

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION

JUNE 3, 2013

REGULAR MEETING – 7:00 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 Session – May 20, 2013
Regular Meeting – May 20, 2013

VII. Citizens Address the Board

VIII. Superintendent's Report

- Ethics Presentation – Mary Ann Friedman, NJSBA
- Demographic Report by Ross Haber Associates
- Project-Based Learning Presentation by Robert Castellano, Principal, J.P. Case Middle School and Committee Members Elizabeth Roll, Melissa Stager, Cristin Fowler, Oliver Blay, Marisa Handren, Joseph Agabiti, Sandra Pollock and Michael Mitchell
- Education Foundation Update presented by Foundation Officers

IX. Report of the Standing Committees and Appointments

A. PERSONNEL – Dennis Copeland, Chairperson – Next Meeting, June 18, 2013

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

Certified Staff – Appointments, Resignations & Leaves of Absence

1. Approval to send the evaluation of Gregory T. **Nolan**, Superintendent of Schools, to the Executive County Superintendent for review and approval.
2. Approval to accept the resignation of Jessica **Barnes**, Resource Center Teacher at J.P. Case Middle School, effective June 30, 2013.
3. Approval to accept the resignation of Janell **Lachner**, Preschool Teacher at Copper Hill School, effective June 30, 2013.

4. Approval to accept the resignation of Cynthia **Falowski**, Grade 5 Teacher at Reading-Fleming Intermediate School, effective June 30, 2013.
5. Approval to amend the motion of May 20, 2013 item #3:

to increase Reparata Skove, .4 Health & Physical Education Teacher at Copper Hill School, to .5 Health & Physical Education Teacher at Copper Hill School, effective September 3, 2013. Salary to be \$48,080.

to read:

to increase Reparata Skove, .4 Health & Physical Education Teacher at Copper Hill School, to .5 Health & Physical Education Teacher at Copper Hill School, effective September 3, 2013. Salary to be **\$40,080**.

6. Approval to transfer Lorne **Howard**, .5 Support Skills Teacher at Barley Sheaf School, to full-time (1.0) Grade 2 Teacher at Barley Sheaf School, effective September 3, 2013. Salary to be \$49,895.
7. Approval to appoint the following staff members as follows for the 2012-2013 school year:

Item	Last Name	First Name	Position/Location	Appointment
a.	Albanese	Heather	School Counselor/RFIS	Anti-Bullying Specialist
b.	John	Lindsay	School Counselor/RFIS	Anti-Bullying Specialist

8. Approval for the following maternity leave replacements. These candidates will be highly-qualified for this position. Fingerprinting and health exam required.

Item	Last Name	First Name	Position/ Loc/Replacing	Dates	Salary/Degree/Step	Certification/ College
a.	Blackadar	Katherine	Kindergarten/Project Achieve/RH/ Danielle Rynearson	September 3, 2013- September 30, 2013	Per Diem Sub Pay	Elementary K-5/Rutgers
				October 1, 2013- April 1, 2014	\$51,970/MA/Step 1	
b.	Figel	Carrie	Grade 1/BS/ Suzanne Galletta	September 3, 2013- September 30, 2013	Per Diem Sub Pay	Elementary School Teacher/ College of NJ
				October 1, 2013- December 4, 2013	\$51,970/MA/Step 1	

9. Approval for the following staff member to take a maternity leave as follows:

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	McNamara	Erin	CH	Stretch	Disability Leave Family Leave/NJ Paid Childcare Leave	September 3, 2013-September 24, 2013 September 25, 2013-December 13, 2013 December 16, 2013-January 1, 2014

10. Approval to transfer the following certified staff member(s) for the 2013-2014 school year:

Item	Last Name	First Name	From/Location	To/Location
a.	Jones	Robert	Grade 3/Robert Hunter	Grade 4/Robert Hunter
b.	Pierson	Jenni Lee	Grade 2/Barley Sheaf	Reading Recovery/Barley Sheaf

11. Approval to amend the salary of Ashley **Gleason**, Grade 3 Teacher at Copper Hill School, to reflect attainment of a bachelor's degree plus 15 credits.

Salary Year	From	To	Effective Date
2012-2013	\$48,390	\$49,390	May 10, 2013
2013-2014	\$49,270	\$50,270	July 1, 2013

12. Approval to amend the salary of Cynthia **Assini**, Grade 8 Social Studies Teacher at J.P. Case Middle School, to reflect attainment of a master's degree plus 30 credits.

Salary Year	From	To	Effective Date
2012-2013	\$53,020	\$53,930	May 15, 2013
2013-2014	\$53,895	\$54,805	July 1, 2013

13. Approval to amend the motion of May 6, 2013 item 6 e, Appendix A (individual staff members listed below):

First Name	Last Name	Position	Location	2013-2014 Step/Degree	2013-2014 Salary	Longevity
Tiffani	Armstrong	Resource Center	RF	1/MA	\$51,970.00	N/A

to read:

First Name	Last Name	Position	Location	2013-2014 Step/Degree	2013-2014 Salary	Longevity
Tiffani	Armstrong	Resource Center	RF	2/MA	\$52,170.00	N/A

14. Approval to confirm the following staff members to take days without pay, for personal reasons:

Item	Last Name	First Name	Location	Date(s)
a.	Benedetti	Anthony	Copper Hill	5/24/2013
b.	Sokoloski	Lydia	Desmares	5/24/2013
c.	Barnes	Jessica	JP Case	5/28/2013, 5/30/2013
d.	Schilder	Kathleen	Desmares	5/22/2013
e.	Glanzmann	Debbie	Robert Hunter	6/19/2013 PM, 6/20/2013

Non Certified Staff – Appointments, Resignations & Leaves of Absence

15. Approval to employ Rita **Flynn** as .5 Health Office Secretary (Job Share) at Reading-Fleming Intermediate School, with a three-day and then two-day work week schedule, effective September 3, 2013 through June 30, 2014. Salary to be \$39,660 prorated, based on Step 2, with 1 year of experience, of the 2013-2014 10-Month Secretarial Guide. Fingerprinting and health exam required.

16. Approval to amend the motion of May 20, 2013:

to employ Kathy Carnovale as Payroll Secretary, for the 2012-2013 school year, effective upon fingerprint clearance. Salary to be \$45,144 prorated based on Step 1 of the 2012-2013 12-Month Secretarial Guide. Health exam required.

to read:

to employ Kathy Carnovale as Payroll Secretary, for the 2012-2013 school year, effective **June 3, 2013**. Salary to be \$45,144 prorated based on Step 1 of the 2012-2013 12-Month Secretarial Guide. Health exam required.

17. Approval to employ William **Andrews** for summer maintenance work, effective June 21, 2013 through August 30, 2013, pending fingerprints. Salary to be \$10 per hour.
18. Approval to employ Vincent **Pasquarelli** for summer maintenance work, effective June 21, 2013 through August 30, 2013, pending fingerprints. Salary to be \$10 per hour.
19. Approval to adopt a new job description for the position of Senior Computer Technician, as attached.

20. Approval to adopt revised job descriptions for the following positions, as attached:
- a. Library Clerk
 - b. Secretary to the Assistant Superintendent
 - c. Curriculum Office Secretary

All Staff – Additional Compensation

21. Approval to employ or confirm the employment of the following staff members for additional compensation during the 2012-2013 school year:

Item	Last Name	First Name	Loc	Purpose	Max. # of Hours	Rate
a.	Stephan	Laura	FAD	Project Achieve	2	Hourly rate not to exceed \$40/hr.
b.	Carmona	Eva	RH	NCLB ESL Learning Lab	20 hrs. shared	\$29.80/ hour
c.	Flavin	Patricia	RH	NCLB ESL Learning Lab	20 hrs. shared	\$29.80/hour
d.	Hoppe	Tamara	RH	NCLB ESL Learning Lab	20 hrs. shared	\$29.80/hour
e.	Marterella	Christine	RH	NCLB ESL Learning Lab	20 hrs. shared	\$29.80/hour
f.	Zarzecki	Erin	RH	NCLB ESL Learning Lab	20 hrs. shared	\$29.80/hour
g.	Cook	Diane	CH	iPad Initiative Training	35 hrs. shared	\$32.88/hour
h.	Flavin	Patricia	RH	iPad Initiative Training	35 hrs. shared	\$32.88/hour
i.	Hennessy	Elizabeth	RFIS	iPad Initiative Training	35 hrs. shared	\$32.88/hour
j.	Klein	Lea	FAD	iPad Initiative Training	35 hrs. shared	\$32.88/hour
k.	Truncale	Christopher	BS	iPad Initiative Training	35 hrs. shared	\$32.88/hour
l.	Cook	Diane	CH	Write Grades 3-4 Computer Benchmarks	40 hrs. shared	\$32.88/hour
m.	Flavin	Patricia	RH	Write Grades 3-4 Computer Benchmarks	40 hrs. shared	\$32.88/hour
n.	Klein	Lea	FAD	Write Grades 3-4 Computer Benchmarks	40 hrs. shared	\$32.88/hour
o.	Truncale	Christopher	BS	Write Grades 3-4 Computer Benchmarks	40 hrs. shared	\$32.88/hour

22. Approval to employ or confirm the employment of the following staff members for additional compensation during the 2013-2014 school year:

Item	Last Name	First Name	Loc	Purpose	Max. # of Hours	Rate
a.	Judson	Tommie Lou	RH	CPR/AED/First Aid Instructor	100	Hourly
b.	Ostenso	Ruth	RFIS	CPR/AED/First Aid Instructor	100	Hourly
c.	Rosengarden	Melanie	RH	CPR/AED/First Aid Instructor	100	Hourly
d.	Scheffels	Kathryn	CH	CPR/AED/First Aid Program Coordinator /Instructor/Prep	150	Hourly
e.	Ostenso	Ruth	RFIS	Blood Borne Pathogen Instructor	10	Hourly
f.	Bradley	Noreen	JPC	Health Office Prep	70	Hourly
g.	Judson	Tommie	RH	Health Office Prep	70	Hourly

		Lou				
h.	Kolvites	Kathleen	BS	Health Office Prep	70	Hourly
i.	Malzberg	Sharon	JPC	Health Office Prep	70	Hourly
j.	Ostenso	Ruth	RFIS	Health Office Prep	70	Hourly
k.	Rosengarden	Melanie	CH	Health Office Prep	70	Hourly
l.	Schilder	Kathleen	FAD	Health Office Prep	70	Hourly
m.	Corban	Jennifer	CH	Preschool Orientation	2	Hourly
n.	Genovese	Mary	BS	Preschool Orientation	2	Hourly
o.	Hoff	Kelly	CH	Preschool Orientation	2	Hourly
p.	Lachner	Janelle	CH	Preschool Orientation	2	Hourly
q.	Mazzetta	Kay	CH	Preschool Orientation	2	Hourly
r.	Ross	Dori	BS	Preschool Orientation	2	Hourly
s.	Cohn	Michelle	CH	Kindergarten Orientation	2	Hourly
t.	Murray	Jaclyn	BS	Kindergarten Orientation	2	Hourly
u.	Abrams	Karen	CST	Special Education Parent Meetings	2	Hourly
v.	Brennan	Elizabeth	CST	Special Education Parent Meetings	2	Hourly
w.	Douglass	Lynn	CST	Special Education Parent Meetings	2	Hourly
x.	Flanagan	Susan	CST	Special Education Parent Meetings	2	Hourly
y.	Boyd-Moscowitz	Jill	CST	Special Education Parent Meetings	2	Hourly
z.	Nielsen	Lynn	CST	Special Education Parent Meetings	2	Hourly
aa.	Shepperd	Sharon	CST	Special Education Parent Meetings	2	Hourly
bb.	Wong	May	CST	Special Education Parent Meetings	2	Hourly
cc.	Gleason	Ashley	CH	Summer Workshop Presentation	10	\$33.78/hour
dd.	Mitcheltree	Susan	CH	Summer Workshop Presentation	10	\$33.78/hour
ee.	Carmona	Eva	RH	NCLB Examiner for ESL Eligibility Screening	50 hrs. shared	Hourly not to exceed \$40/hr.
ff.	Dmitrenko	Irina	FAD	NCLB Examiner for ESL Eligibility Screening	50 hrs. shared	Hourly not to exceed \$40/hr.
gg.	McGovern	Susan	FAD	NCLB Examiner for ESL Eligibility Screening	50 hrs. shared	Hourly not to exceed \$40/hr.

Substitutes

23. Approval to employ the following applicants as Substitutes for the 2012-2013 school year pending fingerprinting:

Item	Last Name	First Name	Position(s)	Certification(s)
a.	Denti	Ashley	Teacher, Teacher Assistant	Substitute Certificate
b.	McDaniel-Webster	Sonja	Library Clerk, Cafeteria Aide, Secretary	N/A
c.	DeSalvo	Joy	Library Clerk, Cafeteria Aide, Secretary	N/A
d.	Perkins	Madison	Teacher, Teacher Assistant	Substitute Certificate

Field Placements

24. Approval for Kim Sigman, Technology Curriculum Coordinator from Washington Township Schools, to observe Wanda Smith's Grade 3 class at Copper Hill School during the 2012-2013 school year.

25. Approval for the following student(s) to observe classes during the 2012-2013 school year:

Item	Last Name	First Name	From	Location
a.	Barrett	Jayne	Middlesex Community College	JPC

26. Approval for the following student(s) to observe classes during the 2013-2014 school year:

Item	Last Name	First Name	From	Location
a.	SanGiorgio	Peter	Caldwell College	FAD

Professional Development/Travel

27. Approval of the following travel expenditures for staff member(s) 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.	Nolan	Gregory	Annual Superintendent's Conference, Shawnee, PA	September 26-27, 2013	R,L,F	\$160
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

B. CURRICULUM – Anna Fallon, Chairperson, Next Meeting – June 13, 2013

Approval to employ Candoris Technologies to provide technical assistance as part of the Virtual Server Environment Installation project during the 2013-2014 school year at a rate not to exceed \$7,500.

C. FACILITIES/OPERATIONS – Robin Behn, Chairperson, Next Meeting – June 26, 2013

D. TRANSPORTATION – Laurie Markowski, Chairperson, Next Meeting – June 12, 2013

Approval to accept the report of the school bus evacuation drills conducted pursuant to N.J.A.C. 6A:27-11.2, as attached.

E. FINANCE – Bruce Davidson, Chairperson, Next Meeting – June 5, 2013

1. Approval for the Business Administrator to approve the end-of-the-year transfers and bill list.
2. Approval for the Business Administrator to approve July and August transfers list and bill list as needed.
3. Approval to amend the preschool portion of the FY 13 IDEA-B grant by transferring \$4,778 from supplies into employee benefits, as a needed budget adjustment.

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 – June 25, 2013

1. Presentation of the following new policies and regulations for first reading, as attached.
 - a. Policy & Regulation 3230 – Outside Activities (Teaching Staff)
 - b. Policy & Regulation 4230 – Outside Activities (Support Staff)
 - c. Policy 6113 – E-Rate
2. Approval of the following revised policies and regulations, as attached.
 - a. Policy 0132 – Executive Authority
 - b. Policy 2415 – No Child Left Behind Programs
 - c. Policy 2431 – Athletic Competition
 - d. Regulation 2431.1 – Emergency Procedures for Athletic Practices and Competitions
 - e. Regulation 2431.2 – Medical Examinations to Determine Fitness for Participation in Athletics
 - f. Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries
 - g. Policy 6480 – Purchase of Food Supplies
 - h. Policy 8505 – School Nutrition/Wellness

I. MISCELLANEOUS

Information Items

1. Fire and Security Drills to date for the 2012-2013 School Year:

Month	Fire Drills					
	BS	CH	FAD	JPC	RFIS	RH
Sept	9/10	9/19	9/10	9/7	9/7	9/10
Oct	10/3	10/8	10/10	10/4	10/18	10/24
Nov	11/9	11/16	11/19	11/19	11/21	11/12
Dec	12/11	12/19	12/14	12/3	12/20	12/3
Jan	1/4	1/28	1/10	1/29	1/25	1/29
Feb	2/5	2/25	2/13	2/21	2/25	2/25
Mar	3/11	3/18	3/19	3/11	3/21	3/11
Apr	4/2	4/10	4/15	4/4	4/9	4/4
May	5/3	5/30	5/2	5/31	5/29	5/17

Month	Security					
	BS	CH	FAD	JPC	RFIS	RH
Sept	9/14	9/18	9/14	9/14	9/21	9/27
Oct	10/17	10/4	10/19	10/15	-----	10/9
Nov	11/19	11/26	11/9	11/28	11/28	11/29
Dec	12/17	12/17	12/10	12/18	12/10	12/11
Jan	1/15	1/24	1/30	1/14	1/28	1/29
Feb	2/20	2/27	2/27	2/26	2/27	2/27
Mar	3/19	3/20	-----	3/22	3/22	3/22
Apr	4/17	4/15	4/5, 4/26	4/15	4/26	4/23
May	5/16	5/24	5/29	5/7	5/23	5/28

2. Out of School Suspensions for the month of April:

School	Reason	Duration
Robert Hunter	Inappropriate conduct in the classroom	½ Day
Robert Hunter	Physical contact with teacher and classmate	1 Day
Robert Hunter	Inappropriate conduct in the classroom	½ Day

Action Items

1. Approval of the completion of the Flemington-Raritan Regional Board of Education requirements for promotion to 9th grade of the Grade 8 J. P. Case Middle School students, with our sincere congratulations, best wishes for success in high school, and thank you for their many contributions to the District.
2. Approval to authorize the procurement of goods and services through the attached revised list of state contract vendors for the 2012-2013 and 2013-2014 school year.
3. Approval of the following resolution:

GROUP INSURANCE PRODUCT PLATFORMS

Per the recommendation of its group insurance broker-of-record, Brown & Brown Benefit Advisors, Inc., the Board of Education hereby resolves, effective July 1, 2013, to add the following group medical & rx drug insurance product platforms to its Horizon Blue Cross Blue Shield of New Jersey policy for all district employees except members of the Flemington-Raritan Education Association (FREA) bargaining unit:

1. Direct Access
2. Exclusive Provider Organization (EPO)
3. High Deductible Health Plan (HSHP) with Health Savings Account (HSA) feature

These new plans are offered in addition to the current PPO plan and are available for the eligible staff members mentioned above on an optional basis.

Premium contributions will be required per NJPL 2011 Chapter 78.

4. Approval to employ Debra Baumann as a Behavioral Consultant during the 2013-2014 school year at a rate of \$75.00 per hour for up to 600 hours.
5. Approval to accept the following homeless students:

Item	Student ID
a.	6135783149
b.	8413191859
c.	4566381201

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

- XV. Adjourn
 - Upcoming Board Meetings
 - June 17– Board Self-Evaluation, 6 p.m.
 - Response to Intervention Presentation by Dr. Carol Baker
 - July 22 – Goal Setting, TBA
 - August 26
 - September 9
 - September 23
 - October 7
 - October 21
 - November 4
 - November 18
 - December 2
 - December 16