on November 25, 2013, 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 November 21, 2013.

CALL TO ORDER: The meeting was called to order by Board Vice-President, Kevin Bloom at 7:34 p.m.

Pledge of Allegiance.

ROLL CALL:

Present: Kevin Bloom, Vice President Anthony Planer
Paymon Jelvani Lance Riggio
Jill Lonergan Laurie Willard
Kimberly Malina

Absent: Joseph DePinto Gary Karlsrud

DISTRICT ADMINISTRATORS

PRESENT: Rick Falkenstein, Chief School Administrator
Bobbie Beriont, Business Administrator/Board Secretary
Scott Yerger, Supervisor of Curriculum/Assistant Principal

RECOGNITION OF PUBLIC:

Teachers: Mrs. King
Parents: Mrs. Drake and Ms. Rupert

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Mrs. Beriont discussed the following informational items:

- Board Member Profile and Committee Selection

Action 14-112**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to amend the following addendum item #6.4. Moved by A. Planer and seconded by K. Malina. This resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 14-113**RESOLUTION**

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

*October 29, 2013 – Regular Meeting Minutes
October 29, 2013 – Executive Session Minutes*

Moved by A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-114**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the September 2013 Payroll, FICA and DCRP as follows:

| | |
|------------------------------------------|-----------------------------|
| <i>October 2013 Net Payroll</i> | <i>\$209,233.20</i> |
| <i>October 2013 Agency</i> | <i>\$168,397.86</i> |
| <i>October 2013 Board Share FICA</i> | <i>\$25,349.58</i> |
| <i>October 2013 Board Share DCRP</i> | <i>\$478.02</i> |
| <i>TOTAL PAYROLL OCTOBER 2013</i> | <i>\$ 403,458.66</i> |

Moved by A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-115**RESOLUTION**

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

November 2013 General Fund.....\$132,930.62

Moved by A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-116**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the October 2013 line-item appropriation transfers attached to and made a part of these minutes. Moved by A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-117**RESOLUTION**

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 2013; 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 A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

2013-2014 Kingwood Township Board of Education Goals:

- Maintain the board's focus on student achievement as its highest priority (Professional Development Improvement Plan will include: board adopting district and board goals, developing a schedule for monitoring progress toward achievement of district goals, board evaluating CSA based on progress toward district goals and evaluation of leadership qualities, board submits written performance report to CSA.)
- Continue to broaden our outreach to the community

CHIEF SCHOOL ADMINISTRATOR'S REPORT – R. Falkenstein

Dr. Falkenstein discussed the following informational items:

- Student Enrollment
- Monthly Staff Reports
- Reader's Workshop
- Teacher Observations
- 2013 NJ ASK Data
- District Articulation Meetings
- Fire & Security Drills
- PTA Events
- Parent-Teacher Conferences
- School Choice 2014-2015

- Meetings Attended

Dr. Falkenstein reported there were no HIB incidents for the month.

Mr. Yerger gave a presentation on the 2012-2013 NJ ASK scores.

Action 14-118

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached Memorandum of Agreement between Education and Law Enforcement Officials. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

2013-2014 District Goals:

- **Student Achievement:**
 - Implement Literacy and Writing initiatives and assess and validate effectiveness
 - Analyze the NJASK scores to identify weak clusters and determine and execute intervention strategies to improve student achievement
- **Community Relations:**
 - Promote school goals through improved community relations
- **Facilities:**
 - Continue to maintain and improve facilities

EDUCATION COMMITTEE – Update on Meeting.

Action 14-119

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following 2013-2014 Field Trips:

*RVCC Holocaust Program – Branchburg, NJ & Wendy's in Flemington NJ
– 7th Grade*

DaVinci Science Center – Allentown, PA – 3rd Grade

Shop Rite – Flemington, NJ – 3rd Grade

Delaware River Access – Lambertville, NJ – 5th Grade

Liberty Science Center – Jersey City, NJ – 5th Grade

Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-120

RESOLUTION

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

Selling items (sunglasses, bracelets, etc.) during lunches – Student Council

Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-121**RESOLUTION**

BE IT RESOLVED that the Board of Education approves student teacher, Justine Brancato, from The College of New Jersey, to work with Mrs. Ricardo and Ms. Kucker. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-122**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached Memorandum of Understanding between Hunterdon Prevention Resources and Kingwood Township School. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-123**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts the attached list of KTEF Grants for the fall of 2013 in the amount of \$7,348.25. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 14-124**RESOLUTION**

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

***WHEREAS**, the Kingwood Township School Board of Education (hereinafter referred to as "KTS") has received a proposal from the Frenchtown School District Board of Education (hereinafter referred to as "FSD") to provide subcontracted writing consultant services; and*

***WHEREAS**, FSD and KTS desire to enter into a joint agreement wherein FSD will provide the said Writing Consultant Services; and*

***WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and*

***WHEREAS**, FSD and KTS are by definition local units under the said law: and FSD is empowered by law to provide Writing Consultant Services; and*

***NOW THEREFORE BE IT RESOLVED**, that FSD and KTS hereby agree to enter into the 2013-2014 shared services arrangement for the provision of Writing Consultant Services in accordance with N.J.S.A. 40A:65-1 et seq. at an*

hourly rate of \$34.23, not to exceed \$500.00.

Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

PERSONNEL COMMITTEE

Action 14-125

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following 2013-2014 Substitutes, pending satisfactory criminal history review, as recommended by the Chief School Administrator:

Aurora Ingrassia – Instructional Aide/Teacher
 Carla Harbourt – Instructional Aide/Teacher
 Diane Moran – Instructional Aide/Teacher
 Tyler Marsh - Custodian

Moved by A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 14-126

RESOLUTION

BE IT RESOLVED that the Board of Education approves Sara Alpaugh for four (4) hours, at the contracted rate of \$51.00 an hour, to analyze NJASK scores, as recommended by the Chief School Administrator. Moved by A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 14-127

RESOLUTION

BE IT RESOLVED that the Board of Education approves the revised maternity leave for Rebecca Lancaster, Teacher, effective September 17, 2013 through June 30, 2014 utilizing the following:

Disability Leave – 09/17/13 – 10/29/13 – 31 sick/personal days
 FMLA – 10/30/13 – 01/24/14 – 12 weeks
 NJFMLA – 12/16/13 – 3/14/14 – 12 weeks
 Contractual Leave – 3/17/14 – 6/30/14

Moved by A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 14-128

RESOLUTION

BE IT RESOLVED that the Board of Education approves to revise the 2013-2014 Co-Curricular Stipend for Student Council between the following teachers:

Michael Matlack - \$1,163.50
 Jen Leap - \$1,163.50

Moved by A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 14-129

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 A. Planer, seconded by L. Willard. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

OPERATIONS COMMITTEE

Action 14-130

RESOLUTION

BE IT RESOLVED that the Board of Education approves the disposal and sale of the salad bar in the amount of \$500.00. Moved by A. Planer, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 14-131

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached facility use form with the KTS PTA for the Thanksgiving 5K run. Moved by A. Planer, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 14-132

RESOLUTION

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

WHEREAS, the Kingwood Township Board of Education solicited for quotes for Garbage Removal for the Kingwood Township Elementary School to the following vendors; and

| | | |
|-------------------|-------------------------------|-------------------------|
| Waste Management | Global Waste Industries, Inc. | Raritan Valley Disposal |
| 107 Silvia Street | 699 Washington Street | 9 Frontage Road |
| Ewing, NJ 08628 | Hackettstown, NJ 07840 | Clinton, NJ 08809 |

WHEREAS, the Board received only one quote, in accordance with the specifications, on November 13, 2013:

WHEREAS, Global Waste Industries, Inc. submitted a quote, with a base bid of \$490.00 per month, from September 1, through June 30, for one (1) six cubic yard container for Recyclables, and two (2) six cubic yard containers for Refuse and Rubbish, to be picked up twice weekly, with at least a two (2) day interval between pick ups; and

WHEREAS, Global Waste Industries, Inc. submitted an Alternate Quote #1 of \$265.00, per month from July 1 through August 30, for one (1) six cubic yard container for

Recyclables, and two (2) six cubic yard containers for Refuse and Rubbish, to be picked up once a week; and

WHEREAS, Global Waste Industries, Inc. submitted an Alternate Quote #2, for extra garbage collection, as requested, from July 1 through August 30, for \$12.50 per cubic yard and prices for Open Containers at 10 cubic yards for \$355.00, 20 cubic yards for \$435.00 and 30 cubic yards for \$515.00; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a single bid for the Garbage Removal to Global Waste Industries, Inc. which includes the base bid of \$490.00 per month, from September 1 through June 30, Alternate Quote #1 of \$265.00, per month, from July 1 through August 30, and Alternate Quote #2, for extra garbage collection, as requested.

Moved by A. Planer, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

POLICY COMMITTEE

Action 14-133

RESOLUTION

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

- #7522 – School District Provided Technology Devices to Staff Members*
- #R5600 – Pupil Discipline Code of Conduct*

Moved by A. Planer, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

FINANCE COMMITTEE – Update on Meeting

COMMUNICATIONS COMMITTEE

STANDING COMMITTEE REPORTS

- Hunterdon County School Boards – No Update
- School Boards Association – Update on Meeting
- Hunterdon County ESC – No Update
- KTS PTA – Update on Meeting
- KTEA – Update on Meeting

NEW BUSINESS

OLD BUSINESS

RECOGNITION

OF THE PUBLIC:

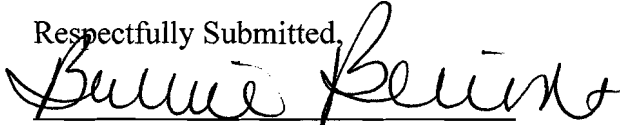
Teachers: Mrs. King
Parents: Mrs. Drake and Ms. Rupert

Action 14-134

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 8:30 p.m. Moved by A. Planer, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes 7; nays, 0.

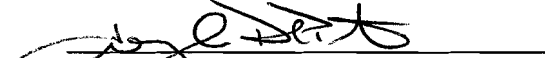
Respectfully Submitted,



Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 11/26/13
Minutes remain unofficial until Board approval.

Approved:


Board President