

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION

October 30, 2017

EXECUTIVE SESSION – 5:00 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.

Possible Litigation
Personnel

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. Superintendent's Report –

Introduction of Copper Hill School Vice Principal

Penny Wars - Flemington-Raritan Regional School District students raised \$5,056.84 in a district-wide Penny Wars challenge sponsored by each school's Parent Teacher Organization. The coin drive was held during the month of September. All funds will be donated to the Salvation Army to support relief efforts for victims of Hurricane Harvey in Texas. The District is proud to announce each school's Penny Wars total:

- Robert Hunter School - \$1,224
- Reading-Fleming Intermediate School - \$1,200.46
- Francis A. Desmares School - \$850.10
- Copper Hill School - \$800
- Barley Sheaf School - \$705.21
- J.P. Case Middle School - \$277.07

The District thanks the students, staff members and families for taking part in this community service effort and acknowledges and thanks the members of the school PTOs for organizing and leading the endeavor.

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 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.

IX. Approval of Minutes – Executive Session – October 9, 2017
 Regular Meeting – October 9, 2017

X. Reports of the Secretary and Treasurer of School Monies

XI. Report of the Standing Committees and Appointments

A. PERSONNEL – Michael Stager, Chairperson, Next Meeting – November 16, 2017

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 2017-2018 school year pending fingerprints and health exam, as follows:

Item	Last Name	First Name	Position/Location	Effective Date	Salary/Degree	Certification/College
1.	Lockett	Jesse	10-Month Vice Principal/CH	November 29, 2017	\$81,083.33/MA (prorated)	Principal (CE), Supervisor, Elementary School Teacher in Grades K-6, Teacher of Health and Physical Education/Rider University, Temple University

2. Approval to extend the employment of Katherine **Griffith**, Interim Vice Principal at Copper Hill School, through November 30, 2017, at a rate of \$500 per diem.

3. Approval to confirm the leave of absence for the following certified staff members, as follows:

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
1.	Dufford	Melanie	JPC	Grade 7 Language Arts	Maternity	Disability	October 10, 2017-November 15, 2017
					Medical	Disability	November 16, 2017-December 1, 2017
2.	Ashey	Elizabeth	RH	Support Skills and Literacy Coach	Medical	Disability	October 13, 2017-December 1, 2017

4. Approval to confirm the employment of the following leave replacement for the 2017-2018 school year, pending fingerprints and health exam. Salary to be amended upon the conclusion of negotiations.

Item	Last Name	First Name	Loc.	Position/Replacing	Effective Dates	Salary/Degree/Step	Certification/College
1.	Kish	Theresa	JPC	Grade 7 Language Arts/Melanie Dufford	October 13, 2017-December 6, 2017	Substitute Per Diem Rate (Days 1-20)	Elementary School Teacher/Central Michigan University
						(Day 21+) \$50,860/BA/1 (prorated)	

5. Approval to confirm the voluntary transfer of the following certified staff member for the 2017-2018 school year as follows:

Item	Last Name	First Name	From Position/Loc.	To Position/Loc.
1.	Johnson	Kaitlin	Grade 4/RH	Grade 3/RH

6. Approval to appoint the following mentor for the 2017-2018 school year.

Mentor					Novice Teacher		
Item	Last Name	First Name	Loc.	Stipend	Last Name	First Name	Loc.
1.	Peake	Nydia	FAD	\$550	Elliott	Jennifer	FAD

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

7. Approval to adopt a revised job description for a Residency Investigator, as attached.
8. Approval to amend the Hunterdon County Educational Services Commission Teacher Assistant rate from \$25.30 to the contracted rate of **\$25.50** for the 2017-2018 school year.
9. Approval to confirm the conclusion of services of the following Teacher Assistants, contracted through Hunterdon County Educational Services Commission, for the 2017-2018 school year as follows:

Item	Last Name	First Name	Loc.	Effective Date
1.	Berger	Nancy	CH	October 6, 2017
2.	Larsen	Jacqueline	RFIS	November 10, 2017
3.	Smith	Michele	JPC	November 3, 2017
4.	Volkman	Stacey	RFIS	October 20, 2017

10. Approval to confirm the start of services of the following Teacher Assistant contracted through the Hunterdon County Educational Services Commission as per the contract during the 2017-2018 school year as follows:

Item	Last Name	First Name	Loc.	Effective Date
1.	Devlin	Rachel	RH	October 10, 2017
2.	Squier	Nashunda	JPC	October 31, 2017

11. Approval to adopt the Charlotte Danielson (2011) Framework For Teaching, as the teacher observation evaluation model.

All Staff – Additional Compensation

12. Approval employ the following staff members for additional compensation during the 2017-2018 school year.

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate/Stipend
1.	Ewing	Colleen	RH	CPR/AED-ERT	3 hrs.	\$33.78/hr.
2.	Bergstrom	Carly	RH	Home Instruction	100 hrs.	\$30.62/hr.
3.	Maslankowski	Lisa	JPC	*Chaperone	3	\$30.62/hr.
4.	McAnlis	Melissa	JPC	*Chaperone	3	\$30.62/hr.
5.	Mehrbach	Kristen	JPC	*Chaperone	3	\$30.62/hr.
6.	Mele	Kristin	JPC	*Chaperone	3	\$30.62/hr.
7.	Miller	Jennifer	JPC	*Chaperone	3	\$30.62/hr.
8.	Morganelli	Catherine	JPC	*Chaperone	3	\$30.62/hr.
9.	Nagy	Rosemary	JPC	*Chaperone	3	\$30.62/hr.
10.	O'Leary	John	JPC	*Chaperone	3	\$30.62/hr.
11.	Pacholick	Mindy	JPC	*Chaperone	3	\$30.62/hr.
12.	Pirog	Michelle	JPC	*Chaperone	3	\$30.62/hr.
13.	Plichta, Jr.	David	JPC	*Chaperone	3	\$30.62/hr.
14.	Raval	Jineta	JPC	*Chaperone	3	\$30.62/hr.
15.	Rohrbach	Lauryn	JPC	*Chaperone	3	\$30.62/hr.
16.	Roll	Elizabeth	JPC	*Chaperone	3	\$30.62/hr.
17.	Ruppel	Ann	JPC	*Chaperone	3	\$30.62/hr.
18.	Schmidt	Cherylann	JPC	*Chaperone	3	\$30.62/hr.
19.	Schorr	Jaelyn	JPC	*Chaperone	3	\$30.62/hr.
20.	Schultz	Daniel	JPC	*Chaperone	3	\$30.62/hr.
21.	Sewall	Catherine	JPC	*Chaperone	3	\$30.62/hr.
22.	Seymour	Stephanie	JPC	*Chaperone	3	\$30.62/hr.
23.	Sinisgalli	Amy	JPC	*Chaperone	3	\$30.62/hr.
24.	Squicciarini	Therese	JPC	*Chaperone	3	\$30.62/hr.
25.	Stines	Kristin	JPC	*Chaperone	3	\$30.62/hr.
26.	Tamburino	Megan	JPC	*Chaperone	3	\$30.62/hr.
27.	Tasker	Raymond	JPC	*Chaperone	3	\$30.62/hr.

28.	Thomas	David	JPC	*Chaperone	3	\$30.62/hr.
29.	Treonze	Sally	JPC	*Chaperone	3	\$30.62/hr.
30.	Vita	Matthew	JPC	*Chaperone	3	\$30.62/hr.
31.	Reed	Christine	RFIS	**Harry Potter Club Advisor	10	\$30.62/hr.
32.	Babecki	Megan	RFIS	**Up to 4 additional Nights- Parent Teacher Conferences	N/A	1/400 Annual Salary
33.	Hopkins	Kenneth	RH	Winter Concert Chaperone	2	\$30.62/hr.
34.	Marino	Jennifer	RH	Winter Concert Chaperone	2	\$30.62/hr.

* Maximum of 10 staff members for activity nights, and maximum of 6 staff members for concerts and productions per date.
 **Club advisor salaries are funded by student activity fees.

Substitutes

13. Approval to employ the following applicants as a Substitutes for the 2017-2018 school year pending fingerprinting:

Item	Last Name	First Name
1.	Cook	Marie
2.	Haggerty	Caroline
3.	King	Christopher
4.	Koye	Lisa
5.	Lelah	Emily
6.	Pickett	Kaitlin
7.	Roethke	William
8.	Soudah	Alex

Field Placements

14. Approval to amend the October 9, 2017 motion:

to allow students from Hunterdon County Polytech to do classroom observations at Francis A. Desmares School and Reading-Fleming Intermediate School from October 26, 2017 through November 30, 2017, two days per week, two hours per day.

to read:

to allow students from Hunterdon County Polytech to do classroom observations at Francis A. Desmares School and Reading-Fleming Intermediate School from October 26, 2017 through **December 10, 2017**, two days per week, two hours per day.

15. Approval for the following candidates to complete their student teaching for the 2017-2018 school year, pending fingerprinting:

Item	Candidate/College/University	Cooperating Teacher/Position/Loc.	Dates
1.	Mary Brasington/Grand Canyon University	Lori Carlucci/Grade 2/RH	April 9, 2018-June 3, 2018
2.	Eileen Milcarek/Thomas Edison State University, W. Cary Edwards School of Nursing	Kathleen Barbee/Nurse/FAD	October 31, 2017-December 17, 2017

B. CURRICULUM, PROFESSIONAL DEVELOPMENT, ASSESSMENT, TECHNOLOGY & GRANTS – Sandra Borucki, Chairperson, Next Meeting – November 15, 2017

1. Approval of the following curriculum and materials adoption.

Item	Program
1.	Grade 7-8 General Music
2.	Grade 3 Mathematics

2. Approval to employ the following staff members, or their alternates, for additional compensation during the 2017-2018 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.	Galinak	Babette	RFIS	Prepare NGSS workshop for November 7 PD Day	3	\$33.78/hr.
2.	Gravett	Julie	BS		3	\$33.78/hr.
3.	Hadzimichalis	Melissa	RFIS		3	\$33.78/hr.
4.	Lango	Cori	BS		3	\$33.78/hr.
5.	McDougald	Anne	BS		3	\$33.78/hr.
6.	Mikalsen	Kathleen	BS		3	\$33.78/hr.
7.	Rieg	Lisa	FAD		3	\$33.78/hr.
8.	Rowe	Kari	BS		3	\$33.78/hr.
9.	Skiba	Jennifer	RH		3	\$33.78/hr.
10.	Smith	Robin	RFIS		3	\$33.78/hr.
11.	Smits	Jennifer	RH		3	\$33.78/hr.
12.	Staikos	Christina	CH		3	\$33.78/hr.
13.	Thompson	Carla	FAD		3	\$33.78/hr.
14.	Borawski	Jason	JPC	Prepare ISTE Workshop for November 7 PD Day	3	\$33.78/hr.
15.	Cook	Diane	CH	Prepare ISTE Workshop for November 7 PD Day	3	\$33.78/hr.
16.	Flavin	Patricia	CH	Prepare ISTE Workshop for November 7 PD Day	3	\$33.78/hr.
17.	Klein	Lea	FAD	Prepare ISTE Workshop for November 7 PD Day	3	\$33.78/hr.
18.	Lucchetto	Laura	CH	Prepare ISTE Workshop for November 7 PD Day	3	\$33.78/hr.
19.	Meyer	Misti	RFIS	Prepare ISTE Workshop for November 7 PD Day	3	\$33.78/hr.
20.	Truncale	Christopher	FAD	Prepare ISTE Workshop for November 7 PD Day	3	\$33.78/hr.
21.	Dmitrenko	Irina	CH	Prepare ESL Workshop for November 7 PD Day	3	\$33.78/hr.
22.	Fischer	Susan	BS	Prepare Back to Basics K-2 Workshop for November 7 PD Day	3	\$33.78/hr.
23.	Kassick	Joseph	CH	Prepare Back to Basics K-2 Workshop for November 7 PD Day	3	\$33.78/hr.
24.	Shirvanian	Lindsay	FAD	Prepare Back to Basics K-2 Workshop for November 7 PD Day	3	\$33.78/hr.
25.	Corfield	Marie	RH	K-8 Art Curriculum Committee	70 shared hrs.	\$33.78/hr.
26.	Dribbon	Katherine	BS			
27.	Griffis	Melissa	CH			
28.	Kermizian	Leigh	RFIS			
29.	McConnell	Laura	FAD			
30.	Sewall	Catherine	JPC			

3. Approval to employ the following staff member, or their alternate, for additional compensation during the 2017-2018 school year, pending fingerprints. If alternates are necessary, their employment will be confirmed as replacements at no additional cost. This position will be partially funded through the 2018 ESSA grant.

Item	Last Name	First Name	Loc.	Purpose	Account #	Max. # of Hours	Rate
1.	Esparza	Isabel	RFIS	RFIS ESL Learning Lab	20-241-100-100-000-00-18	54 shared hrs.	\$30.62/hr.

4. Approval of the following field trip for the 2017-2018 school year.

Item	Grade/ Group	School	Destination	Anticipated Date	Cost	Funding Source
1.	Chorus	JPC	Prudential Center, Newark	January 25, 2018	Transportation Fees	Student Fund

- 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.	Schmidt	Cherylann	NCTE 2017 Annual Convention, St. Louis, MO	November 16-17, 2017	R, L	\$490
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

- Approval to accept the 2017-2018 Every Student Succeeds Acts (ESSA) funds as indicated below:

ESSA Title	Description	Amount
Title I, Part A	Improving Basic Programs Operated by Local Education Agencies	\$175,468
Title II, Part A	Teacher and Principal Training and Recruiting Fund	\$ 50,527
Title III	English Language Acquisition and Language Enhancement	\$ 21,850
Title III	Immigrant	\$ 3,806
Title IV	Student Support and Academic Enrichment	\$ 10,000
Total		\$261,651

- Approval for Donna **Stumm**, Grade 6 Science Teacher at Reading-Fleming Intermediate School, to apply to serve on the Science Assessment Advisory Committee during the 2017-2018 school year.
- Approval for the following educators from the Montgomery Middle School to visit Reading-Fleming Intermediate School on November 8, 2017 to observe Health and Physical Education classes and to discuss curriculum and methods with our professional staff.

Last Name	First Name
Foster	Katie
Cartaino	Alyssa
McMorrow	Brenden
Falco	Mike

C. FACILITIES/OPERATIONS – Tim Bart, Chairperson, Next Meeting – November 14, 2017

- Approval of the following resolution:

Submission of 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 Flemington-Raritan Regional 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,

Now Therefore Be It Resolved, that the Flemington-Raritan Regional Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Flemington-Raritan Regional School District to the Hunterdon County Superintendent of Schools in compliance with Department of Education requirements.

2. Approval for the Business Administrator/Board Secretary to advertise and accept bids for the following projects:

Item	Projects	School	DI Group Cost
1.	Partial Parking Lot Improvements	JPC	\$25,000.00
2.	HVAC Replacement/Guidance Office	RFIS	\$ 4,500.00
3.	EIFS Building Envelope Repairs	RFIS	\$ 5,000.00
4.	Bonnell Street Site Improvements Entrance	RFIS	\$24,820.00
5.	Column Base Repairs	FAD	\$ 4,500.00
6.	Column Base Repairs	CH	\$ 7,500.00
7.	Gym Roof Improvements	CH	\$11,500.00
8.	Building Envelope Repairs	BS	\$ 5,000.00
9.	Building Envelope Repairs	RH	\$ 5,000.00

3. Approval to submit all the above projects, 1-9, to the State as “Other Capital” Projects. The Long Range Facilities Plan will also be amended to include these projects.
4. Approval to authorize the services of DLB Associates Consulting Engineers to replace the RTU (phase 2) for a cost of \$9,400.00 at the Reading-Fleming Intermediate School.
5. Approval to adopt the attached New Jersey School Boards Resolution, related to Food Service Management contracts for the 2017-2018 school year.

D. TRANSPORTATION – Laurie Markowski, Chairperson, Next Meeting – November 8, 2017

1. 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 – Dr. Dennis Copeland, Chairperson, Next Meeting – November 15, 2017

1. Approval of the attached transfer list from September 20, 2017 to October 24, 2017.
2. Approval of the attached bill list for the month of October totaling \$2,726,443.47.

F. POLICY – Dr. Marianne Kenny, Chairperson, Next Meeting – November 16, 2017

1. Approval to adopt the following revised policies and regulations, as attached:

1. R 5230 – Late Arrivals/Early Dismissal
2. R 5240 – Tardiness
3. P 5350 – Student Suicide
4. R 5350 – Student Suicide
5. R 6424 – Emergency Contracts*
6. P 9541 – Student Teachers/Interns

(per recommendations from the 2016-2017 District regulation audit)*

2. Approval to present the following new policies and regulations for a 1st reading, as attached:

1. P 2700 – Services to Nonpublic School Students (M)
2. R 6220 – Budget Preparation*
3. R 6350 – Competitive Contracting*
4. R 6470c – Payment of Claims – Charter Schools*
5. P 7100 – Long-Range Facilities Planning (M)
6. R 7100 – Long-Range Facilities Planning (M)
7. R 7230 – Gifts, Grants, and Donations*
8. P 7446 – School Security Program
9. R 7460 – Energy Conservation*
10. R 7513 – Rules for Playground Conduct*
11. R 7610 – Vandalism*
12. R 8320 – Personnel Records*
13. R 8468 – Crisis Response*

(per recommendations from the 2016-2017 District regulation audit)*

G. SPECIAL SERVICES

1. Approval to amend the motion of October 9, 2017:

for Mountain Lakes Board of Education to provide Teacher of the Deaf services for student #4689459424 during the 2017-2018 school year at a cost of \$6,080.

to read:

for Mountain Lakes Board of Education to provide Teacher of the Deaf service for student #4689459424 during the 2017-2018 school year at a tuition cost of **\$5,280**.

2. Approval for Mountain Lakes Board of Education to provide Teacher of the Deaf services for the following students during the 2017-2018 school year.

Item	Student ID #	Tuition
1.	7626536615	\$4,864
2.	8438621610	\$4,864
3.	2598990485	\$2,560
4.	3660875607	\$2,560

3. Approval to accept the 2018 IDEA Part-B Grant as follows:

Item	IDEA-B Proportionate Share	Basic Grant	Preschool Grant	Total Grant
1.	Public	\$660,671	\$32,421	\$693,092

H. MISCELLANEOUS

Information

1. Harassment, Intimidation & Bullying Investigations for the 2017-2018 school year:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
JPC	5 th Grade to Present	1	No	None

Action Items

1. Approval to employ Allison **Fog**, as the Accompanist for the Winter Concert, including rehearsals, at Robert Hunter School, during the 2017-2018 school year at a flat fee of \$250.
2. Approval to accept the Harassment, Intimidation & Bullying Investigations presented on the October 9, 2017 Board Agenda, as follows:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
RFIS	9/20/17	1	No	Remedial measures outlined in report

XII. Old Business

XIII. New Business

XIV. 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.

XV. Sunshine Resolution

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XVI. Adjourn

2017 Board Meetings

November 13 & 27

December 11