

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION

AGENDA

DECEMBER 16, 2013

EXECUTIVE SESSION – 6:00 P.M. – J.P. CASE ROOM D-111

REGULAR MEETING – 7:00 P.M. - J.P. CASE AUDITORIUM

I. Call to Order by the Board President in the J.P. Case Auditorium

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.

Negotiations & 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 provide 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. Approval of Minutes – Regular Meeting – November 18, 2013

VIII. Citizens Address the Board

IX. Superintendent's Report- Comprehensive Annual Financial Report by Paul Freda, Suplee, Clooney & Company

X. Reports of the Secretary and Treasurer of School Monies

XI. Report of the Standing Committees and Appointments

A. PERSONNEL – Dennis Copeland, Chairperson – Next Meeting, January 14, 2014

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

Certified Staff – Appointments, Resignations & Leaves of Absence

1. Approval to transfer Stacey **Timpson**, .5 Support Skills Teacher at Copper Hill School, to .5 Support Skills Teacher at Robert Hunter School, effective January 2, 2014.
2. Approval of the following certificated staff members to take days without pay for personal reasons:

Item	Last Name	First Name	Location	Dates
a.	Staikos	Christina	CH	January 2-3, 2014
b.	Ashey	Elizabeth	RH	November 27, 2013
c.	Healy	Karen	FAD	January 2, 2014
d.	Alfieri	Brenda	FAD	January 27, 2014
e.	Johnson	Jennifer	RH	January 21 & 22, 2014

3. Approval to amend the motion of November 18, 2013:

to employ the following maternity leave replacements. These candidates will be highly-qualified for these positions. Fingerprinting and health exam required.

Item	Last Name	First Name	Position/ Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
c.	Russo	Leah	Resource Center/Jaclyn Schorr/JPC	November 26, 2013-March 7, 2014	Sub Per Diem Pay	CEAS-Preschool through Gr. 3, CEAS-Students w/Disabilities/CEAS-Elementary w/ Language Arts Grades 5-8-Pending Monmouth University
				March 10, 2014-May 6, 2014	\$48,770/BA/1	

to read:

Item	Last Name	First Name	Position/ Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
c.	Russo	Leah	Resource Center/Jaclyn Schorr/JPC	December 2, 2013- March 7, 2014	Sub Per Diem Pay	CEAS-Preschool through Gr. 3, CEAS-Students w/Disabilities/CEAS-Elementary w/ Language Arts Grades 5-8-Pending Monmouth University
				March 10, 2014-May 6, 2014	\$48,770/BA/1 prorated	

4. Approval to amend the motion of July 8, 2013:

to employ the following maternity leave replacements. These candidates will be highly-qualified for this position. Fingerprinting and health exam required.

Item	Last Name	First Name	Position/Loc/ Replacing	Dates	Salary/Degree/Step	Certification/ College
c.	Santoro	Lisa	Grade 2/FAD/ Joey Mulholland	September 3, 2013-December 3, 2013	Per Diem Sub Pay	CEAS-Preschool-Grade3/ Montclair University
				December 4, 2013-January 3, 2014 (<i>pending County approval for extension</i>)	\$48,770/BA/1 prorated	

to read:

Item	Last Name	First Name	Position/Loc/ Replacing	Dates	Salary/Degree/Step	Certification/ College
c.	Santoro	Lisa	Grade 2/FAD/ Joey Mulholland	September 3, 2013-December 3, 2013	Per Diem Sub Pay	CEAS-Preschool-Grade3/ Montclair University
				December 4, 2013- January 2, 2014 (<i>pending County approval for extension</i>)	\$48,770/BA/1 prorated	

5. Approval to employ the following leave replacements: These candidates will be highly qualified for these positions: Fingerprinting and health exam required:

Item	Last Name	First Name	Position/ Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
a.	Santoro	Lisa	Grade1/Gabrielle Behrens/FAD	January 3, 2014-April 1, 2014	Per Diem Sub Pay	Provisional Preschool-Grade 3/ Montclair University
				April 2, 2014-June 30, 2014	\$48,770/BA/1 prorated	
b.	Mikalsen	Kathleen	Stretch/ Michele Fisher/RH	December 11, 2013-January 17, 2014	Per Diem Sub Pay	Standard-Elementary School Teacher/ Ohio State
				January 17, 2014-January 24, 2014	\$48,770/BA/1 prorated	

6. Approval to accept the resignation of Susan **Mitcheltree**, Support Skills Teacher at Copper Hill School, effective January 31, 2014, for the purpose of retirement.
7. Approval to employ the following candidates. These candidates are or will be highly qualified for this position. Fingerprinting and health exam required:

Item	Last Name	First Name	Position/Loc	Dates	Salary/Degree/Step	Certification/College
a.	Bergstrom	Carly	Resource Center/RFIS	December 18, 2013	\$48,770/BA/1 Prorated	CEAS-Preschool Grade 3/CEAS Student w/Disabilities/Marywood University
b.	Ribaud	Kristen	ESL/RH	Effective upon fingerprint clearance	\$51,970/MA/1 prorated	CEAS-Teacher of English as a Second Language-pending

8. Approval to amend the motion of November 18, 2013:

to accept the resignation of Kristen Zizelmann, Resource Center Teacher at Reading-Fleming Intermediate School, effective no later than January 2, 2014.

to read:

to accept the resignation of Kristen Zizelmann, Resource Center Teacher at Reading-Fleming Intermediate School, effective **December 20, 2013**.

9. Approval to amend the motion of June 17, 2013:

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

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Gerlach	Margaret	CH	Grade 2	Disability Leave	October 31, 2013-January 6, 2014
					Family Leave/NJ Paid	January 7, 2014-April 7, 2014
					Childcare Leave	April 8, 2014-April 30, 2014

to read:

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Gerlach	Margaret	CH	Grade 2	Disability Leave	October 31, 2013- December 18, 2013
					Family Leave/NJ Paid	December 19, 2013-March 21, 2014
					Childcare Leave	March 24, 2014-April 30, 2014

10. Approval to amend the motion of October 21, 2013:

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

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
b.	Quinones	Wanda	RFIS	VP	Disability Leave	December 5, 2013-January 22, 2014
					Vacation Days	January 23, 2014-February 5, 2014
					Family Leave	February 6, 2014-April 1, 2014

to read:

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
b.	Quinones	Wanda	RFIS	VP	Disability Leave	December 5, 2013- January 10, 2014
					Vacation Days	January 13, 2014-January 28, 2014
					Family Leave	January 29, 2014-April 1, 2014

Non Certified Staff – Appointments, Resignations & Leaves of Absence

11. Approval to employ Anthony **Hudzinski** as Computer Technician, effective January 2, 2014, pending fingerprint clearance. Salary to be \$34,343, prorated. Fingerprinting and health exam required:

All Staff – Additional Compensation

12. Approval to employ/confirm the following staff members for additional compensation during the 2013-2014 school year:

Item	Last Name	First Name	Loc	Purpose	Max. # of Hours per Event	Rate/Stipend
1.	Alesio	Brian	RFIS	Parent-Teacher Conference One additional evening	N/A	1/400 annual salary
2.	Kucharski	Amy	RFIS	Parent-Teacher Conference One additional evening	N/A	1/400 annual salary
3.	Harley	Adrienne	FAD	Prep for Staff Faculty Meeting Workshop for DRA	2	\$33.78/hour
4.	Shirvanian	Lindsay	FAD	Prep for Staff Faculty Meeting Workshop for DRA	2	\$33.78/hour
5.	Baills	Colette	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
6.	Bajorek	Jennifer	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
7.	Blay	Oliver	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
8.	Boelhouwer	Peter	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
9.	Cahill	William	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
10.	Gilmurray	Mindi	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
11.	Meizanis	Mindy	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
12.	Meyer	Misti	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
13.	Pirog	Michelle	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
14.	Roll	Betsy	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
15.	Tamburino	Megan	JPC	6 th Parent-Teacher Conference	N/A	1/400 annual salary
16.	O'Brien	Megan	JPC	6 th & 7 th Parent-Teacher Conference	N/A	1/400 annual salary
17.	Dufford	Melanie	JPC	6 th & 7 th Parent-Teacher Conference	N/A	1/400 annual salary
18.	Hlavsa-Suk	Dawn	JPC	6 th & 7 th Parent-Teacher Conference	N/A	1/400 annual salary
19.	Plichta	David	JPC	6 th & 7 th Parent-Teacher Conference	N/A	1/400 annual salary
20.	Ruppel	Ann	JPC	6 th & 7 th Parent-Teacher Conference	N/A	1/400 annual salary
21.	Santagata	Michael	RFIS	Activity Night/Concert Chaperone	2.5 per evening	\$30.62/hour

22.	Byk	Leah	RH	Homework Club Advisor-IDEA Grant	30/hrs. shared/school	\$30.62/hr
23.	Cinquemani	Tiffany	RH	Homework Club Advisor-IDEA Grant	30hrs. shared/school	\$30.62/hr
24.	Godby	Kaitlyn	RH	Homework Club Advisor-IDEA Grant	30hrs. shared/school	\$30.62/hr
25.	Skiba	Jennifer	RH	Homework Club Advisor-IDEA Grant	30hrs. shared/school	\$30.62/hr
26.	Gravett	Julie	BS	Homework Club Advisor-IDEA Grant	30hrs. shared/school	\$30.62/hr
27.	Povall	Cynthia	BS	Homework Club Advisor-IDEA Grant	30hrs. shared/school	\$30.62/hr
28.	Dolan	Jamie	JPC	Homework Club Advisor-IDEA Grant	36hrs. shared/school	\$30.62/hr
29.	Pirog	Michelle	JPC	Homework Club Advisor-IDEA Grant	36/hrs. shared/school	\$30.62/hr
30.	Petto	Suzanne	CH	Project Achieve-IDEA Grant	2 hrs. Prep/ 20hrs. shared per school	Hourly not to exceed \$40/hr
31.	Servetnick	Kimberly	CH	Project Achieve-IDEA Grant	2 hrs. Prep/ 20hrs. shared per school	Hourly not to exceed \$40/hr
32.	Grunstra	Kathleen	FAD	Project Achieve-IDEA Grant	2 hrs. Prep/ 20hrs. shared per school	Hourly not to exceed \$40/hr
33.	Stephan	Laura	FAD	Project Achieve-IDEA Grant	2 hrs. Prep/ 20hrs. shared per school	Hourly not to exceed \$40/hr
34.	Cagenello	Stacey	RFIS	Bloodborne Pathogen Training	1	\$33.78/hour
35.	Adams	Lisa	FAD	CPR/AED-Cafeteria Aide	2	Hourly
36.	Gordley	Judith	FAD	CPR/AED-Cafeteria Aide	2	Hourly
37.	Hamed	Hanan	RFIS	CPR/AED-Cafeteria Aide	2	Hourly
38.	Larsen	Mary Ann	FAD	CPR/AED-Cafeteria Aide	2	Hourly
39.	Mandal	Mitra	FAD	CPR/AED-Cafeteria Aide	2	Hourly
40.	Zacek	Laura	FAD	CPR/AED-Cafeteria Aide	2	Hourly
41.	Lango	Cori	BS	Home Instruction	25	\$30.62/hour
42.	Klein	Lea	FAD	Strategies for Success	3 Hrs.	\$33.78/hour
43.	Kassick	Joseph	RH	Presenter for Professional Development Workshop on January 14, 2014	3 Hrs.	\$33.78/hour
44.	Shirvanian	Lindsay	FAD	Presenter for Professional Development Workshop on January 14, 2014	3 Hrs.	\$33.78/hour
45.	DeLorenzo	Kristin	RFIS	Presenter for Professional Development Workshop on January 14, 2014	3 Hrs.	\$33.78/hour
46.	Gardner	Elizabeth	RFIS	Presenter for Professional Development Workshop on January 14, 2014	3 Hrs.	\$33.78/hour
47.	Carmona	Eva	RH	Translation	2 Hrs.	\$33.78/hour

Substitutes

13. Approval to employ the following applicants as Substitutes for the 2013-2014 school year pending fingerprinting:

Item	Last Name	First Name	Position(s)	Certification(s)
a.	Muia	Renee	Teacher, Teacher Assistant	Standard-Elementary School Teacher
b.	Sproviero	Amanda	Teacher, Teacher Assistant	Substitute Certificate
c.	Andrews	William	Teacher, Teacher Assistant, Cafeteria Aide, Library Clerk	Substitute Certificate

d.	Polizzi	Lucille	Teacher, Teacher Assistant	Substitute Certificate
e.	Mikalsen	Kathleen	Teacher, Teacher Assistant	Standard-Elementary School Teacher
f.	Beckwith	Frances	Teacher, Teacher Assistant	Standard-Elementary/Nursery School Teacher
g.	Ribaudo	Kristen	Teacher, Teacher Assistant	Substitute Certificate
h.	Cassidy	Eve	Teacher, Teacher Assistant	Standard-Elementary School Teacher

14. Approval to employ Heather **Lewis** as a Substitute Transportation Aide for the 2013-2014 school year at a rate of \$21.12 per hour.

Field Placements

15. Approval for the following students to observe classes during the 2013-2014 school year:

Item	Last Name	First Name	From	Location
a.	Smith	Jennifer	Penn State University	Copper Hill
b.	Carr	Cathy	University of Phoenix	Robert Hunter
c.	Nork	Brianna	Quinnipiac University	Barley Sheaf
d.	O'Driscoll	Eileen	The College of New Jersey	JP Case
e.	McNally	David	The College of New Jersey	JP Case
f.	Ferry	Colleen	The College of New Jersey	JP Case
g.	Schwabe	Denise	Montclair University	Copper Hill
h.	Carr	Cathy	University of Phoenix	Reading-Fleming Intermediate

Professional Development/Travel

16. 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 the district's professional development plan.

Item	Last Name	First Name	Workshop/ Conference	Dates	Includes (See Below)	Max. Amt.
a.	Katz	Beth	Efficient and Effective Therapy Techniques for Articulation Errors, Voorhees, NJ	January 7, 2014	R, M	\$255
b.	Howell	Carol	Section 504 in New Jersey, Princeton, NJ	February 27, 2014	R	\$190
c.	Masessa	Mark	Section 504 in New Jersey, Cherry Hill, NJ	February 28, 2014	R	\$190
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

B. CURRICULUM – Anna Fallon, Chairperson, Next Meeting, January 16, 2014

1. Approval to employ a consultant from Foundation for Educational Administration to prepare and present a workshop entitled, "Understanding the Real Role of the School Safety Team," during the 2013-2014 school year at a cost of \$1,750.
2. Approval to employ a consultant from Foundation for Educational Administration to prepare and present a workshop entitled, "Improving Academic Achievement through the School Improvement Panel," during the 2013-2014 school year at a cost of \$1,750.
3. Approval to employ a consultant from Bureau of Education & Research to prepare and present a workshop entitled, "Guided Math: Practical Strategies to Differentiate Your Math Instruction Using Small Group Instruction and Math Learning Centers (K-2)," during the 2013-2014 school year at a cost of \$4,406.
4. Approval to enter into a contract with The Northeast Foundation for Children, Inc., to provide Responsive Classroom Certification Coaching for Jenni Lee Pierson at \$2,400.

C. FACILITIES/OPERATIONS – Robin Behn, Chairperson, Next Meeting, January 15, 2014

1. Approval to accept the Facility Use Agreement between the Flemington-Raritan School District and the Flemington-Raritan Youth Basketball Association from July 1, 2013 through June 30, 2014, as attached.

D. TRANSPORTATION – Laurie Markowski, Chairperson, Next Meeting, January 8, 2014

E. FINANCE – Bruce Davidson, Chairperson, Next Meeting, January 7, 2014

1. Approval to accept the attached Comprehensive Annual Financial Report of the Flemington-Raritan Regional School District for the fiscal year July 1, 2012 to June 30, 2013, as prepared by Suplee, Clooney & Co. of Westfield, New Jersey without any recommendations.
2. Approval of the attached transfer list from November 9, 2013 to December 10, 2013.
3. Approval of the attached bill list for the month of December totaling \$1,875,735.17.

F. REPRESENTATIVE TO THE COUNTY SCHOOL BOARDS ASSOCIATION – Robin Behn/Laurie Markowski

G. REPRESENTATIVE TO THE NJSBA/LEGISLATIVE ADVISOR – Laurie Markowski

H. POLICY DEVELOPMENT – Doris McGivney, Chairperson, Next Meeting, January 21, 2014

1. Presentation of the new Head Lice policy for 1st reading.
2. Approval to adopt the following revised policies and regulations.

3221	Evaluation of Teachers (Policy & Regulation)
3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (Policy & Regulation)
3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (Policy & Regulation)

I. MISCELLANEOUS

1. Drills to date for the 2013-2014 School Year:

Month	Fire Drills					
	BS	CH	FAD	JPC	RFIS	RH
Sept	9/10	9/10	9/13	9/13	9/4	9/10
Oct	10/2	10/30	10/02	10/3	10/16	10/3
Nov	11/4	11/25	11/25	11/6	11/20	11/11
Dec						
Jan						
Feb						
March						

Month	Security					
	BS	CH	FAD	JPC	RFIS	RH
Sept	9/19	9/24	9/19	9/17	9/5	9/19
Oct	10/21	10/14	10/25	10/14	10/15	10/21
Nov	11/18	11/6	11/15	11/15	11/6	11/20
Dec						
Jan						
Feb						
March						

2. Harassment, Intimidation & Bullying Investigations for the 2013-2014 school year:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
Desmares	October 8 and 17, 2013	3	No	Remedial measures outlined in report
Copper Hill	November 12, 2013	5	No	Remedial measures outlined in report
J.P. Case	October 2013	2	No	None

3. Out of School Suspensions for the month of October and November:

School	Reason	Duration
Barley Sheaf	iPad theft	One day
Barley Sheaf	Bringing a weapon to school	Two days
J.P. Case	Insubordination to a staff member	One day
J.P. Case	Vandalism	Two days
Robert Hunter	Verbal threats and physical aggression toward staff	Three and a half days
Robert Hunter	Unsafe behavior in the classroom	Half Day

Action Items

- Approval of the agreement between the Hunterdon County Educational Services Commission and the Flemington-Raritan Board of Education for providing teacher assistant services from July 1, 2014 through June 30, 2015, as attached.
- Approval of the revised 2013-2014 Student Calendar, as attached.
- Approval for the following student, ID#2013439, to attend the Copper Hill Integrated Preschool Program during the 2013-2014 school year at an annual tuition rate of \$3,000. Parents to provide transportation.
- Approval to adopt the attached schedule of the Board of Education meetings through December 2014.
- Approval to renew the Standard Insurance Policy from February 1, 2014 – January 31, 2017, at the existing premium rate for the administrative disability insurance.
- Approval of January 27, 2014 as the Reorganization meeting of the Board for the Flemington-Raritan School District.
- Approval to accept the Memorandum of Understanding By and Between the State of New Jersey Office of Emergency Management and the Flemington-Raritan Board of Education, as attached.
- Approval to amend the motion of November 18, 2013:

to confirm Gabrielle Bonnavent to conduct translations on November 11, 12 & 13, 2014 at a rate of \$30.62 for a maximum of 15 hours.

to read:

to confirm Gabrielle Bonnavent to conduct translations on November 11, 12,13 & **14**, 2014 at a rate of \$30.62 for a maximum of 15 hours.
- Approval for Robert Hunter School to dispose of the attached list of damaged library books.
- Approval to resubmit the N.J. Quality Single Accountability Continuum (QSAC) Statement of Assurance – School Year 2013-2014, as attached.

11. Approval to contract with CDW-G for the purchase of the following items for J.P. Case Middle School at a total cost of \$59,971.10 under State Contract MRESC Bid.

Quantity	Description	Price	Total
150	HP SB Chrome Book 11	\$277.19	\$41,578.50
150	ACAD Google Chromeos Mgt License	\$30.00	\$4,500
150	Chrome OS White Glove Config Svc	\$21.94	\$3,291.00
150	HAPARA Chrome Book Host	\$5.90	\$885.00
5	Datamation Chrome Book Carts	\$1,943.32	\$9,716.60
Total			\$59,971.10

12. Approval to accept \$33,200 from an i3 Grant in partnership with New York University. Monies to be used to provide materials, training, and instructional fees associated with training eight out-of-district teachers during the 2013-2014 school year.
13. Approval to accept \$28,700 for providing Reading Recovery training at a cost of \$4,100 per teacher during the 2013-2014 school year from the following school districts:

District	# of Reading Recovery Trainees	Total Amount
Madison Public Schools	1	\$4,100
Oak Knoll School of the Holy Child	1	\$4,100
Robbinsville Public Schools	1	\$4,100
Wanaque School District	1	\$4,100
West Windsor-Plainsboro School District	3	\$12,300

XII. Correspondence

XIII. Old Business

XIV. New Business

XV. Citizens Address the Board

XVI. 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.

XVII. Adjourn

Upcoming Board Meetings-2014

January 27

February 24

March 17

April 28

May 19

June 16

July 21

August 18

September 15

October 20

November 17

December 15