

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – October 21, 2014**

TIME AND PLACE: The regular meeting of the Board of Education was held on October 21, 2014 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 8, 2014.

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

Pledge of Allegiance.

ROLL CALL:

Present:	Joseph DePinto, President	Kimberly Malina
	Anthony Planer, Vice President	Kathleen Racile
	Donna Herbel	Lance Riggio
	Paymon Jelvani	

Absent: Michael DeSapio, Jill Lonergan

DISTRICT ADMINISTRATORS

PRESENT: Rick Falkenstein, Chief School Administrator
Bobbie Beriont, Business Administrator/Board Secretary

Mr. William Colantano, School Auditor, gave a presentation of the June 30, 2014 Comprehensive Annual Financial Report. In this presentation, he stated that there were no audit recommendations.

Mr. DePinto and Dr. Falkenstein thanked Mrs. Beriont and her staff on an excellent job of running the finances of the district.

RECOGNITION OF PUBLIC:

Teachers: E. Ricardo & L. Schermerhorn
Parents: Mrs. Drake & Ms. Ruppert

Action 15-077

RESOLUTION

BE IT RESOLVED that the Board of Education entered Executive Session at 8:05 p.m. to discuss the terms and conditions of continued employment of an employee whose name is on file in the Board of Education Office. Moved by A. Planer, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes, 7; nays, 0.

The Board returned to open session at 8:28 p.m. All Board members were present.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

- NJSBA Conference Itinerary
- NJSBA Delegate Assembly – November 15, 2014
- HCSBA – Student Achievement – November 18, 2014
- NJSIG – 2014 Safety Award Recognition
- NJSBA Conference – Best Practice Recognition

Action 15-078

RESOLUTION

BE IT RESOLVED that the Board of Education approves to amend #6.4, and add #7.5, #8.2.6, #8.2.7 and #8.2.8. Moved by K. Racile and seconded by A. Planer. This resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 15-079

RESOLUTION

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

*September 23, 2014 – Regular Meeting Minutes**

**Action #15-074 as amended for the amount of \$51,381 to \$50,851.*

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

Action 15-080

RESOLUTION

BE IT RESOLVED that the Board of Education approves the September 2014 Payroll, FICA and DCRP as follows:

<i>September 2014 Net Payroll</i>	<i>\$207,918.92</i>
<i>September 2014 Agency</i>	<i>\$169,270.76</i>
<i>September 2014 Board Share FICA</i>	<i>\$25,468.48</i>
<i>September 2014 Board Share DCRP</i>	<i>\$416.58</i>
<i>TOTAL PAYROLL SEPTEMBER 2014</i>	<i><u>\$403,074.74</u></i>

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

Action 15-081**RESOLUTION**

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

October 2014 General Fund.....\$344,440.47

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

Action 15-082**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the September 2014 line-item appropriation transfers attached to and made a part of these minutes. Moved by A. Planer, seconded by P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-083**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 September 2014; 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 P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

2014-2015 District Goals

- Maintain the board's focus on student achievement as its highest priority
- Continue to broaden our outreach to the community
- Successfully negotiate a contract with the Kingwood Township Education Association
- Continue to work as a cohesive board while maintaining our committees

CHIEF SCHOOL ADMINISTRATOR'S REPORT – R. Falkenstein

Mr. Yerger gave a presentation on "PARCC 2015 – UPDATES & TEST PREPARATION"

Dr. Falkenstein discussed the following informational items:

- Student Enrollment
- Monthly Staff Reports
- October 13th Staff In-Service
- Title I Parent Compact Meeting
- Thank You to the Kingwood Township Fire Department
- 5th Grade Students attend the Hunterdon County Timeline Presentation
- 8th Grade Book Café
- The 2nd Annual Huffin' for Stuffin' 5K
- Soccer Team will Host a Play-Off Game – 1st Place
- Meetings Attended

Action 15-084**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts the NJ Quality Single Accountability Continuum (QSAC) Statement of Assurance for the 2014-2015 school year and submit to the Department of Education. Moved by L. Riggio, seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-085**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following resolution approving the comprehensive maintenance plan:

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities, as listed in the attached document for the various school facilities of the Kingwood Township School District, are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

THEREFORE BE IT RESOLVED, that the Kingwood Township School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Kingwood Township School District in compliance with Department of Education requirements.

Moved by L. Riggio, seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-086**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the Kingwood Township School Maintenance Budget Amount Worksheet (Form M-1) and the detailed actual expenditure

worksheet and authorizes its submission to the Executive County Superintendent. Moved by L. Riggio, seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-087

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following resolution for the Maximum Capital Reserve Amount:

BE IT RESOLVED, the Kingwood Township School District has completed a full update to the 2005-Five-Year Long Range Facility Plan and has identified 25 projects to be completed; and,

WHEREAS, this Plan has been submitted to the New Jersey Department of Education and is awaiting final approval; and,

WHEREAS, these projects have a total estimated cost over the five-year period of \$4,027,000; and,

WHEREAS, the District may be eligible for up to forty percent of state debt service or EDA/ROD grant funds for these projects in the amount of \$1,610,800. Accordingly, the estimated local share of these projects is \$2,416,200; and,

WHEREAS, the Kingwood Township School District has submitted three ROD grants in the amount of \$599,600 for a partial roof replacement, \$80,000 to replace the interior windows of D-wing and \$300,000 to upgrade the HVAC system in the cafeteria; and,

WHEREAS, the Kingwood Township School District has substantially completed the partial roof replacement at a cost of \$485,425 and the HVAC system at a cost of \$215,435 and has replaced flooring in the art room and two resource rooms at a cost of \$4,535; and

NOW, THEREFORE, BE IT RESOLVED, the revised estimated total cost of projects to be completed is \$3,127,000 of which \$1,864,200 represents the local share, less the current balance of the capital reserve \$1,090,932, equates to \$773,268 which represents the maximum the Kingwood Township School District may deposit in its capital reserve fund for the 2014-2015 school year; and,

BE IT FURTHER RESOLVED, the Kingwood Township Board of Education approves the attached Statement of Certification which represents the Maximum Capital Reserve Amount.

Moved by L. Riggio, seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-088**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached Kingwood Township Nursing Service Plan for the 2014-2015 school year. Moved by L. Riggio, seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

2014-2015 District Goals

- **Continue to Improve Student Achievement:**
 - Refine and assess literacy initiatives for the upcoming year and expand the Writers and Readers Workshop to grades 5 through 8.
 - Prepare our students to transition to the PARCC
 - Utilize Study Island to help benchmark our students
- **Continue to Enhance Community Relations:**
 - Utilize the information from the surveys to identify strengths and weaknesses and then develop a plan of action for improvement
- **Continue to Maintain and Improve Facilities:**
 - Develop a plan of action to address the school parking lot

EDUCATION COMMITTEE – Update on Meeting.

Action 15-089**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following 2014-2015 Field Trips:

*Red Mill Museum, Clinton NJ - 1st Grade
 Raritan Valley Theater, Branchburg, NJ – 1st Grade
 DelVal Regional High School – Frenchtown, NJ – Jazz Band
 Liberty Science Center, Jersey City, NJ – 5th Grade
 Delaware River Steamboat, Lambertville, NJ – 5th Grade*

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

Action 15-090**RESOLUTION**

BE IT RESOLVED that the Board of Education accepts a donation in the amount of \$1,000.00 from an anonymous donor to establish an 8th grade award in the name of Gavin Martuccio every year until the \$1,000.00 is exhausted. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-091**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the re-adoption of the following K-8 Curriculum:

*Technology Curriculum
Music Curriculum
World Language Curriculum*

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

Action 15-092**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Scott Johnson, Teacher, to collect donations from the 5th grade towards Heifer International Global Poverty Assistance. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-093**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Mr. Nelson Hill, Saxophonist/Clinician to work with the jazz band on technique, tone and improvisation at a rate of \$150 per visit, not to exceed 8 visits. This will be paid from a donation given to the jazz band. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-094**RESOLUTION**

BE IT RESOLVED that the Board of Education approves "Oncourse Systems for Education" as the teacher evaluation system. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-095**RESOLUTION**

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

Selling Wrist Bands for "Huffin for Stuffin" – Student Council

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

PERSONNEL COMMITTEE**Action 15-096****RESOLUTION**

BE IT RESOLVED that the Board of Education approves the following 2014-2015 Substitutes, pending satisfactory criminal history review, as recommended by the Chief School Administrator:

*Cameron Bradley – Teacher/Instructional Aide
Salina Vitale – Teacher/Instructional Aide*

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

Action 15-097**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 P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-098**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Scott Johnson as the STEM Enrichment Program advisor for the 2014-2015 school year at a rate of \$45.00 per hour, not to exceed \$2,397.00, as recommended by the Chief School Administrator. Moved by A. Planer, seconded by P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-099**RESOLUTION**

BE IT RESOLVED that the Board of Education approves Angela Caccese as the Play Director for the 2014-2015 school year at the contractual rate of \$2,397.00, as recommended by the Chief School Administrator. Moved by A. Planer, seconded by P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-100**RESOLUTION**

BE IT RESOLVED that the Board of Education approves three (3) days unpaid leave of absence for Jennifer Berg, CST Secretary, April 8, 9, & 10, as recommended by the Chief School Administrator. Moved by A. Planer, seconded by P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-101**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to accept, with regret, the retirement of Delia Gardner, LDTC, effective December 1, 2014. Moved by A. Planer, seconded by P. Jelvani. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-102**RESOLUTION**

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

BE IT RESOLVED that, pursuant to N.J.S.A. 18A:30-7, the Kingwood Township Board of Education (hereinafter referred to as the "Board") approves a personal leave of absence for Cynthia Arancio (hereinafter referred to as "Arancio"), together with pay and medical insurance coverage for the period beginning October 21, 2014 through January 31, 2015 and a

personal leave of absence without pay and with medical insurance coverage for the period from February 1, 2015 through April 30, 2015; and

BE IT FURTHER RESOLVED that the Board accepts Arancio's letter of resignation effective at the close of business on April 30, 2015; and

BE IT FURTHER RESOLVED that the Board President and School Business Administrator/Board Secretary are hereby authorized and directed to execute any documents necessary to effectuate said leave of absence and resignation.

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

Action 15-103

RESOLUTION

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

WHEREAS, the Kingwood Township Board of Education (hereinafter referred to as the ("Board")) employs one full-time School Nurse position (PCN# NRS-EL-NURS-NA-1); and

WHEREAS, upon the recommendation of the Chief School Administrator, the Board has determined that the Kingwood Township School District will need to establish an additional full-time School Nurse position (PCN# NRS-EL-NURS-NA-2); and

WHEREAS, effective May 1, 2015 the Board will abolish the full-time School Nurse position (PCN# NRS-EL-NURS-NA-1); and

BE IT FURTHER RESOLVED that effective May 1, 2015 the Board will have only one full-time School Nurse position (PCN# NRS-EL-NURS-NA-2).

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

OPERATIONS COMMITTEE – Update on Meeting.

The School Bus Emergency Evacuation Drill Statement as stipulated by 6A:27-11.2:

On Tuesday, October 14, 2014 for routes #1, #2 and #3, on Wednesday, October 15, 2014 for routes #4, #5 and #6, on Thursday, October 16, 2014 for routes #7 and #8, the Assistant Principal of Kingwood Township School, Scott Yerger, oversaw the school bus emergency evacuation drills. The drills were held at approximately 8:45 a.m. at the school.

Action 15-104

RESOLUTION

BE IT RESOLVED that the Board of Education approves to increase technology services from Simple Computer Solutions, 4 Rainbow Hill Road, Flemington, NJ 08822, at a rate of \$85.00 per hour not to exceed \$50,000.00. Moved by L. Riggio, seconded by K. Racile. On roll call vote,

resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 15-105

RESOLUTION

BE IT RESOLVED that the Board of Education approves to accept a check in the amount of \$5,700.00 from New Jersey Schools Insurance Group for the previously submitted Safety Grant for a new floor scrubber. Moved by L. Riggio, seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 15-106

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached bus route #K9, for student 15-004, for the 2014-2015 school year. Moved by L. Riggio, seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

Action 15-107

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached 2014-2015 Joint Transportation Agreement between the Kingwood Township School District and the Delaware Valley Regional High School District for bus route #K9 in the amount of \$35,692.00. Moved by L. Riggio, seconded by K. Racile. On roll call vote, resolution was ADOPTED as follows: ayes, 7; nays, 0.

POLICY COMMITTEE

Action 15-108

RESOLUTION

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

- #2412 Home Instruction Due to Health Condition*
- #2417 Student Intervention and Referral Services*
- #2481 Home or Out of School Instruction for General Education Student for Reasons Other Than a Temporary or Chronic Health Condition*
- #5610 Suspension*
- #5611 Removal of Students for Firearm Offenses*
- #5612 Assaults on District Board of Education Members or Employees*
- #8505 Wellness Policy Nutrient Standards for Meals and Other Foods*
- #R2412 Home Instruction Due to Health Condition*
- #R2417 Student Intervention and Referral Services*
- #R2481 Home or Out of School Instruction for General Education Student for Reasons Other Than a Temporary or Chronic Health Condition*
- #R5331 Management of Life-Threatening Allergies in School*
- #R5610 Suspension Procedures*
- #R5611 Removal of Students for Firearm Offenses*

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

FINANCE COMMITTEE

Action 15-109

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2015-2016 Budget Calendar. Moved by L. Riggio, seconded by D. Herbel. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-110

RESOLUTION

BE IT RESOLVED that the Board of Education approves to accept the June 30, 2014 Comprehensive Annual Financial Report (CAFR), with no audit recommendations. Moved by L. Riggio, seconded by D. Herbel. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-111

RESOLUTION

BE IT RESOLVED that the Board of Education approves the attached Corrective Action Plan for the June 30, 2014 Comprehensive Annual Financial Report (CAFR), with no audit recommendations. Moved by L. Riggio, seconded by D. Herbel. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

Action 15-112

RESOLUTION

BE IT RESOLVED that the Board of Education approves to accept additional 2013-2014 Extraordinary Aid in the amount of \$530.00 to be utilized in the 2014-2015 school year. Moved by L. Riggio, seconded by D. Herbel. On roll call vote, resolution was ADOPTED as follows ayes, 7; nays, 0.

COMMUNICATIONS COMMITTEE

STANDING COMMITTEE REPORTS

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

NEW BUSINESS - None

OLD BUSINESS - None

RECOGNITION

OF THE PUBLIC:

Teachers: E. Ricardo & L. Schermerhorn
Parents: Mrs. Drake & Ms. Ruppert

Mrs. Drake complimented the Board on keeping small class sizes and asked about the two positions for the nurse.

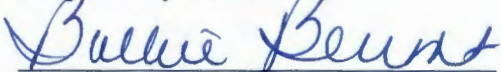
Ms. Ruppert asked about an email communication to the parents, Mr. DePinto referred to the Communication Committee.

Action 15-113

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 9:42 p.m. Moved by A. Planer, seconded by K. Racile. Resolution was ADOPTED as follows: ayes 7; nays, 0.


Respectfully Submitted,



Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 10/23/14
Minutes remain unofficial until Board approval.

Approved:


Board President