

**FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION**

**February 8, 2016**

**EXECUTIVE SESSION – 6:00 P.M. – J.P. CASE ROOM D-111**

**REGULAR MEETING – 7:00 P.M. – J.P. CASE ROOM B-132**

I. Call to Order by the Board President

II. Sunshine Law – Be advised that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice of the date, time and agenda has been sent to the Hunterdon County Democrat and The Courier-News, and has been posted and filed with the Flemington Borough Clerk and the Raritan Township Clerk.

III. Roll Call

IV. Sunshine Resolution

Be It Resolved, by the Flemington-Raritan Regional Board of Education that it does hereby determine that it is necessary to meet in executive session to discuss the matters stipulated, in conformance with the Open Public Meetings Act, Chapter 231 P.L. 1975.

Personnel/Litigation

The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.

V. Pledge of Allegiance

VI. District Mission Statement

The Flemington-Raritan Regional Schools provides our students with an exceptional education, empowering them to become problem solvers, collaborators and critical thinkers. The district creates a culture in which students act responsibly and communicate effectively in preparing to become productive citizens in a changing, global society. It is the expectation of the Flemington-Raritan Regional School District that all pupils achieve the New Jersey Core Curriculum Content Standards at all grade levels.

VII. Approval of Minutes – Executive Session – January 27, 2016  
Regular Meeting – January 27, 2016

VIII. Citizens Address the Board

This is the portion of our meeting reserved for public comment pursuant to N.J.S.A. 10:4-12(a), the Open Public Meetings Act. Members of the public are invited to address the Board according to the Board's policy and bylaws. Please be aware that this portion is your opportunity to comment, and is not a forum for the Board to respond to your comments. However, the Board will certainly give all comments appropriate consideration.

IX. Superintendent's Report - Barley Sheaf School Showcase

X. Report of the Standing Committees and Appointments

**A. PERSONNEL – Eric Liszt, Chairperson – February 18, 2016**

**THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:**

**Certified Staff – Appointments, Resignations & Leaves of Absence**

1. Approval to adopt a revised job description for J.P. Case Middle School Coach, as attached.

2. Approval to accept the resignation for the purpose of retirement of Debera **Glessner**, Resource Center Teacher at Copper Hill School, effective June 30, 2016.
3. Approval for Karen **Slagle**, Director of Special Services, to take a medical leave effective February 3, 2016 to March 1, 2016.
4. Approval to amend the motion of November 23, 2015:

for the following staff members to take a maternity leave as follows:

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
b.	Tenkate	Kelliann	RH	Vice Principal	Disability Leave	February 15, 2016-March 15, 2016
					Personal Days	March 16, 2016-March 21, 2016
					Family Leave/NJ Paid	March 22, 2016-April 29, 2016

to read:

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
b.	Tenkate	Kelliann	RH	Vice Principal	Disability Leave	<b>January 29, 2016-February 26, 2016</b>
					Personal Days	<b>February 29, 2016-March 3, 2016</b>
					Family Leave/NJ Paid	<b>March 4, 2016-April 29, 2016</b>

5. Approval for Anthony **Benedetti**, Health & Physical Education Teacher at Copper Hill School, to take a medical leave from February 4, 2016 through February 16, 2016.
6. Approval to employ the following staff member to take a maternity leave as follows:

Item	Last Name	First Name	Loc.	Grade	Leave	Anticipated Date(s)
1.	Litchfield	Kristen	RFIS	Grade 5	Disability Leave	May 5, 2016-June 30, 2016

**Non-Certified Staff – Appointments, Resignations & Leaves of Absence**

7. Approval for the following certificated staff member to take days without pay for personal reasons:

Item	Last Name	First Name	Position	Location	Dates
1.	Roethke	Melinda	Payroll Secretary	CO	March 11, 2016

**All Staff – Additional Compensation**

8. Approval to compensate the following retired staff member for unused sick days as per the FREA contract:

Item	Last Name	First	Position/Location	Sick days
1.	Nielsen	Lynn	LDT-C/Special Services	101

9. Approval to employ the following staff members for additional compensation during the 2015-2016 school year.

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate/Stipend
1.	Scheaffer	Timothy	RFIS	CPR/AED-ERT	3	\$33.78/hr.
2.	Flavin	Patricia	CH	Home Instruction	100	\$30.62/hr.

**Substitutes**

10. Approval to employ the following applicant(s) as a Substitute(s) for the 2015-2016 school year pending fingerprinting:

Item	Last Name	First Name
1.	Tronolone	Ashley

**Field Placements**

11. Approval for the following student to observe Social Studies classes as part of his 24 hour program requirement for a maximum of 4 hours during the month February and March 2016.

Item	Last Name	First Name	Location	College
1.	MacFayden	Robert	J.P. Case Middle School	Middlesex County College

12. Approval for the following student to observe music classes as part of her Educational Psychology curriculum for a maximum of 12 hours during the month of March 2016.

Item	Last Name	First Name	Location	College
1.	Collins	Janna	J.P. Case Middle School	West Chester University

13. Approval of the following student teacher for the 2015-2016 school year, pending fingerprinting:

Item	Candidate/College/Univ.	Cooperating Teacher	Position/Location	Dates
1.	Kenneth Hamilton/College of NJ	Susan Guckin	Music/Reading-Fleming Intermediate	March 14, 2016-May 6, 2016

**B. CURRICULUM, PROFESSIONAL DEVELOPMENT, ASSESSMENT, TECHNOLOGY, AND GRANTS – Anna Fallon, Chairperson, Next Meeting – February 10, 2016**

1. Approval to employ the following consultants during the 2015-2016 school year.

Item	Consultant	Location	Purpose	Number of Days	Max. Fee per Day
1.	TumbleJam LLC	JPC	Music Department Presenter	1	\$375
2.	Envision Math	RFIS	Demonstration Lesson	1	\$0

2. Approval to employ the following staff members, or their alternates, for additional compensation during the 2015- 2016 school year. If alternates are necessary, their employment will be confirmed as replacements at no additional cost.

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate
1.	Agabiti	Joseph	JPC	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
2.	Assini	Andrew	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
3.	Borawski	Jason	JPC	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
4.	Burns	Rebecca	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
5.	Casterline	Christine	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
6.	Cook	Diane	CH	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
7.	DeCanio	Daniel	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
8.	DeLorenzo	Kristin	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
9.	Gardner	Elizabeth	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
10.	Hennessey	Elizabeth	RFIS	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
11.	Hering	Carly	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
12.	Klein	Lea	FAD	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
13.	Litchfield	Kristen	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
14.	Lucchetto	Laura	CH	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
15.	Meyer	Misti	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
16.	Shirvanian	Daniel	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
17.	Truncale	Christopher	BS	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
18.	Vala	Susan	RFIS	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
19.	Vita	Matthew	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.

3. Approval of the following field trip(s) for the 2015- 2016 school year.

Item	Grade/Group	School	Destination	Anticipated Date	Cost	Funding Source
1.	Grades 5&6 Student Council	RFIS	Students will go to JPC to assist with the senior citizen luncheon and musical preview	February 25, 2016	\$60	PTO

4. Approval to accept the following curriculum, professional development, and/or technology-related donations.

Item	Donation	Value	Location	Funding Source
1.	The Ways of Water Assembly	\$750	CH	Hunterdon County Clean Communities
2.	Lenape Village Simulation for Grade 3	\$841	RH	PTO
3.	<u>Stone Fox</u> by John Reynolds (25 copies)	\$27.90	FAD	PTO
4.	<u>Addie Dvoor and the Farm</u> by Emily Schalk (8 copies)	\$50	BS	Emily Schalk
5.	<u>Addie Dvoor and the Farm</u> by Emily Schalk (5 copies)	\$31.25	CH	Emily Schalk
6.	<u>Addie Dvoor and the Farm</u> by Emily Schalk (6 copies)	\$37.50	FAD	Emily Schalk
7.	<u>Addie Dvoor and the Farm</u> by Emily Schalk (8 copies)	\$50	RH	Emily Schalk

5. Approval of the following travel expenditures for staff members or their designated alternate to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and professional development plans.

Item	Last Name	First Name	Workshop/ Conference	Dates	Includes (see below)	Max. Amount
1.	DiBetta	Crystal	Judy Freeman's Winners! Workshop, Somerset, NJ	May 18, 2016	R,M	\$225
2.	Glanzmann	Deborah	Judy Freeman's Winners! Workshop, Somerset, NJ	May 18, 2016	R	\$199
3.	Weil	Meredith	Judy Freeman's Winners! Workshop, Somerset, NJ	May 18, 2016	R	\$199
4.	Cortelezzi	Peggy	Foreign Language Educators of NJ Conference, New Brunswick, NJ	February 27, 2016	R,M	\$190
5.	Hrabovecky	Gloria	Foreign Language Educators of NJ Conference, New Brunswick, NJ	February 27, 2016	R,M	\$190
6.	Peake	Nydia	Foreign Language Educators of NJ Conference, New Brunswick, NJ	February 27, 2016	R,M	\$190
7.	Smith	Shannon	Foreign Language Educators of NJ Conference, New Brunswick, NJ	February 27, 2016	R,M	\$190
<b>R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other</b>						

**C. FACILITIES/OPERATIONS - Sandra Borucki, Chairperson, Next Meeting – March 8, 2016**

1. Approval to authorize the Business Administrator/Board Secretary to advertise and accept bids for the districts Fire Alarm/Detection System.

**D. TRANSPORTATION – Laurie Markowski, Chairperson, Next Meeting – February 10, 2016**

**E. FINANCE - Bruce Davidson, Chairperson, Next Meeting – February 17, 2016**

1. Approval to make payment to KDH Enterprises, Inc., as outlined below:

Vendor#/Name	PO#	Account#/Description	Check#/Check Amount
KDH Enterprises Inc./3073	16-5170	11-000-219-390-000-06-06/OTH PURCH SERV. – CHILD	\$ 75.00
		20-250-200-300-000-00-16/IDEA B:PURCH PROF 15-16	\$2,700.00
		20-250-200-300-000-00-16/IDEA B:PURCH PROF 15-16	\$4,800.00
		<b>Total for KDH ENTERPRISES INC/3073</b>	<b>Check #32100 -\$7,575.00</b>

**F. POLICY DEVELOPMENT – Marianne Kenny, Chairperson, Next Meeting – March 15, 2016**

1. Approval to present the following new policy for first reading, as attached:
- a. 5337 P - Service Animals
  - b. 3224 P&R - Evaluation of Principals, Vice Principals, and Assistant Principals (M)
2. Approval to adopt the following revised policies and regulations, as attached:
- a. 1240 P&R – Evaluation of Superintendent (M)
  - b. 3221 P&R – Evaluation of Teachers (M)
  - c. 3222 P&R – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)
  - d. 3223 P&R – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
  - e. 3431.1 P – Family Leave (M)
  - f. 4431.1 P – Family Leave (M)
  - g. 5350 R – Pupil Suicide (*Regulation only*)
  - h. 5516 P – Use of Electronic Communication and Recording Devices (ECRD) (M)
  - i. 8630 R – Emergency School Bus Procedures (*Regulation only*)

**G. MISCELLANEOUS/RELATED SERVICES – Michael Stager, Chairperson (Special Services), Next Meeting – February 18, 2016**

**Information**

1. Harassment, Intimidation & Bullying Investigations for the 2015-2016 school year:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
Robert Hunter	1/9/16	1	No	None
Copper Hill	October 2015 through January 2016	1	No	Remedial measures outlined in report.
Copper Hill	October 2015 through January 2016	2	No	Remedial measures outlined in report.
Copper Hill	October 2015 through January 2016	3	No	Remedial measures outlined in report.

2. Suspensions:

Date	School	Infraction	Length
1/14/16 1/19/16	JPC	Inappropriate use of social media.	2 Days
1/14/16 1/19/16	JPC	Inappropriate use of social media.	2 Days
1/14/16 1/19/16	JPC	Inappropriate use of social media.	2 Days
1/14/16 1/19/16	JPC	Inappropriate use of social media.	2 Days

3. Drills to date for the 2015-2016 School Year:

Month	Fire Drills					
	BS	CH	FAD	JPC	RFIS	RH
September	9/9	9/8	9/11	9/9	9/3	9/15
October	10/7	10/7	10/23	10/20	10/22	10/16
November	11/2	11/2	11/20	11/2	11/11	11/23
December	12/14	12/3	12/7	12/21	12/9	12/4
January	1/22	1/28	1/28	1/8	1/14	1/26
Month	Security					
	BS	CH	FAD	JPC	RFIS	RH
September	9/22	9/17	9/16	9/17	9/15	9/22
October	10/22	10/23	10/27	10/15	10/08	10/23
November	11/20	11/4	11/11	11/23	11/23	11/12
December	12/22	12/17	12/16	12/8	12/10	12/22
January	1/15	1/5	1/15	1/15	1/15	1/15

**Action Items**

1. Approval to adopt the revised 2015-2016 Student Calendar, as attached.
2. Approval to adopt the revised 2015-2016 Secretary Calendar, as attached.
3. Approval to adopt the J.P. Case Middle School Coaching Handbook, as attached.
4. Approval for student #4535134070 to attend Hunterdon Preparatory School for the remainder of the 2015-2016 school year at a per diem rate of \$242.40. Flemington-Raritan Regional School District to provide transportation.
5. Approval to amend the motion of January 25, 2016.

for UHS of Doylestown/Foundations Behavioral Health to provide student bedside instruction as medically necessary during the 2015-2016 school year at a rate of \$30.62 per hour.

to read:

**Approval to confirm** UHS of Doylestown/Foundations Behavioral Health to provide student bedside instruction as medically necessary during the 2015-2016 school year at a rate of **\$50** per hour.

- XI. Correspondence
- XII. Old Business
- XIII. New Business
- XIV. Citizens Address the Board

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XV. Sunshine Resolution

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XVI. Adjourn

2016 Board Meetings

February 22

March 7 – Francis A. Desmares School Showcase

March 21 – Robert Hunter School Showcase

April 11 – Copper Hill School Showcase

April 25

May 9-Reorganization of the District/Work Session/Regular Meeting & 23

June 13 & 27

July 18

August 22

September 12 & 26

October 10 & 24

November 14 & 28

December 12