

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION**VIRTUAL REGULAR MEETING**

March 23, 2020

MINUTES

The **Virtual** Regular Meeting of the Flemington-Raritan Regional Board of Education was called to order in conformance with the "Sunshine Law" by the Board President **via Zoom** at 7:00 p.m..

Member(s) Present Virtually

Jessica Abbott	Susan Mitcheltree
Valerie Bart	Edward Morgan
Jeffrey Cain	Christopher Walker
Marianne Kenny	Tim Bart
Laurie Markowski	

Attorney Present Virtually

Alicia D'Anella

Mr. Bart noted the resolution to conduct a remote meeting was no longer necessary. This item was removed from the agenda.

SUPERINTENDENT'S REPORT

Ms McGann shared a letter that was sent today to staff and parents regarding the positive COVID-19 at the F.A. Desmares School and Reading-Fleming Intermediate School. She noted the same person was at both schools. Ms. McGann noted to contact her or the County Department of Health with any questions. Ms. McGann shared that she collected all nurses' gloves, gowns, masks, etc. and donated them to the OEM's to share with the medical facilities. She noted the nurses wanted to help. Ms. McGann shared that the County Executive Superintendent then requested other countywide schools for the same donations.

Ms. McGann and Ms. Voorhees presented the 2020-2121 Budget, as attached. Mr. Walker asked about Capital Gains. Ms. Voorhees verified for Mr. Walker that the Capital Outlay amounts listed on the agenda were expenses for equipment. She further explained that Capital Reserve is what he may be referencing and she noted that we did not budget any withdrawals or deposits into this account for the 2020-2021 budget.

Mr. Bart thanked Ms. McGann for her work over the last 10 days and thanked all staff and our attorney. He thanked the Board and the community for their patience. Mr. Bart thanked Ms. McGann and Ms. Voorhees for the budget presentation. Mr. Bart also thanked the Freeholders for pushing the government regarding State Aid.

On the motion of Ms.Abbott, seconded by Mrs.Bart, minutes of the Executive Session on March 9, 2020, were approved viva voce.

On the motion of Ms. Abbott, seconded by Mrs. Bart, minutes of the Regular Meeting as on March 9, 2020, were approved viva voce.

REPORTS OF THE SECRETARY AND TREASURER OF SCHOOL MONIES

The Superintendent of Schools recommends that the Board of Education accept the monthly financial reports of the School Business Administrator/Board Secretary and the Treasurer of School Monies for the month of February 2020, further certifies that no major account or fund has been over expended in violation of 6A: 23-2.11(b), and that sufficient funds are available to meet the district's known financial obligations for the remainder of the fiscal year 2019-2020.

The School Business Administrator/Board Secretary certifies that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A: 23-2.11(a), as of February 29, 2020. As of these dates, sufficient funds are available to meet the district's known financial obligations for the remainder of the school year 2019-2020.

On the motion of Ms. Abbott, seconded by Ms. Markowski, approval was given to accept the Reports of the Secretary and Treasurer of School Monies for the month of February 2020.

Aye:	Ms. Abbott	Ms. Mitcheltree	Nay: 0	Abstain: 0
	Mrs. Bart	Mr. Morgan		
	Mr. Cain	Mr. Walker		
	Dr. Kenny	Mr. Bart		
	Ms. Markowski			

CITIZENS ADDRESS THE BOARD

Mr. Bart read the following statement regarding 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.

Christina Staikos, Teacher, Raritan Township, thanked the technology department for their amazing work to help teachers get on line.

Prameela Nagaraj, parent, Raritan Township, asked if school would be closed through Spring Break. Ms. McGann responded that the Governor has mandated school closures, he will make that decision. Ms. Nagaraj also asked about schools being closed until the end of the school year. Ms McGann noted she does not know at this time.

Mr. Bart thanked all staff in the district for everyone's support. He noted that there has been great work happening!

PERSONNEL

The next meeting will be April 21, 2020.

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

All Personnel items were approved under one motion made by Ms. Mitcheltree, seconded by Mr. Walker.

Certified Staff – Appointments, Resignations & Leaves of Absence

1. Approval was given to amend the January 27, 2020 motion:

to accept the resignation of the following staff member(s) for the 2019-2020 school year, as follows:

Item	Last Name	First Name	Loc.	Position	Purpose	Effective Date
2.	494493	N/A	N/A	N/A	Disability Retirement	June 30, 2020

to read:

Item	Last Name	First Name	Loc.	Position	Purpose	Effective Date
2.	494493	N/A	N/A	N/A	Disability Retirement	March 31, 2020

2. Approval was given to extend the leave of absence for the following staff member(s) during the 2019-2020 school year, as follows:*

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
							Extended Dates
1.	Brush	Jodi	FAD	Grade 4	Medical	Disability	February 3, 2020 - March 27, 2020 March 28, 2020 - April 30, 2020

***Mr. Walker abstained.**

3. Approval was given to amend the December 16, 2019 motion:

for the following staff member(s) to extend their leave of absence during the 2019-2020 school year, as follows:

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
1.	Van Fleet	Jena	RFIS	Grade 5	Maternity	Childcare	January 4, 2020 - March 31, 2020

to read:

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
1.	Van Fleet	Jena	RFIS	Grade 5	Maternity	Childcare	January 4, 2020 - March 23, 2020

4. Approval was given to amend the January 27, 2020 motion:

to employ the following leave replacement(s) during the 2019-2020 school year, pending certification, fingerprints, background check and health exam, as follows:

Item	Last Name	First Name	Loc.	Position/ Replacing	Effective Date	Salary/Degree/Step	Certification/College
1.	Hamilton	Kyle	RFIS	Grade 5/Jena Van Fleet	January 30, 2020 - April 1, 2020	\$55,025 (prorated)/ BA/1*	Teacher of Reading (Provisional), Elementary School Teacher in Grades K-6 (Provisional), Elementary School with Subject Matter Specialization: Language Arts/Literacy Specialization in Grades 5-8 (Provisional) /Rowan University

*Substitute per diem rate waived due to continued service

to read:

Item	Last Name	First Name	Loc.	Position/ Replacing	Effective Date	Salary/Degree/Step	Certification/College
1.	Hamilton	Kyle	RFIS	Grade 5/Jena Van Fleet	January 30, 2020 - March 23, 2020	\$55,025 (prorated)/ BA/1*	Teacher of Reading (Provisional), Elementary School Teacher in Grades K-6 (Provisional), Elementary School with Subject Matter Specialization: Language Arts/Literacy Specialization in Grades 5-8 (Provisional) /Rowan University

*Substitute per diem rate waived due to continued service

5. Approval was given to employ the following leave replacement(s) during the 2019-2020 school year, pending fingerprints, background check and health exam, as follows:

Item	Last Name	First Name	Loc.	Position/ Replacing	Effective Date	Salary/Degree/Step	Certification/College
1.	Hamilton	Kyle	RFIS	Grade 5/Paul Mack	March 24, 2020- May 20, 2020	\$55,025 (prorated)/ BA/1*	Teacher of Reading (Provisional), Elementary School Teacher in Grades K-6 (Provisional), Elementary School with Subject Matter Specialization: Language Arts/Literacy Specialization in Grades 5-8 (Provisional) /Rowan University

*Substitute per diem rate waived due to continued service

6. Approval was given to amend the March 9, 2020 motion:

to extend the leave of absence for the following staff member(s) during the 2019-2020 school year, as follows

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
							Extended Dates
1.	Behrens	Gabrielle	FAD	Kindergarten	Medical	Disability	March 13, 2020-March 19, 2020
							March 13, 2020-March 20, 2020

to read:

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
							Effective Dates
1.	Behrens	Gabrielle	FAD	Kindergarten	Medical	Disability	March 13, 2020-March 19, 2020
							March 13, 2020-March 17, 2020

7. Approval was given to extend the employment of the following leave replacement(s) during the 2019-2020 school year, as follows:

Item	Last Name	First Name	Loc.	Position/ Replacing	Effective Date	Salary/Degree/ Step	Certification/College
					Extended Dates		
1.	Robison	Kelly	FAD	Grade 4/Jodi Brush	February 4, 2020-March 30, 2020	\$55,025/(prorated)/BA/1*	Elementary School Teacher in Grades K-6 (Provisional), Elementary School Teacher with Mathematics (Provisional) Specialization: in Grades 5-8/Pennsylvania State University, Rutgers University
					March 31, 2020-May 1, 2020		

*Substitute Per Diem Rate waived due to continued service

Aye: Ms. Abbott
Mrs. Bart
Mr. Cain
Dr. Kenny
Ms. Markowski

Ms. Mitcheltree
Mr. Morgan
Mr. Walker
Mr. Bart

Nay: 0

Abstain: Mr. Walker - #2

CURRICULUM, PROFESSIONAL DEVELOPMENT, ASSESSMENT, TECHNOLOGY & GRANTS

The next meeting will be April 22, 2020.

All Curriculum items were approved under one motion made by Mr. Walker, seconded by Mr. Cain.

1. Approval was given to confirm the following staff member(s), or their alternate(s), for additional compensation during the 2019-2020 school year.

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate
1.	Hatke	Osmond	JPC	Visual Arts & Fabrication Curriculum Development	2.5 hrs.	\$33.78/hr

2. Approval was given of the following field trip(s) for the 2019-2020 school year. The field trip is contingent upon the reopening of schools via the guidance of the State of New Jersey.

Item	Grade/ Group	School	Destination	Anticipated Date	Cost not to exceed	Funding Source
1.	Grade 4	FAD	Camp Mason, Hardwick, NJ	June 4, 2020	\$3,373 plus transportation costs	PTO

3. Approval was given to accept the following curriculum, professional development, and/or technology-related donation(s) for the 2019-2020 school year. The author visit is contingent upon the reopening of schools via the guidance of the State of New Jersey.

Item	Donation	Donor	Value	Location
1.	Author Visit, Audrey Vernick	PTO	\$1,850	CH
2.	Amazon Gift Card	Artsonia	\$334	JPC
3.	Copy of Author Visit Books	PTO	\$51.97	RH

4. Approval was given to dispose of the attached listed items that are no longer usable and are not required as a trade-in or a replacement purchase for the 2019-2020 school year.

Item	Description	Location
1.	Surplus and Library Books	RH

5. Approval was given to amend the March 9, 2020 motion:

for 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 professional development plans. Travel for conferences will be contingent upon the reopening of schools in the State of New Jersey.

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (see below)	Max. Amount
10.	Bird	Zachary	Sonday System 1 Training, Flemington, NJ	March 25, 2020	R	\$225
11.	Finch	Katherine	Sonday System 1 Training, Flemington, NJ	March 25, 2020	R	\$225
12.	Schrum	Morgan	Sonday System 1 Training, Flemington, NJ	March 25, 2020	R	\$225
13.	Squashic	Samantha	Sonday System 1 Training, Flemington, NJ	March 25, 2020	R	\$225
14.	Connelly	Kathleen	Sonday System 2 Training, Flemington, NJ	March 26, 2020	R	\$225
15.	Flannigan	Kelly	Sonday System 2 Training, Flemington, NJ	March 26, 2020	R	\$225
16.	Squicciarini	Therese	Sonday System 2 Training, Flemington, NJ	March 26, 2020	R	\$225
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

to read:

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (see below)	Max. Amount
10.	Bird	Zachary	Sonday System 1 Training, Flemington, NJ	April 21, 2020*	R	\$225
11.	Finch	Katherine	Sonday System 2 Training, Flemington, NJ**	April 22, 2020*	R	\$225
12.	Schrum	Morgan	Sonday System 1 Training, Flemington, NJ	April 21, 2020*	R	\$225
13.	Squashic	Samantha	Sonday System 1 Training, Flemington, NJ	April 21, 2020*	R	\$225
14.	Connelly	Kathleen	Sonday System 2 Training, Flemington, NJ	April 22, 2020*	R	\$225
15.	Flannigan	Kelly	Sonday System 2 Training, Flemington, NJ	April 22, 2020*	R	\$225
16.	Squicciarini	Therese	Sonday System 2 Training, Flemington, NJ	April 22, 2020*	R	\$225
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

*Revised Date **Revised Workshop

6. Approval was given 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 professional development plans. Travel for conferences will be contingent upon the reopening of schools in the State of New Jersey.

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (see below)	Max. Amount
1.	Chorun	Renee	NJTESOL 2020 Spring Conference, New Brunswick, NJ	May 27-28, 2020	R,M,O	\$385
2.	Sladky	Samantha	NJTESOL 2020 Spring Conference, New Brunswick, NJ	May 27-28, 2020	R,M,O	\$425
3.	Zubkova	Elena	NJTESOL 2020 Spring Conference, New Brunswick, NJ	May 27-28, 2020	R,M,O	\$385
4.	Hamblin	Danielle	NJASA/NJAPSA Spring Conference, Atlantic City, NJ	May 13-15, 2020	R,M,L,F,O	\$1,300
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

Aye: Ms. Abbott Ms. Mitcheltree **Nay:** 0 **Abstain:** 0
 Mrs. Bart Mr. Morgan
 Mr. Cain Mr. Walker
 Dr. Kenny Mr. Bart
 Ms. Markowski

FACILITIES/OPERATIONS/SECURITY

The next meeting will be April 21, 2020.

TRANSPORTATION

The next meeting will be April 7, 2020.

Mrs. Bart asked if this will be a virtual meeting. Ms. Voorhees responded she will let the committee know they are discussing.

FINANCE

The next meeting will be April 2, 2020.

All Finance items were approved under one motion made by Dr. Kenny, seconded by Mr. Walker.

- Approval was given of the attached transfer list from February 18, 2020 to March 17, 2020.
- Approval was given of the attached bill list for the month of March totaling \$2,517,906.97.
- Approval was given to cancel the following outstanding warrant checks:

Dated	Check Number	Amount
6/27/17	34890	\$1,200.00
9/25/17	35333	\$1,200.00
6/29/18	37069	\$ 54.75
10/29/18	37612	\$4,116.00
11/26/18	37648	\$ 9.05
11/26/18	37737	\$ 13.88
11/26/18	37739	\$ 8.60
11/26/18	37768	\$ 9.27

4. Approval was given of the following resolution:

Resolution to adopt the tentative 2020-2021 budget

BE IT RESOLVED, that the tentative budget be approved for the 2020-2021 school year using the 2020-2021 State aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Expenditures

General Current Expense	\$60,289,006
Capital Outlay	\$ 377,235
Special Revenue Fund	\$ 826,970
Repayment of Debt	\$ 5,782,490
Total Expenditures	\$67,275,701

Revenue

Fund 10

Budgeted Fund Balance	\$ 563,299
Local Tax Levy	\$53,700,231
(includes \$34,636 enrollment adjustment)	
Tuition	\$ 101,000
Misc. Revenue	\$ 315,000

SEMI	\$ 97,827
State Aid	\$ 5,560,650
Extraordinary Aid	\$ 328,234

Fund 20

Est. Special Revenue	\$ 826,970
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Fund 40

Budgeted Fund Balance	\$ 15,086
Local Tax Levy	\$ 4,895,030
Debt Service Aid	\$ 872,374

Total Revenue	\$67,275,701
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And to advertise said tentative budget in the Courier News and Hunterdon County Democrat newspapers in accordance with the form suggested by the State Department of Education and according to law, and

BE IT RESOLVED, that a public hearing be held at the J.P. CAsE Middle School, Flemington, New Jersey on May 4, 2020 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2020-2021 school year.

5. Approval was given of the following resolution:

Maximum Travel Expenditure

WHEREAS, Pursuant to N.J.S.A. 18A: 11-12, in each pre-budget year, the Flemington-Raritan Regional Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, The Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by state and local funds; and

WHEREAS, The Board of Education has elected to exclude travel expenditures supported by federal funds from the maximum travel expenditure amount;

WHEREAS, The Flemington-Raritan Regional Board of Education established a maximum travel expenditure amount for the 2019-2020 school year of \$110,000. To date \$82,778.52 has been expended from the 2019-2020 budget; be it

RESOLVED, That the Flemington-Raritan Regional Board of Education established a maximum travel expenditure amount for the 2020-2021 school year of \$120,000.

6. Approval was given to establish the following annual maximum expenditures for regular business travel for the 2020-2021 school year pursuant to district travel policies 3440 and 4440:

Child Study Team/Reading Recovery Trainer	\$1,500 per employee
Central Administrators & Support Staff	\$ 750 per employee
All Other District Employees	\$ 750 per employee

Aye: Ms. Abbott Mrs. Bart Mr. Cain Dr. Kenny Ms. Markowski	Ms. Mitcheltree Mr. Morgan Mr. Walker Mr. Bart	Nay: 0	Abstain: 0
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POLICY

The next meeting will be April 2, 2020.

SPECIAL EDUCATION

The next meeting will be April 22, 2020.

All Special Education items were approved under one motion made by Dr. Kenny, seconded by Mr. Morgan.

- Approval was given to establish two (2) Severe Learning or Language Disabilities Program at Copper Hill School in accordance with N.J.A.C.6A:14, Special Education, and N.J.A.C. 6A:26, Educational Facilities for the 2020-2021 school year.
- Approval was given to employ the following Translators/Interpreters for the 2019-2020 school year, as follows:

Item	Last Name	First Name	Position	Max # of Hours	Rate
1.	Marin Correa	Viviana	Translator/Interpreter	300 shared hours	\$30.62/hr.

- Approval was given to appoint the following Teacher Assistant(s) contracted through the Hunterdon County Educational Services Commission, during the 2019-2020 school year, only upon the reopening of school, as follows:

Item	Last Name	First Name	Location	New/Replacement
1.	Spicer	Carol	JPC	Replacement
2.	Thurston	Rachel	RFIS	Replacement

Aye: Ms. Abbott
Mrs. Bart
Mr. Cain
Dr. Kenny
Ms. Markowski

Ms. Mitcheltree
Mr. Morgan
Mr. Walker
Mr. Bart

Nay: 0

Abstain: 0

MISCELLANEOUS (INFORMATION-ACTION)

Information

1. Harassment, Intimidation and Bullying Investigation(s) for the 2019-2020 school year:

School	Date of Incident	Report #	HIB (Y/N)	Additional Action Taken
RH	February 3, 2020-February 26, 2020	RH #6	No	Interventions outlined in report
FAD	March 4, 2020	FAD #1	No	Interventions outlined in report

2. Suspensions for the month of February:

School	Infraction	# of Days
RFIS	Physical contact	1
RH	Defiance and aggressive behavior	1
RH	Aggressive behavior	.5
RH	Aggressive behavior	1

All Miscellaneous/Action times were approved under one motion made by Ms. Abbott, seconded by Ms. Markowski.

Action Items

1. Approval was given to adopt the District Climate Survey Questionnaires as revised for the 2019-2020 school year, as attached.
2. Approval was given to accept the following Harassment, Intimidation and Bullying Investigation(s) presented on the March 9, 2020 Board Agenda, as follows:

School	Date of Incident	Report #	HIB (Y/N)	Additional Action Taken
RFIS	September 9, 2019-February 7, 2020	RFIS #11	No	Interventions outlined in report

Mr. Bart requested a revision to the parent survey questionnaire to correct a typo in the introduction as parent responses will be combined with other parent surveys.

Aye: Ms. Abbott
Mrs. Bart
Mr. Cain
Dr. Kenny
Ms. Markowski

Ms. Mitcheltree
Mr. Morgan
Mr. Walker
Mr. Bart

Nay: 0

Abstain: 0

CORRESPONDENCE

Ms. Abbott shared she received one piece of correspondence from a student regarding food safety. Ms. Abbott noted she wrote the student a thank you note and forwarded the letter to Mr. Bland.

OLD BUSINESS

Mr. Walker asked the Finance Committee to review the attorney fees for the 2020-2021 school year. Mrs. Bart requested information about costs for Board related issues. Mr. Walker noted he was denied this information in the past. Dr. Kenny noted she will look into his request through committee. Mr. Cain noted this may not be the best time to look into this issue as the administration is working on a crisis. He requested we put this off until the crisis is averted. Mrs. Bart apologized for asking the question and noted Mr. Cain is absolutely correct. Mr. Walker explained his concern.

Ms. McGann noted that Comegno Law Group does great work for the Superintendent. She recognizes fiscal responsibility however, she does not want to re-evaluate this same issue yet again at this time.

Mr. Cain stated he sincerely appreciates as a Board Member and as a parent, the work that administrators and teachers have done for our students.

Ms. McGann noted administrators and technology have been working 24/7 to make all of this possible. She stated she is very proud to work with the district staff. Ms. McGann noted the students are prospering as well.

NEW BUSINESS

None

CITIZENS ADDRESS THE BOARD

Mr. Bart read the following statement regarding 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.

Pravella Nagaraj, parent, Raritan Township, asked if specials such as gym, art, etc. can be cancelled because the children are stressed. Ms. McGann noted that she cannot cancel these components, as the Department of Education has required these classes. She noted she wants to be sure the students are not stressed. She led all the public to her website and noted the information that the State is requiring. She asked the parents to reach out to teachers or parents if the child is stressed.

Chrisina Schlegel, parent, Raritan Township, noted how impressed she is with her child's teacher. She noted she would love to have Zoom Board meetings for the future.

Robert Gebhardt, parent, thanked Team 8-2 Teachers via the chat message.

Mr. Bart thanked the administrators, technology and the Board for working with us to hold this meeting tonight.

ADJOURN

On the motion of Ms. Abbott, seconded by Mr. Cain, the meeting was adjourned at 8:08 p.m. viva voce.

Respectfully Submitted,

Stephanie Voorhees
Business Administrator/Board Secretary

2020 Board Meetings

April 6 & 27

May 4 & 18

June 8 & 22

July 27

August 24

September 14 & 29

October 12 & 26

November 9 & 23

December 14