

**FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION
REGULAR MEETING
March 4, 2013
MINUTES**

The regular session of the Flemington-Raritan Regional Board of Education was called to order in conformance with the "Sunshine Law" by the Board President at 7:03 p.m. in the Auditorium at the J.P. Case Middle School.

Members Present

Robin Behn*	Justine Levine
Dennis Copeland	Doris McGivney
Bruce Davidson	Laurie Markowski
Anna Fallon	Patrick Larmore

Members Absent

*arrived at 7:07 p.m.

BOARD RECOGNITIONS

On January 14, students at J.P. Case Middle School competed in The Future City Competition at Rutgers University against 79 other teams from New Jersey. The event provides a fun and exciting educational engineering experience for middle school students that combines a stimulating engineering challenge with a "hands-on" application. During the competition, participants present their vision of a city of the future. They demonstrate problem-solving, teamwork, research and presentation skills and use practical math, science and computer applications to complete the challenge. Tonight, we welcomed these students as we are eager to hear more about their work. At that time, Mrs. Melissa Stager, G&T Teacher at J.P. Case Middle School was introduced for presentations.

Ms. Behn arrived.

We thanked everyone for presenting their work to us. We then presented each student with a certificate of recognition. When their name was called they came up to receive their certificates: Erin Corbo, William Brandt, Joseph Heitkamp, Christopher Testa, Christopher Albano, Isabelle Koene, Kathleen Adams and Khushma Parekh. We noted that Erin and William's entry won "Most Environmentally Friendly City," earning them \$50 gift cards to Best Buy. Isabelle, Kathleen, and Khushma's entry placed 9th overall. They received \$75 gift cards to Amazon. On behalf of the Board of Education, we congratulated these students for their hard work, extra hours and outstanding achievement. I invited the students to come up and receive their special certificates of recognition. We also recognized J.P. Case Gifted & Talented Teacher Melissa Stager, who advised these students. We then told everyone they did a job well done! We also told them that we are so proud of all of them. We also recognized Mr. Castellano and the students parents for their support.

CITIZENS ADDRESSED THE BOARD

None

SUPERINTENDENT'S REPORT

Mr. Nolan presented the 2013-2014 Preliminary Budget. Ms. Voorhees also assisted, by explaining the fund budget and state aid, as well as the tax impact.

PERSONNEL

The next meeting will be March 19, 2013.

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

Certified Staff – Appointments, Resignations and Leaves of Absence

All Personnel items were approved under one motion made by Dr. Copeland, seconded by Mr. Davidson.

1. Approval was given to accept the resignation of Lynn **Miller**, Learning Language Disabilities Teacher at Francis A. Desmares School, effective June 30, 2013, for the purpose of retirement.

2. Approval was given to amend the motion of October 22, 2012:

for the following staff members to take a maternity leave as follows:

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Baden	Melissa	RFIS	Gr. 6 Math	Disability Leave	February 11, 2013-March 22, 2013
					Family Leave/NJ Paid	April 2, 2013-June 30, 2013

to read:

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Baden	Melissa	RFIS	Gr. 6 Math	Disability Leave	February 11, 2013-March 18, 2013
					Family Leave/NJ Paid	March 19, 2013-June 30, 2013

Ms. Markowski abstained from item #2.

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

3. Approval was given to transfer Nancy **Kendzulak**, Half-Time Business Office Secretary, to Curriculum Office Secretary, effective March 5, 2013. Salary to be \$50,978, prorated, which is based on Step 2 of the 2012-2013 Administrative Secretary Guide.

All Staff – Additional Compensation

4. Approval was given 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.	Barnes	Jessica	JPC	Home Instruction	100	\$29.80/ hr
b.	Cohn	Michelle	CH	Home Instruction	100	\$29.80/ hr
c.	Force	Patti	CH	Home Instruction	100	\$29.80/ hr
d.	Kwiatek	Rebecca	RH	Home Instruction	100	\$29.80/ hr

5. Approval was given to appoint the following mentor for the 2012-2013 school year. Stipend to be \$550 and \$1,000 for alternate route mentoring per year. Prorated as needed.

Item	Mentor	Mentor's Location	Novice Teacher
a.	Susan Enos	BS	Martin Hernandez

Substitutes

6. Approval was given 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.	Dimemmo	Rebecca	Nurse	Substitute Certificate
b.	Elberty	Lauren	Teacher/Teacher Assistant	Substitute Certificate
c.	Floyd	Colleen	Library Clerk/Café Aide	N/A
d.	LaMonte	Daniel	Teacher/Teacher Assistant	Substitute Certificate
e.	Andrews	Colleen	Teacher/Teacher Assistant/ Library Clerk/Café Aide	Substitute Certificate
f.	Talarico	Kathleen	Teacher/Teacher Assistant	Substitute Certificate
g.	Ydoate	Christina	Teacher/Teacher Assistant	Teacher of Social Studies – CEAS

h.	Ericson	Jaime	Teacher/Teacher Assistant	Elementary School Teacher K-5 – CEAS
i.	Anno	Darlene	Teacher/Teacher Assistant	Substitute Certificate
j.	Peake	Lisa	Secretary/Library Clerk	N/A
k.	Dragon	Alyssa	Teacher/Teacher Assistant	Substitute Certificate

Field Placements

7. Approval was given for the following student to observe classes during the 2012-2013 school year:

Item	Last Name	First Name	From	Location
a.	Marinaro	Deborah	Raritan Valley Community College	Copper Hill

Professional Development/Travel

8. Approval was given 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 the district's professional development plan.

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (See Below)	Max. Amt.
a.	Slomczewski	Gregory	Winners! Workshop for Librarians, Somerset, NJ	April 25, 2013	R,M	\$210
b.	Flavin	Patricia	NJECC Conference, Montclair, NJ	March 14, 2013	M	\$35
c.	Stewart	Barbara	NJ Core Standards – NJASK PARCC Transitions	March 18, 2013	R	\$75
d.	Litchfield	Kristen	NJ Core Standards – NJASK PARCC Transitions	March 18, 2013	R	\$75
e.	Baker	Carol	NJ Core Standards – NJASK PARCC Transitions	March 18, 2013	R	\$75
f.	Mason	Erin	NJ Core Standards – NJASK PARCC Transitions	March 18, 2013	R	\$75
g.	Fielding	Therese	NJ Core Standards – NJASK PARCC Transitions	March 18, 2013	R	\$75
h.	Casterline	Christine	NJ Core Standards – NJASK PARCC Transitions	March 18, 2013	R	\$75
i.	Ashey	Elizabeth	NJ Core Standards – NJASK PARCC Transitions	March 18, 2013	R	\$75
j.	Hart	Jonathan	NJ Council for Exception Children Conference, Mahwah, NJ	March 18, 2013	R	\$100
k.	Weil	Meredith	Winners! Workshop for Librarians, Somerset, NJ	April 25, 2013	R	\$190
l.	DeMarco	Anthony	The Essentials of HIB Investigation, Monroe, NJ	May 9, 2013	R	\$125
m.	Truncale	Christopher	NJECC Conference, Montclair, NJ	March 14, 2013	R, M	\$150
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

Aye: Ms. Behn Dr. Levine Nay: 0 Abstain: **Ms. Markowski (item #2)**
 Dr. Copeland Ms. Markowski
 Mr. Davidson Ms. McGivney
 Ms. Fallon Mr. Larmore

CURRICULUM

The next meeting will be March 7, 2013.

The Curriculum items were approved under one motion made by Ms. Fallon, seconded by Dr. Levine.

Approval was given to utilize the New Jersey Virtual School, a division of the Monmouth-Ocean Educational Services Commission, to provide instruction to homebound students on an as-needed basis.

Aye: Ms. Behn Dr. Levine Nay: 0 Abstain: 0
 Dr. Copeland Ms. Markowski
 Mr. Davidson Ms. McGivney
 Ms. Fallon Mr. Larmore

FACILITIES/OPERATIONS

The next meeting will be March 20, 2013.

No report

TRANSPORTATION

The next meeting will be March 14, 2013 (tentative).

No report

FINANCE

The next meeting will be February 11, 2013.

All Finance items were approved under one motion made by Mr. Davidson, seconded by Ms. Behn.

1. Approval was given to accept the 2011-2012 Extraordinary Aid from the State of New Jersey in the amount of \$272,932 for Special Education student costs, in excess of \$40,000 and to approve an increase in the 2012-2013 budget, pursuant to N.J.S.A. 18A:22-8.1 and the New Jersey Department of Regulations, for Special Education Private School placements, effective February 1, 2013.
2. Approval was given of the following resolution:

Resolution to adopt the tentative 2013-2014 budget

BE IT RESOLVED, that the tentative budget be approved for the 2013-2014 School Year using the 2013-2014 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 Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

<u>Expenditures</u>		<u>Revenue</u>	
		Fund 10	
General Current Expense	\$52,801,946	Budgeted Fund Balance	\$ 1,916,335
Capital Outlay	\$ 1,123,675	Local Tax Levy	\$45,747,866
		Use of Banked Cap	(\$528,920) included
Special Revenue Fund	\$ 802,208	Misc Revenue	\$ 200,000
Repayment of Debt	\$ 3,421,956	Ed Jobs Fund	\$ 0
		State Aid	\$ 6,061,420
		Fund 20	
		Est. Special Revenue	\$ 802,208
		Fund 40	
		Repayment of Debt	\$ 3,421,956
Total Expenditures	\$58,149,785	Total Revenue	\$58,149,785

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 the Flemington-Raritan Regional School District's Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$528,920 for the purpose of meeting Core Curriculum Content Standards. The district intends to complete said purposes by June 2014.

BE IT FURTHER RESOLVED, that a public hearing be held at the J.P. Case Middle School, Flemington, New Jersey on March 21, 2013 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.

3. 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 2012-2013 school year of \$250,000. To date \$29,264.53 has been expended from the 2012-2013 budget; be it

RESOLVED, That the Flemington-Raritan Regional Board of Education established a maximum travel expenditure amount for the 2013-2014 school year of \$200,000.

Aye: Ms. Behn Dr. Levine Nay: 0 Abstain: 0
 Dr. Copeland Ms. Markowski
 Mr. Davidson Ms. McGivney
 Ms. Fallon Mr. Larmore

COUNTY SCHOOL BOARDS ASSOCIATION

The next meeting will be March 14, 2013.

NEW JERSEY SCHOOL BOARDS ASSOCIATION/LEGISLATIVE ADVISOR

Ms. Behn mentioned concern for the sequester. We will need to keep close watch.

POLICY

The next meeting will be April 23, 2013.

All Policy items were approved under one motion made by Ms. McGivney, seconded by Ms. Markowski.

1. Presentation of Policy 2361, Acceptable Use of Computer Networks/Computers & Resources, for first reading, as attached.

In August 2011, the Federal Communications Commission (FCC) released an Order updating the Children's Internet Protection Act. The Order requires school districts to update their Acceptable Use Policy to state the district is "educating minors about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms and cyber bullying awareness and response." School districts may determine how this education is provided to pupils. Policy and Regulation Guides 2361 have been updated to include this requirement and several other general revisions. The district's Policy must be updated in accordance with this recent FCC Order by July 1, 2012 and is a condition for receipt of certain Federal funding, primarily E-Rate funding. In order to provide districts enough time for adoption prior to July 1, 2012, we provided notice on May 1, 2012 through the Strauss Esmay website and a Strauss Esmay E-LERT that this Summary and the updated Policy and Regulation Guides were available for download via www.straussesmay.com. Many school districts have adopted a locally developed Acceptable Use Policy and Regulation. It is recommended the language in Policy and Regulation Guides 2361 regarding Internet Safety, the Children's Internet Protection Act, and the Neighborhood Children's Internet Protection Act be reviewed and included in any locally-developed Acceptable Use Policy and Regulation. Policy Guide 2361 is **MANDATED**.

2. Approval was given to adopt revised Policy 6160, Staff Grants Incentive Program, as attached. These are recommended revisions to district practices.

Aye: Ms. Behn Dr. Levine Nay: 0 Abstain: 0
 Dr. Copeland Ms. Markowski
 Mr. Davidson Ms. McGivney
 Ms. Fallon Mr. Larmore

INFORMATION ITEMS

1. 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

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

2. Suspensions for the month of February:

School	Reason	Duration
J.P. Case	Inappropriate verbal and cyber communication with student	1 day
J.P. Case	Reckless behavior resulting in inappropriate physical contact with another student	1 day
J.P. Case	Reckless behavior resulting in inappropriate physical contact with another student	1 day

MISCELLANEOUS

All Miscellaneous items were approved under one motion made by Ms. Markowski, seconded by Mr. Davidson.

1. Approval was given of the March 13, 2013 Strategic Plan Update Meeting, 6 p.m.-9 p.m.
2. Approval was given of the March 18, 2013 Board Planning Session, 5:45 p.m.-7 p.m.
3. Approval was given of the March 21, 2013 Budget Public Hearing Meeting, 6 p.m.

Aye: Ms. Behn Dr. Levine Nay: 0 Abstain: 0
 Dr. Copeland Ms. Markowski
 Mr. Davidson Ms. McGivney
 Ms. Fallon Mr. Larmore

CORRESPONDENCE

Three members of the Board of Education received correspondence. Dr. Copeland will review the correspondence and respond to them.

OLD BUSINESS

Ms. Fallon asked if professionals can look at the buildings to improve the school security. Mr. Nolan noted the police did a walk through in all the facilities. We will also brainstorm ideas with the prosecutor's office. Our architect is also reviewing. Mr. Nolan did meet with a security professional with the Borough.

NEW BUSINESS

Ms. Fallon asked why we still have a police officer in the Reading-Fleming Intermediate School. She does not know the role. Mr. Nolan shared that the Borough was concerned because of a copycat. Mr. Nolan will meet again with the Borough in April. Mr. Nolan has communicated with the Reading-Fleming Intermediate School staff and Administration.

He noted we do want consistency for all schools, but we did take the Borough up on their offer. Mr. Nolan noted he made the decision based on what he thought was best. The feedback has been very positive. Mr. Davidson does not feel this is a decision for administration only. He feels the Board should have input regarding the continued police presence at Reading-Fleming Intermediate School. Mr. Davidson is not sure we want continued police presence as a District. Mr. Larmore restated that 2 Board Members are concerned with police presence in the Borough. He also noted that the Borough now has a feel for the school. This was positive time spent at the school. Mr. Larmore noted the Board does need to look at this further. He recommended that the Facilities/Operations Committee re-discuss this. Mr. Nolan stated the process is ongoing. We want to make sure we have a consistent policy for all of our schools. Ms. Fallon added she thinks it might make sense to get a larger scope besides law enforcement perspective. She is still concerned with the police officer in the building. Mr. Davidson stated he is ok with the police in the building until the end of March. Ms. Behn noted the Facilities/Operations Committee did discuss this and they are waiting for more information.

Ms. Behn wished Ms. Miller a happy retirement.

Dr. Copeland wanted to update the Board regarding the .5 Guidance Counselor Position. The item has not been approved. The Board Attorney confirmed, since the position was not posted, the position cannot be filled. The Board supports the .5 Guidance Counselor. Mr. Nolan noted the position was posted today.

CITIZENS ADDRESS THE BOARD

None

ADJOURN

On the motion of Ms. McGivney, seconded by Ms. Markowski, the meeting was adjourned at 8:17 p.m.

Respectfully Submitted,

Stephanie Voorhees
Business Administrator/Board Secretary

Upcoming Board Meetings

March 13 – Strategic Plan Update
March 18 – Board Planning Session
March 21 – Budget Public Hearing Meeting
April 8 – ESL & Language Learning Disability Program Presentation
April 22
May 6- District Re-organization
May 20- Response to Intervention (Rtl) Presentation & Demographer Report
June 3- Teacher Evaluation Pilot Presentation
June 17
July 22
August 26
September 9
September 23
October 7
October 21
November 4
November 18
December 2
December 16