

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION

JULY 24, 2013

REGULAR MEETING – 6:00 P.M. - J.P. CASE AUDITORIUM

I. Call to Order by the Board President in the J.P. Case Auditorium

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. Pledge of Allegiance

V. District Mission Statement

The Flemington-Raritan Regional Schools provide 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.

VI. Approval of Minutes – Executive Sessions - June 17, 2013 (Session 1) & (Session 2)
Regular Meeting - June 17 & July 8, 2013

VII. Superintendent's Report – HIB Self-Assessment Results

VIII. Citizens Address the Board

IX. Reports of the Secretary and Treasurer of School Monies

X. Report of the Standing Committees and Appointments

A. PERSONNEL – Dennis Copeland, Chairperson – Next Meeting, TBD

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

Certified Staff – Appointments, Resignations & Leaves of Absence

1. Approval of the Superintendent's Merit Goal for the 2013-2014 school year, as attached.
2. Approval of the Board of Education's, District's and Principals' Goals for the 2013-2014 school year, as attached.
3. Approval to employ David **Waxman**, 10-month Vice-Principal at Reading-Fleming Intermediate School, effective September 1, 2013. Salary to be \$83,000. Fingerprinting and health exam required.
4. Approval of the revised job description for the Anti-Bullying Coordinator, as attached.
5. Approval to appoint the following staff member for the 2013-2014 school year as follows:

Item	Last Name	First Name	Position/Location	Appointment
a.	O'Brien	Megan	School Counselor/JPC	Anti-Bullying Specialist

6. Approval to amend the motion of February 25, 2013:

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

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Ritter	Jamie	CH	Gr. 1	Disability Leave	June 10, 2013-June 28, 2013
					Family Leave/NJ Paid	September 3, 2013-November 4, 2013

to read:

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Ritter	Jamie	CH	Gr. 1	Disability Leave	June 10, 2013-June 28, 2013
					Family Leave/NJ Paid	September 3, 2013- November 3, 2013

7. Approval to employ the following maternity leave replacements. These candidates will be highly-qualified for these positions. Fingerprinting and health exam required.

Item	Last Name	First Name	Position/Replacing/ Loc	Dates	Salary/Degree/Step	Certification/College
a.	Timpson	Stacy	Support Skills-.5/ Erin Mason/CH	September 3, 2013- October 1, 2013	Per Diem Sub Pay	Elementary School Teacher, CE-Students With Disabilities/Long Island University
				October 2, 2013- January 4, 2014	\$26,547.50 prorated/ MA/5	
b.	Burkhardt	Kristen	Grade 6 Science/ Jennifer Pavuk	September 3, 2013- October 1, 2013	Per Diem Sub Pay	Teacher of Biological Science/Kean University
				October 2, 2013- November 3, 2013	\$48,770 prorated/ BA/1	

8. Approval to amend the motion of July 8, 2013:

to transfer the following staff member for the 2013-2014 school year:

Item	Last Name	First Name	From/Location	To/Location
c.	Kassick	Joseph	1.0 Reading Recovery Teacher Leader/BS & CH	1.0 Reading Recovery Teacher Leader/RH

to read:

Item	Last Name	First Name	From/Location	To/Location
c.	Kassick	Joseph	1.0 Reading Recovery Teacher Leader/BS & CH	1.0 Reading Recovery Teacher Leader/ CH & RH

9. Approval for Jennifer **Pavuk**, Grade 6 Science Teacher at Reading-Fleming Intermediate School, to take an unpaid family medical leave (FMLA) from September 25, 2013-November 1, 2013.

10. Approval to amend the motion of June 17, 2013:

to appoint the following mentor for the 2013-2014 school year. Stipend to be \$550 mentoring per year, prorated as needed.

Item	Mentor	Mentor's Location	Novice Teacher
a.	Christopher Truncale	Barley Sheaf	Martin Hernandez

to read:

Item	Mentor	Mentor's Location	Novice Teacher
a.	Christopher Truncale	Barley Sheaf	Danielle Martini

Non Certified Staff – Appointments, Resignations & Leaves of Absence

11. Approval to accept the resignation of Analuiza **Headley**, Cafeteria Aide at Francis A. Desmares School, effective July 8, 2013.

All Staff – Additional Compensation

12. Approval to employ the following staff members for additional compensation during the 2013-2014 school year:

Item	Last Name	First Name	Location	Purpose	Max. # of Hours	Rate/Stipend
a.	Benedetti	Anthony	CH	Bus Duty .5 hours per day	N/A	\$21.12/ per hr
b.	Mandell	Judith	CH	Bus Duty .5 hours per day	N/A	\$21.12/ per hr
c.	Loreti	Regina	CH	Kindergarten Orientation	3/hrs.	Hourly
d.	Royer	Leslie	CH	Kindergarten Orientation	3/hrs.	Hourly
e.	Dysart	Michelle	CH	Kindergarten Orientation	2/hrs.	Hourly
f.	Cohn	Michelle	CH	Kindergarten Orientation	2/hrs.	Hourly
g.	Griffith	Deborah	CH	Kindergarten Orientation	2/hrs.	Hourly
h.	Cherill	Ashley	JPC	CPR/AED/First Aid-Coach	6/hrs.	\$33.78
i.	Hrabovecky	Gloria	JPC	CPR/AED/First Aid-Coach	6/hrs.	\$33.78
j.	Waxman	David	RFIS	Summer Hours	20/hrs	Hourly
k.	Petersen	Christine	RH	Kindergarten Orientation	1/hr.	Hourly
l.	Rainey	Elizabeth	RH	Kindergarten Orientation	2/hrs.	Hourly
m.	Van Saun	Katherine	RH	Kindergarten Orientation	1/hrs.	Hourly

Substitutes

13. Approval to employ the following applicants as Substitutes for the 2013-2014 school year pending fingerprinting:

Item	Last Name	First Name	Position(s)	Certification(s)
a.	Abel	Mary Frances	Teacher, Teacher Assistant	Standard-Teacher of the Handicapped
b.	Headley	Analuzia	Teacher, Teacher Assistant	Substitute Certificate
c.	Gohil	Neha	Teacher, Teacher Assistant	Substitute Certificate
d.	Roethke	Melinda	Secretary	Substitute Certificate
e.	Greenbaum	Amy	Teacher, Teacher Assistant	Standard-Elementary School Teacher
f.	Parisi	Emily	Teacher, Teacher Assistant, Library Clerk, Cafeteria Aide, Secretary	Substitute Certificate

Field Placements

14. Approval for the following students to observe classes during the 2013-2014 school year:

Item	Last Name	First Name	From	Location
a.	Sirusas	John	Raritan Valley Community College	Copper Hill

Professional Development/Travel

15. 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 the district's professional development plan.

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (See Below)	Max. Amt.
a.	Hutto	Becky	Responsive Classroom Leadership Conference, Cambridge, MA	November 18-19, 2013	R	\$445
b.	Skiba	Jennifer	Orton-Gillingham Training Addressing Core National Standards, Secaucus, NJ	August 12-16, 2013	R, M, O	\$1185
c.	Godby	Kaitlin	Orton-Gillingham Training Addressing Core National Standards, Secaucus, NJ	August 12-16, 2013	R, M, O	\$1185
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

B. CURRICULUM – Anna Fallon, Chairperson, Next Meeting – TBD

C. FACILITIES/OPERATIONS – Robin Behn, Chairperson, Next Meeting – TBD

1. Approval of the following Resolution:

WHEREAS, the Flemington-Raritan Regional School District Board of Education (the “Board”), a regular operating public school district in the State of New Jersey has identified certain anticipated capital improvement projects (the “Projects”) for which it wishes to seek the approval of the New Jersey Department of Education (“DOE”); and

WHEREAS, the anticipated Projects identified by the Board are as follows:

- a. **Reading Fleming Intermediate School (Level 1):**
 - i. Roof Replacement at the Upper and Lower Gymnasiums
 - ii. Lower Gymnasium Heating Unit Replacement
 - iii. Security Upgrades
 - iv. Replace Board Office HVAC
- b. **Reading Fleming Intermediate School (Level 2):**
 - i. Replace Lower Gymnasium Floor System
 - ii. Site Improvements (Sidewalk, Curbing and Lot Paving Upgrades)
- c. **Barley Sheaf Elementary School (Level 1):**
 - i. Fire Alarm System Replacement
 - ii. Security Upgrades
- d. **Barley Sheaf Elementary School (Level 2):**
 - i. Site Improvements (Sidewalk, Curbing and Lot Paving Upgrades)
- e. **Robert Hunter Elementary School (Level 1):**
 - i. Security Upgrades
- f. **Robert Hunter Elementary School (Level 2):**
 - i. Site Improvements (Sidewalk, Curbing and Lot Paving Upgrades)

g. Francis A. Desmares Elementary School (Level 1):

- i. Security Upgrades

h. Francis A. Desmares Elementary School (Level 2):

- i. Floor Repairs to the Cafeteria and Lobby Space

i. Copper Hill Elementary School (Level 1):

- i. Gymnasium HVAC Unit Replacement
- ii. Security Upgrades
- iii. Site Improvements – drainage improvements

j. Copper Hill Elementary School (Level 2):

- i. Floor Repairs to the Cafeteria and Lobby Space

k. J.P. Case Middle School (Level 1):

- i. Security Upgrades
- ii. Site Improvements – drainage improvements

WHEREAS, the Board, through its architect DiGroupArchitecture, LLC (the “Architect”), intends to submit a separate application for each Project to the DOE for approval; and

WHEREAS, in connection with the anticipated Projects, the Board has prepared an Amendment to its Long Range Facilities Plan (the “Plan”) to include each Project; and

WHEREAS, the Board, through the Architect, intends to submit the Amendment to the Plan to the DOE for approval; and

WHEREAS, the Board intends to request allocation of IV R.O.D. Grant funds in connection with the Projects.

NOW THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. The Board hereby authorizes the Architect to submit to the DOE for approval an application for each Project.

Section 2. The Board hereby authorizes the Architect to submit to the DOE for approval the Amendment to the Plan incorporating the Projects.

Section 3. The Board hereby authorizes the School Business Administrator/Board Secretary, in conjunction with the Architect, to request allocation of the IV R.O.D. Grant funds in connection with the Projects at a fee of \$19,250 plus reimbursable expenses, during the 2013-2014 school year.

D. TRANSPORTATION – Laurie Markowski, Chairperson, Next Meeting – July 10, 2013

E. FINANCE – Bruce Davidson, Chairperson, Next Meeting – TBD

1. Approval of the attached transfer list from June 12, 2013 to June 30, 2013.
2. Approval of the attached transfer list from July 1, 2013 to July 15, 2013.
3. Approval of the attached bill list for the month of June totaling \$1,647,630.81.
4. Approval of the attached bill list for the month of July totaling \$969,829.39.

F. REPRESENTATIVE TO THE COUNTY SCHOOL BOARDS ASSOCIATION – Robin Behn/Laurie Markowski

G. REPRESENTATIVE TO THE NJSBA/LEGISLATIVE ADVISOR – Laurie Markowski

H. POLICY DEVELOPMENT – Doris McGivney, Chairperson, Next Meeting – TBD

1. Approval of a 2nd reading and adoption of the following new policies, as attached:

7522	School District Provided Technology Devices to Staff Members (Policy)
7523	School District Provided Technology Devices to Pupils (Policy)

MISCELLANEOUS

Action Items

1. Approval to accept settlement for student #3050047391, as attached.
2. Approval for Lakeview School to provide nursing services for student #8861684276 during the 2013-2014 school year at a cost of \$24,024.
3. Approval for Douglass Developmental Disabilities Center to conduct student evaluations during the 2013-2014 school year at a rate not to exceed \$3,000 per evaluation.
4. Approval of the following revised district manuals for the 2013-2014 school year, as attached:
 - a. Crisis Communication
 - b. Crisis Response Handbook
 - c. Traumatic Loss Handbook
5. Approval to accept the Harassment, Intimidation & Bullying Self-Assessment Scores for each of the six schools in the Flemington Raritan Regional School District and for the Superintendent to submit the Statement of Assurances and data to the New Jersey Department of Education (NJDOE), as attached.
6. Approval to authorize the procurement of goods and services through the attached revised list of state contract vendors for the 2013-2014 school year.
7. Approval to contract with CRS Advanced Technology (Subfinder) as our service provider for substitute employees for the 2013-2014 school year at an annual cost \$6,311.10.
8. Approval to amend the motion of July 8, 2013:

of the following classrooms for Dual Use and Toilet Use for the 2013-2014 school year:

School	Room #	Uses
Barley Sheaf	4	Toilet Use for K Classroom
Francis A. Desmares	5	ESL & Student Support
Francis A. Desmares	8	Reading Recovery & Reading Support
Francis A. Desmares	27	2 Student Support
Robert Hunter	100	Reading Recovery & Student Support
Robert Hunter	113	2 Student Support
Robert Hunter	115	2 Resource Center
Robert Hunter	119	Resource Center & OT/PT
Robert Hunter	121	2 Resource Center
Robert Hunter	127	Resource Center & Student Support
Robert Hunter	136	G&T Math & Stretch Programs
Reading-Fleming	24	2 Student Support
Reading-Fleming	103	Multiple Disabled & Speech

to read:

of the following classrooms for Dual Use and Toilet Use for the 2013-2014 school year:

School	Room #	Uses
Barley Sheaf	4	Toilet Use for K Classroom
Francis A. Desmares	5	ESL & Student Support
Francis A. Desmares	8	Reading Recovery & Reading Support
Francis A. Desmares	27	2 Student Support
Robert Hunter	100	Reading Recovery & Student Support
Robert Hunter	113	2 Student Support
Robert Hunter	115	2 Resource Center
Robert Hunter	119	Resource Center & OT/PT
Robert Hunter	127	Resource Center & Student Support
Robert Hunter	136	G&T Math & Stretch Programs
Reading-Fleming	24	2 Student Support
Reading-Fleming	103	Multiple Disabled & Speech

The following room was removed:

Robert Hunter	121	2 Resource Center
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XI. Correspondence

XII. Old Business

XIII. New Business

XIV. Citizens Address the Board

XV. 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.

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.

XVI. Adjourn

Upcoming Board Meetings

August 26

September 9

September 23

October 7

October 21

November 4

November 18

December 2

December 16