

**FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION**

**November 28, 2016**

**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. Pledge of Allegiance
- V. 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.
- VI. Superintendent's Report – Annual Financial Report by Paul Freda, Suplee, Clooney & Company
- VII. 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 by-laws. 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.
- VIII. Approval of Minutes – Regular Meeting – November 14, 2016
- IX. Reports of the Secretary and Treasurer of School Monies
- X. Report of the Standing Committees and Appointments

**A. PERSONNEL – Anna Fallon, Chairperson – December 13, 2016**

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

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

- 1. Approval to employ the following staff member for the 2016-2017 school year. Fingerprinting and health exam required.

Item	Last Name	First Name	Position/Loc.	Effective Date	Salary/Degree/Step	Certification/College
1.	Apgar	Sarah	Autism/RFIS	December 7, 2016	\$50,860 (prorated) BA/Step1	Provisional Elementary K-6/Centenary College

- 2. Approval to accept the resignation of Diana **Burge**, Learning Disabilities Teacher-Consultant, Special Services, effective January 15, 2017.
- 3. Approval to amend the motion of November 14, 2016 as follows:  
to confirm the following staff members to take a medical leave as follows:

Item	Last Name	First Name	Loc.	Grade	Leave	Anticipated Date(s)
1.	Bland	Daniel	CO	Assistant Superintendent	Medical Leave	October 25, 2016 - November 28, 2016

to read:

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
1.	Bland	Daniel	CO	Assistant Superintendent	Medical Leave	October 25, 2016 - <b>December 23, 2016</b>

4. Approval for the following staff member to take a medical leave as follows:

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
1.	Vitelli	Nicholas	BS	PE & Health	Medical Leave	January 9, 2017 - April 7, 2017

5. Approval to confirm the following staff member to take a medical leave as follows:

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
1.	Collins	Dana	CO	Supervisor of Math & Science	Medical Leave	November 17, 2016 - January 10, 2017

6. Approval to employ the following leave replacement for the 2016-2017 school year. Fingerprinting and health exam required.

Item	Last Name	First Name	Position/Replacing/Loc.	Effective Dates	Salary/Degree/Step	Certification/College
1.	Collins	Gina	Guidance Counselor/ Cynthia Povall/BS	November 29, 2016 - December 23, 2016	Sub Per Diem Pay	Student Personnel Services/The College of New Jersey

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

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
1.	Veneziano	Kimberly	CH	Resource Center	Disability Leave	February 6, 2017 - March 21, 2017
					FMLA/NJ Paid	March 22, 2017 - June 9, 2017
					Unpaid Leave	June 12, 2017 - June 30, 2017

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

8. Approval to confirm the resignation of Kay **Hayes**, Treasurer of School Monies, Central Office, effective November 16, 2016.
9. Approval to confirm the appointment of Raymond **Krov** as Treasurer of School Monies, Central Office, effective November 18, 2016 for the 2016-2017 school year.
10. Approval to accept the resignation of Gina **Nobile-Liskowacki**, Personnel Coordinator, Central Office, effective November 30, 2016.

#### All Staff – Additional Compensation

11. Approval to appoint the following mentor for the 2016-2017 school year.

Item	Mentor	Mentor's Location	Novice Teacher	Stipend
1.	Carol Hecky	RFIS	Sarah Apgar	\$181.50

12. Approval to employ the following staff members for additional compensation during the 2016-2017 school year.

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate/Stipend
1.	Sheenan	Megan	RFIS	Winter School Pride Club	7.5	\$30.62/hr.
2.	Ibach	Benjamin	RFIS	CPR/AED/First Aid-ERT	6	\$33.78/hr.

### Substitutes

13. Approval to employ the following applicants as Substitutes for the 2016–2017 school year pending fingerprinting:

Item	Last Name	First Name
1.	Brady	Lauren
2.	Perone	Kaitlyn

### Field Placements

14. Approval for the following student teacher placement for the 2016-2017 school year, pending fingerprinting:

Item	Candidate/College/Univ.	Cooperating Teacher	Location/Position	Dates
1.	Sarah Clooney/TCNJ	Lori Koehler	RFIS/Grade 6 Math	1/23/17- 5/5/17

15. Approval for Leigh Ann **Koch**, student at Rutgers University, to complete her field practicum with Kathleen Kolvites, School Nurse at Barley Sheaf School, for a maximum of 75 hours from January 17, 2017 through May 10, 2017.

### B. CURRICULUM, PROFESSIONAL DEVELOPMENT, ASSESSMENT, TECHNOLOGY & GRANTS – Bruce Davidson, Chairperson, Next Meeting – December 7, 2016

1. Approval to accept the following curriculum, professional development, and/or technology-related donations for the 2016-2017 school year.

Item	Donation	Value	Location	Funding Source
1.	Jack Branagan’s Earth Matters – Vanishing Habitats Assembly	\$795	RH	Flemington Clean Communities
2.	Rhythms Around the World Assembly	\$915	BS	PTO
3.	New Kid Assembly	\$1,460	BS	PTO
4.	Hip Hop Fundamentals Assembly	\$1,100	BS	PTO
5.	Dancing with Honeybees Assembly	\$1,100	BS	PTO
6.	Eyes of the Wild – Mammal Mania Assembly	\$295	BS	PTO

2. 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.	Albanese	Heather	Yoga and Mindfulness in the Classroom, Princeton, NJ	December 6, 2016	R,O	\$260
2.	Cascio	Leigh Anne	26 <sup>th</sup> Annual NJAGC Conference, West Windsor, NJ	March 17, 2017	R,O,M	\$205
3.	Custy	Mary Jane	26 <sup>th</sup> Annual NJAGC Conference, West Windsor, NJ	March 17, 2017	R,O,M	\$205
4.	Fisher	Michele	26 <sup>th</sup> Annual NJAGC Conference, West Windsor, NJ	March 17, 2017	R,O,M	\$205
5.	Miller	Jeffrey	26 <sup>th</sup> Annual NJAGC Conference, West Windsor, NJ	March 17, 2017	R,O,M	\$205
6.	Vita	Matthew	26 <sup>th</sup> Annual NJAGC Conference, West Windsor, NJ	March 17, 2017	R,O,M	\$205
7.	Yoos	Dorothy	26 <sup>th</sup> Annual NJAGC Conference, West Windsor, NJ	March 17, 2017	R,O,M	\$205

**R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other**

**C. FACILITIES/OPERATIONS - Sandra Borucki, Chairperson, Next Meeting – TBD**

1. Approval to authorize the Business Administrator/Board Secretary to advertise and accept bids for a partial roof replacement at the Reading-Fleming Intermediate School.
2. Approval to authorize the services of DIGroup Architecture, LLC for the partial roof replacement at the Reading-Fleming Intermediate School at a cost of \$28,500.00.
3. Approval to authorize the Business Administrator/Board Secretary to advertise and accept bids to replace the Main Office HVAC unit at the Reading-Fleming Intermediate School.
4. Approval to authorize the services of DIGroup Architecture, LLC to replace the Main Office HVAC unit at the Reading-Fleming Intermediate School for a cost of \$4,500.00.
5. Approval to authorize the services of DLB Associates Consulting Engineers to replace the Main Office HVAC unit for a cost of \$10,500.00
6. Approval to submit the partial roof replacement at the Reading-Fleming Intermediate School and the HVAC unit replacement at the Reading-Fleming Intermediate School to the State as “Other Capital” Projects. The Long Range Facilities Plan will also be amended to include these projects.
7. Approval to dispose of a broken trampoline from the Copper Hill School that is not repairable or required for trade-in during the 2016-2017 school year.
8. Approval to accept the following donations for the 2016-2017 school year:

<b>Item</b>	<b>Donation</b>	<b>School</b>	<b>Donor</b>	<b>Amount</b>
1.	Two pieces of playground equipment/installation	CH	PTO	\$11,970
2.	Seal coating/line striping games on kindergarten blacktop	RH	PTO	\$ 2,700

**D. TRANSPORTATION – Laurie Markowski, Chairperson, Next Meeting – December 14, 2016**

**E. FINANCE – Dr. Dennis Copeland, Chairperson, Next Meeting – December 8, 2016**

1. Approval of the attached transfer list from October 18, 2016 to November 18, 2016.
2. Approval of the attached bill list for the month of November totaling \$3,083,973.67.
3. Approval to accept the attached Comprehensive Annual Financial Report of the Flemington-Raritan Regional School District for the fiscal year July 1, 2015 to June 30, 2016, as prepared by Suplee, Clooney & Co. of Westfield, New Jersey without any recommendations.
4. Approval to authorize the revised list of employees to have signature authority for the 2016-2017 school year, as attached.
5. Approval of the Investors Bank resolutions, as attached.
6. Approval to cancel the following outstanding payroll checks:

<b>DATE</b>	<b>CHECK #</b>	<b>AMOUNT</b>
04/15/15	49881	130.09
06/30/15	50812	429.92
06/30/15	50813	1,191.61
06/30/15	50913	1,730.13
06/30/15	51135	31.44
06/30/15	51136	73.37
06/30/15	51264	0.66
11/13/15	52086	69.54
12/23/15	52309	1,902.97

**F. POLICY– Dr. Marianne Kenny, Chairperson, Next Meeting – December 19, 2016**

**G. SPECIAL SERVICES - Michael Stager, Chairperson, Next Meeting – December 8, 2016**

1. Approval for the following Teacher Assistants, contracted through the Hunterdon County ESC, to work additional hours in the District at the contracted rate of \$25.30 per hour, on the following dates:

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Dates
1.	Schultz	Bryan	RFIS	Teacher Assistant for after-school activities	50	Monday, Wednesday & Thursday, January – June 2017
2.	Sayani	Kanwal	RFIS	Teacher Assistant for after-school activities	50	Monday, Wednesday & Thursday, January – June 2017

2. Approval to contract with Mountain Lakes Board of Education, to provide student #3478914627 with one hour per week of Itinerant Teacher of the Deaf services during the 2016-2017 school year at a maximum cost of \$4,500.
3. Approval for Alexander Road Associates to conduct student evaluations during the 2016-2017 school year at a maximum cost of \$800 per evaluation.

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

2016 Board Meetings

December 12

January 3 Reorganization of the Board & 23

February 13 & 27

March 13 & 27

April 24

May 8 Reorganization of the District & 30

June 12 & 26

July 24

August 21

September 11 & 25

October 9 & 23

November 13 & 27

December 11