

**KINGWOOD TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – October 29, 2013

TIME AND PLACE: The regular meeting of the Board of Education was held on October 29, 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 May 2, 2013.

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
	Kevin Bloom, Vice President	Anthony Planer
	Paymon Jelvani	Lance Riggio
	Gary Karlsrud	Laurie Willard
	Jill Lonergan.	

DISTRICT ADMINISTRATORS

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

RECOGNITION OF PUBLIC:

Teachers: Eileen Ricardo, Loraine Schermerhorn
Parents: Mrs. Drake, Mrs. Sklodowski, Mrs. Combs, Ms. Rupert

Action 14-076

RESOLUTION

BE IT RESOLVED that the Board of Education entered Executive Session at 7:39 p.m. to discuss the terms and conditions of employment of an employee whose name is on file in the Board of

Education Office. Moved by G. Karlsrud, seconded by K. Bloom. Resolution was ADOPTED as follows: ayes, 9; nays, 0.

The Board returned to open session at 8:00 p.m. All Board members were present.

RECOGNITION OF PUBLIC:

Mr. William Colantano, School Auditor, gave a presentation of the June 30, 2013 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.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECT – B. Beriont

Mrs. Beriont discussed the following informational items:

- NJSBA Delegate Assembly – November 16, 2013
- Student Achievement Integrative STEM Program
- NJSBA Regional Legal Series – November 13, 2013

Action 14-077

RESOLUTION

BE IT RESOLVED that the Board of Education approves to add the following addendum items to the agenda #8.2.7, #8.2.8, #8.2.9 and #8.2.10 and amend #6.4. Moved by A. Planer and seconded by L. Riggio. This resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-078

RESOLUTION

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

*September 24, 2013 – Regular Meeting Minutes
September 24, 2013 – Executive Session Minutes*

Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-079

RESOLUTION

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

<i>September 2013 Net Payroll</i>	<i>\$213,178.92</i>
<i>September 2013 Agency</i>	<i>\$163,521.25</i>
<i>September 2013 Board Share FICA</i>	<i>\$25,895.52</i>
<i>September 2013 Board Share DCRP</i>	<i>\$478.02</i>
	<i>\$478.02</i>

TOTAL PAYROLL SEPTEMBER 2013 **\$403,073.71**

Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-080**RESOLUTION**

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

October 2013 General Fund.....\$211,544.86

Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-081**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the September 2013 line-item appropriation transfers attached to and made a part of these minutes. Moved by A. Planer, seconded by K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-082**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 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 K. Malina. On roll call vote, resolution was ADOPTED as follows ayes, 9; 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
- Professional Development
- Reader’s Workshop
- Benchmark Assessments
- Title I Parent Compact Meeting
- Eighth Grade Advisory Committee
- Fire Prevention Week
- Bus Evacuations
- Meetings Attended

Dr. Falkenstein reported on one HIB incident.

Action 14-083

RESOLUTION

BE IT RESOLVED that the Board of Education affirms the Chief School Administrator’s decision on the attached reported incident, Case # 001-029, of Harassment, Intimidation and Bullying. Moved by G. Karlsrud, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-084

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the NJ Quality Single Accountability Continuum (QSAC) Statement of Assurance for the 2013-2014 school year and submit to the Department of Education. Moved by G. Karlsrud, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-085

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 G. Karlsrud, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-086

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 G. Karlsrud, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-087

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,

NOW, THEREFORE, BE IT RESOLVED, the revised local share of \$2,416,200, less the current balance of the capital reserve \$909,300, equates to \$1,506,900 which represents the maximum the Kingwood Township School District may deposit in its capital reserve fund for the 2013-2014 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 G. Karlsrud, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-088

RESOLUTION

BE IT RESOLVED that the Board of Education approves the "Addendum to the Uniform State Memorandum of Agreement" between Education and Law Enforcement Officials. Moved by G. Karlsrud, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows ayes, 9; 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 14-089

RESOLUTION

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

*Adventure Aquarium, Camden, NJ - Kindergarten
Princeton High School – Princeton, NJ – Band
Trenton Thunder Game – Trenton, NJ – Band & Chorus
DelVal Regional High School – Frenchtown, NJ – Band & Chorus
Bridgewater-Raritan Middle School – Bridgewater, NJ – Band
Rowan University (Jazz Fest) – Glassboro, NJ - Band
Alexandria Middle School – Pittstown, NJ – Band & Chorus*

Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-090

RESOLUTION

BE IT RESOLVED that the Board of Education approves the elimination of the Autism Special Education class for the 2013-2014 school year. Moved by A. Planer, seconded by L. Riggio. On

roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-091

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, 9; nays, 0.

Action 14-092

RESOLUTION

BE IT RESOLVED that the Board of Education approves to increase the gifted and talented consulting services with Ingenuity Academic Talent Center, Flemington, NJ from 10 hours at \$100.00 per hour to 20 hours, for a total not to exceed \$2,000.00. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

Action 14-093

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, 9; nays, 0.

Action 14-094

RESOLUTION

BE IT RESOLVED that the Board of Education approves Wendy Lamparelli, as a nursing consultant, at an hourly rate of \$71.00, not to exceed \$2,000.00, including mileage reimbursement, as recommended by the Chief School Administrator. Moved by A. Planer, seconded by L. Riggio. On roll call vote, resolution was ADOPTED as follows ayes, 9; nays, 0.

PERSONNEL COMMITTEE

Action 14-095

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:

*Mandee Pauch – Teacher/Instructional Aide
Dania Schreiber – Teacher/Instructional Aide
Sara Scott – Teacher/Instructional Aide
Lisa Towle – Teacher/Instructional Aide
Allison Griffiths – Teacher/Instructional Aide
Barbara Callahan – Nurse
Jessica Ziemba – Nurse
MaryAnn Egidio – Secretary
Stacy Blake – Secretary
Karen Mazerolle – Secretary*

Jennifer Wright - Secretary

Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-096

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 K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-097

RESOLUTION

BE IT RESOLVED that the Board of Education approves to hire Michael Matlack, Teacher, PCN# TCH-EL-SPED-7, at Step 2MA at a pro-rated salary of \$46,197, effective October 7, 2013 through June 30, 2014, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-098

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the resignation of Jennifer Testa, Teacher, effective December 6, 2013. Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-099

RESOLUTION

BE IT RESOLVED that the Board of Education approves to hire Paul Tomko, student computer technician, on an as needed basis, at an hourly rate of \$13.00 per hour for the 2013-2014 school year, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-100

RESOLUTION

BE IT RESOLVED that the Board of Education approves to create an additional Cafeteria Aide position, PCN#SPT-EL-CAFT-NA-4, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-101

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the resignation of Debra Applegate, Speech Teacher, effective November 8, 2013. Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-102**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to hire Heather Gares, Part-Time Special Education Teacher, PCN# TCH-EL-SPED-FL-2, at (.5) Step BA1, at a pro-rated salary of \$19,208.00, effective November 4, 2013 through June 30, 2014, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0

Action 14-103**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to hire Heather Gares, Part-Time Instructional Aide, PCN# SPT-EL-SPEC-FL-1, at a pro-rated salary of \$8,615.00, effective November 4, 2013 through June 30, 2014, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-104**RESOLUTION**

BE IT RESOLVED that the Board of Education approves to hire Angela Caccese, Speech Teacher, PCN# TCH-EL-SPCH-FL-2, at (.8) Step MA3, at a pro-rated salary of \$32,657.00, effective November 11, 2013 through June 30, 2014, as recommended by the Chief School Administrator. Moved by K. Bloom, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0

OPERATIONS COMMITTEE – Update on Meeting

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

On Tuesday, October 15, 2013 for routes #1, #2 and #3, on Wednesday, October 16, 2013 for routes #4, #5 and #6, on Thursday, October 17, 2013 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 14-105**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the disposal of the following damaged computer equipment:

Smart Tables – Fixed Asset #01620, #01621 and #01622

Moved by A. Planer, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0

Action 14-106**RESOLUTION**

BE IT RESOLVED that the Board of Education approves the attached contract with Spiezle Architectural Group for architectural and engineering design and drawing to upgrade the

exhaust system in the gymnasium at a cost of \$12,800.00. Moved by A. Planer, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0

POLICY COMMITTEE

Action 14-107

RESOLUTION

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

#3144.3 – Suspension upon Certification of Tenure Charge

#3144.12 – Certification of Tenure Charges Inefficiency

#3372 – Teaching Staff Member Tenure Acquisition

Moved by A. Planner, seconded by J. Lonergan. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

FINANCE COMMITTEE

Action 14-108

RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2014-2015 Budget Calendar. Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-109

RESOLUTION

BE IT RESOLVED that the Board of Education accepts the June 30, 2013 Comprehensive Annual Financial Report (CAFR), with no audit recommendations. Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 14-110

RESOLUTION

BE IT RESOLVED that the Board of Education approves to increase the Teacher/Instructional Aide substitute rate from \$85.00 per day to \$95.00 per day, effective November 1, 2013. Moved by L. Riggio, seconded by G. Karlsrud. On roll call vote, resolution was ADOPTED as follows: ayes, 9; nays, 0.

COMMUNICATIONS COMMITTEE – Update on Meeting

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

Mr. DePinto shared information from the NJSBA Conference on the Legal Update and the presentation by the DelVal students and staff on the use of technology.

OLD BUSINESS

**RECOGNITION
OF THE PUBLIC:**

Teachers: Eileen Ricardo, Loraine Schermerhorn
Parents: Mrs. Drake, Mrs. Sklodowski, Mrs. Combs, Ms. Rupert

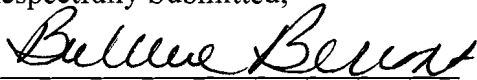
Mrs. Drake asked about the nursing consultant and Ms. Rupert expressed her concerns about the limits on choice students.

Action 14-111

RESOLUTION

BE IT RESOLVED that the Board of Education adjourned the meeting at 9:40 p.m. Moved by A. Planer, seconded by L. Riggio. Resolution was ADOPTED as follows: ayes 9; nays, 0.

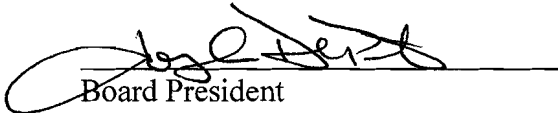
Respectfully Submitted,



Bobbie Beriont
School Business Administrator/Board Secretary

Minutes prepared 11/01/13
Minutes remain unofficial until Board approval.

Approved:


Board President