

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION
REGULAR MEETING
November 26, 2018
MINUTES

The Regular Meeting of the Flemington-Raritan Regional Board of Education was called to order in conformance with the "Sunshine Law" by the Board President at 6:33 p.m. in the Main Office Conference Room at the J.P. Case Middle School.

Members Present

Jessica Abbott	Laurie Markowski*
Sandra Borucki	Susan Mitcheltree
Dennis Copeland	Christopher Walker
Anna Fallon	Tim Bart
Marianne Kenny	

*Ms. Markowski arrived @ 7:00 p.m.

On the motion of Ms. Borucki, seconded by Ms. Abbott, the Board adopted the following resolution to meet in executive session in the Main Office Conference Room at 6:35 p.m. viva voce.

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances;

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session;

NOW THEREFORE BE IT RESOLVED by the Flemington-Raritan School District Board of Education that it is necessary to meet in executive session to discuss certain items involving:

- ✓ Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: **HIB**
- Matters in which the release of information would impair the right to receive government funds, and specifically: _____
- Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically: _____
- Matters concerning negotiations, and specifically: _____
- Matters involving the purchase of real property and/or the investment of public funds, and specifically: _____
- Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically: _____
- Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: _____
- Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically: _____
- Matters involving quasi-judicial deliberations, and specifically: _____

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board **WILL** return to open session to conduct business at the conclusion of the executive session.

The Board returned to public session at 6:51 p.m. to Room B-132.

SUPERINTENDENTS REPORT

Ms. McGann gave a detailed report on STEM. She shared a 3 page summary, as attached. The Board discussed STEM in the Flemington-Raritan School District and how we are already using STEM in our classes. Ms. McGann noted the 2018-2019 Educators of the Year nominations are due December 5. She stated all parents and staff members have been asked if they know a classroom teacher or educational services professional who is dedicated, inspiring and making a difference. Community members can recommend this individual for the N.J. Governor's Educator of the Year Program. These forms should be returned to the appropriate school's Main Office/Principal by December 5th. Ms. McGann shared the J.P. Case Drama Club's production of "The Enchanted Bookshop" was on Monday evening. She thanked everyone who helped make the night a great success. The fundraiser raised \$740.25.

This money will support restocking the Media Centers at Robert Hunter School and Barley Sheaf School. She noted on December 19th the Flemington-Raritan Education Foundation is holding the school district's Holiday Fun Fair and Basket Auction. The net proceeds from this event will be used to provide educational resources for teachers and students who have been impacted by the recent indoor air quality issues in our schools.

Mr. Bland presented the Enrollment Report, as attached. Dr. Copeland requested the presentation before the meeting next time so that the Board can read and prepare questions. Dr. Copeland suggested additional information regarding staffing in comparison to enrollment. Dr. Copeland requested information of possible redistricting. Ms. McGann stated that we have begun evaluating this information, as Mr. Bart suggested the Board will discuss this again at another meeting. Mr. Bland noted that the Curriculum Committee did review this at the last meeting. Ms. Fallon suggested that we begin looking at the school boundary lines and the effects of housing developments. Ms. Fallon noted that redistricting is not only for population but also to disburse all heterogeneous populations. Mr. Walker noted that the presentation does show developments that will effect Francis A. Desmares. Mr. Bart shared that we do need to start these discussions. Ms. Borucki noted that it is difficult to dictate where builders build. Ms. Fallon shared better communication between the Municipalities (Planning Boards) and school would be helpful. Ms. McGann reiterated enrollment numbers for all schools. Dr. Copeland shared that we could possibly need another elementary school, because of the additional 300 estimated students. Mr. Walker asked if Mr. Bland could produce color coded slides with the maximum capacity of each school and the actual number of students. Ms. Voorhees noted a Functional Education Capacity is based on square footage of floors and it was done years ago in the Long Range Facility Plan. She noted the capacity of a facility is not necessarily educational space. She noted you need to consider the class sizes, programming, heterogeneous placement, because even though there may be costs associated with transportation there may be cost savings with having centers, for example, one school would house a preschool program, another would house an ESL program etc. She stated there are different ways of looking at this with other options without building another school or redistricting. She then said that you can also reconfigure your schools into a K, 1 & 2 and 3, 4, 5, there are a lot of options to look out while moving forward in the next 5 to 10 years that doesn't necessarily dictate a new school. She shared that these items need to be looked at as a bigger picture, not in isolation. The bigger picture always starts with the philosophy of the Community. Ms. Voorhees noted that there needs to be a larger discussion regarding how we want our schools to be configured. Ms. Fallon strongly suggested that all discussions be community orientated.

On the motion of Ms. Borucki, seconded by Mr. Walker, minutes of the Executive Session on November 12, 2018* were approved viva voce.

***Dr. Kenny abstained.**

On the motion of Ms. Markowski, seconded by Ms. Abbott, minutes of the Regular Meeting on November 12, 2018* were approved viva voce.

***Dr. Kenny abstained.**

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 October 2018, 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 2018-2019.

The School Business Administrator/Board Secretary certify 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 October 31, 2018. As of these dates, sufficient funds are available to meet the district's known financial obligations for the remainder of school year 2018-2019.

On the motion of Ms. Fallon, seconded by Ms. Markowski, approval was given to accept the Reports of the Secretary and Treasurer of School Monies for the month of October 2018.

Aye:	Ms. Abbott	Ms. Markowski	Nay: 0	Abstain: 0
	Ms. Borucki	Ms. Mitcheltree		
	Dr. Copeland	Mr. Walker		
	Ms. Fallon	Mr. Bart		
	Dr. Kenny			

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.

None

PERSONNEL

The next meeting will be December 13, 2018.

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

All Personnel items were approved under one motion made by Ms. Markowski, seconded by Ms. Borucki.

Certified Staff – Appointments, Resignations and Leaves of Absence

1. Approval was given for the following staff members to take a leave of absence during the 2018-2019 school year, as follows:*

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
1.	Benz	Kristine	FAD	Grade 4	Maternity	Disability	March 13, 2019 – May 15, 2019
						FMLA	May 16, 2019 – October 18, 2019
2.	Bond	Michelle	RFIS	Grade 6 Language Arts	Maternity	Disability	March 22, 2019-May 24, 2019
						FMLA	May 27, 2019-June 30, 2019
3.	Krajewski	Jamie	RFIS	Resource Center	Maternity	Disability	January 23, 2019-March 20, 2019
						FMLA	March 21, 2019 – June 30, 2019

***Mr. Walker abstained.**

2. Approval was given for Marisa Curtis, Speech Pathologist, to receive a \$1,000 annual salary adjustment for obtaining National Board Certification in Speech, as per the FREA agreement, for the 2018-2019 school year. *

***Mr. Walker abstained.**

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

3. Approval was given to confirm the leave of absence of the following staff member for the 2018-2019 school year, as follows:

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
1.	Pollack	Christine	JPC	School Secretary	Medical	Disability	November 12, 2018-December 14, 2018

All Staff – Additional Compensation

4. Approval was given to employ the following staff member for extra compensation during the 2018-2019 school year as follows:*

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate/Stipend
1.	Strunk	Carri	RFIS	Up to 4 additional dates – Parent Teacher Conferences	Contractual	1/400 Annual Salary

***Mr. Walker abstained.**

5. Approval was given to reimburse mentoring fees for the Leader to Leader Program to the following Administrator, as follows:*

Item	Last Name	First Name	Location	Position	Mentoring Fee
1.	Giarratano	Anthony	RFIS	10-Month Vice Principal	\$1,500

***Ms. Borucki abstained.**

4. Approval was given to amend the October 29, 2018 motion:

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.	McGann	Kari	STEM Learning Ecosystems Initiative Community of Practice Convening Meeting, Newport Beach, CA	November 13-15, 2018	R,M,L,F,O	\$1,950

to read:

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (see below)	Max. Amount
1.	McGann	Kari	STEM Learning Ecosystems Initiative Community of Practice Convening Meeting, Newport Beach, CA	November 13-16, 2018*	R,M,L,F,O	\$2,050*

*weather related additional expenses

5. Approval was given to allow Stephen MacDonald, a Hunterdon Central High School student, to assist in the Barley Sheaf School cafeteria as part of a vocational program at the Hunterdon Central Regional High School, during the 2018-2019 school year.*

***Mr. Walker abstained.**

Aye: Ms. Abbott Ms. Markowski Nay: 0 **Abstain: Mr. Walker - #5**
 Ms. Borucki Ms. Mitcheltree
 Dr. Copeland Mr. Walker
 Ms. Fallon Mr. Bart
 Dr. Kenny

FACILITIES/OPERATIONS/SECURITY

The next meeting TBD.

The Facilities/Operations/Security item was approved under one motion made by Mr. Walker, seconded by Ms. Borucki.

Mr. Walker noted there will not be a December meeting, unless there is a pressing issue. He noted he wants a January meeting. Mr. Bart also wants January Committee meetings. Ms. Voorhees shared receiving the SAIF award and noted we have received this award for the past 18 years since the program's inception. Ms. Voorhees shared that this award is directly attributed to the efforts of Ms. Benz, Mr. Schild and Mr. Shumate who coordinate, attend and complete the requirements. The district received a \$9,000 credit to our insurance for receiving this award.

1. Approval was given to dispose of the attached list of broken district property and/or damaged/obsolete items from Copper Hill Elementary School, as they are no longer useable and are not required as a trade-in or a replacement purchase.
2. Approval was given to dispose of educational materials damaged by mold, from the following buildings, as attached:

Item	School
1.	Francis A. Desmares
2.	RFIS

Aye: **Ms. Abbott** **Ms. Markowski** **Nay: 0** **Abstain: 0**
Ms. Borucki **Ms. Mitcheltree**
Dr. Copeland **Mr. Walker**
Ms. Fallon **Mr. Bart**
Dr. Kenny

TRANSPORTATION

The next meeting will be December 3, 2018.

FINANCE

The next meeting will be December 10, 2018.

All Finance items were approved under one motion made by Dr. Copeland, seconded by Ms. Fallon.

1. Approval was given of the attached transfer list from October 23, 2018 to November 19, 2018.
2. Approval was given of the attached bill list for the month of November totaling \$2,557,616.32.
3. Approval was given to transfer \$268,341 from Capital Reserve into account 11-000-262-420-000-00-10 for mold remediation.
4. Approval was given to authorize the procurement of goods and services through the attached list of state contract vendors for the 2018/2019 school year.

Aye: Ms. Abbott Ms. Markowski **Nay: 0** **Abstain: 0**
 Ms. Borucki Ms. Mitcheltree
 Dr. Copeland Mr. Walker
 Ms. Fallon Mr. Bart
 Dr. Kenny

Mr. Bart noted that Ms. Abbott will be attending the Finance Committee meeting in Dr. Copeland's absence. Mr. Bart asked Ms. Voorhees to explain what the meeting will be about. Ms. Voorhees noted there is an opportunity to self-insure for health insurance for the district. Dr. Copeland explained each year the Board has the opportunity to go out and research health insurance. Ms. Voorhees reiterated we check the market every year. She added that our insurance broker reaches out through a similar RFP process that we discussed in the past. She said they have changed the perimeters for self-insuring and we are large enough that we could reap the benefits of not having to pay certain taxes and fees. She said this could ultimately save the district a significant amount of money. Ms. Mitcheltree asked what does self-insurance mean. Ms. Voorhees stated instead of us using an insurance company to cover our risk, we would work directly with an insurance company and then have a stop loss mechanism that would be put in place so that our risks are still controlled, but by self-insuring we eliminate certain things in the law that require us to pay fees and taxes in certain areas. Ms. Voorhees stated it does not mean that any of our staff would lose their doctors, their plan or their benefits, everything will stay the same, it's a behind the scenes funding mechanism that I am exploring. She noted we continually lose revenue and increase expenditures. She noted we are always trying to find ways to save. In the past we put in facility use fees and pay to play. This is another option for financing that I am looking at that could save us money with still keeping our program intact. Ms. McGann stated there has been no decision made. She noted we are just exploring and having conversations. She does not want the teachers to be nervous that something is going to change. The staff is not going to lose their doctor, there will not be changes to their health plans. We will meet with the Committee and share the information with the Board through minutes. Mr. Walker asked if this is something that is in place or is it something that came about in 2018. Ms. McGann stated other districts have it. Ms. Voorhees noted there are risk corridors that have changed recently in legislation that makes it more of a palatable option for us to consider. Ms. McGann noted it was the efforts of Ms. Voorhees and the broker to bring this about. Mr. Bart noted the committee will report out to the Board once we have the meeting on the 10th. He appreciates the Finance Committee changing the meeting date.

POLICY DEVELOPMENT

The next meeting will be December 11, 2018.

SPECIAL EDUCATION

The next meeting will be December 12, 2018.

All Special Education items were approved under one motion made by Ms. Fallon, seconded by Ms. Abbott.

1. Approval was given to begin the services of the following Teacher Assistant, contracted through the Hunterdon County Educational Services Commission, for the 2018-2019 school year, as follows:

Item	Last Name	First Name	Location	New or Replacement	Effective Date
1.	Neuhauser	Dominique	JPC	Replacement	November 27, 2018

2. Approval was given to employ the following Translator/Interpreter during the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:

Item	Last Name	First Name	Position	Max # of Hours	Rate
1.	Frignani	Claudia	Translator/Interpreter	100 shared hours	\$30.62/hr.

3. Approval was given to employ the following as Home Instructors, for the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:

Item	Last Name	First Name	Purpose	Shared Hours	Rate
1.	Ippolito	Rebekah	Home Instruction	300 hours	\$30.62/hr.
2.	Hamway	Douglas			

Ms. McGann explained the need for new Home Instructors. Ms. Fallon asked if these are additional people, not additional hours. Ms. McGann stated that is correct.

Aye: Ms. Abbott Ms. Markowski **Nay: 0** **Abstain: 0**
 Ms. Borucki Ms. Mitcheltree
 Dr. Copeland Mr. Walker
 Ms. Fallon Mr. Bart
 Dr. Kenny

MISCELLANEOUS (INFORMATION-ACTION ITEMS)

Information Items

1. Harassment, Intimidation & Bullying Investigations for the 2018-2019 school year:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
FAD	10/29/18	1	No	Remedial actions outlined in report
JPC	10/24/18	3	No	None
RFIS	10/31/18	1	No	Remedial actions outlined in report.

The Miscellaneous/Action items were approved under one motion made by Ms. Mitcheltree, seconded by Ms. Borucki.

Action Items

1. Approval was given to accept the Harassment, Intimidation & Bullying Investigations presented on the November 12, 2018 Board Agenda, as follows:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
JPC	10/22/18	1	Yes	Remedial actions outlined in report

2. Approval was given to adopt the attached schedule of Board of Education meetings and Reorganizational meetings January - December 2019.

Aye: Ms. Abbott Ms. Markowski **Nay: 0** **Abstain: 0**
 Ms. Borucki Ms. Mitcheltree
 Dr. Copeland Mr. Walker
 Ms. Fallon Mr. Bart
 Dr. Kenny

CORRESPONDENCE

None

OLD BUSINESS

None

NEW BUSINESS

Dr. Copeland thanked Ms. Fallon for her time on the Board. He acknowledged her many hours spent serving the students of the district. Mr. Walker asked if Wednesday's Security Meeting is public. Mr. Bart said only 4 Board Members will be attending, will not be a public meeting. Mr. Bart shared that about 10 schools are already registered.

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.

None

On the motion of Ms. Borucki, seconded by Ms. Abbott, the meeting was adjourned at 8:14 p.m. viva voce.

Respectfully Submitted,

Stephanie Voorhees
Business Administrator/Board Secretary

2018 Board Meetings

December 17