

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION

May 7, 2012

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

- 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. Pledge of Allegiance
- V. 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.

- VI. Board Recognition

The Board of Education recognizes J.P. Case Middle School 8th-grader Jordan Sloss! Jordan submitted a winning entry in the middle school category of the “My Favorite Teacher” essay contest sponsored by Barnes and Noble Booksellers. Jordan wrote her essay about Ms. Kristina Southern, an 8th-grade Social Studies Teacher at J.P. Case. Entries were judged on the compelling nature of a teacher's inspiring qualities, sincerity of a student's appreciation and quality of expression and writing. Both Jordan and Ms. Southern were recognized during the Bridgewater bookstore’s Educator Appreciation Event on April 17. Congratulations to Jordan, Ms. Southern and J.P. Case teacher Mindi Gilmurray, who encouraged Jordan to submit the essay that she had written as part of her Language Arts class. The Board is extremely proud of Jordan’s achievement and of Ms. Southern for her ability to inspire, motivate and encourage her students. Congratulations!

- VII. Approval to designate the following banking institutions as depositories for the purpose of investment of funds of the school district by the Secretary/Business Administrator for the 2012-2013 school year:

MBIA	CLASS
NJ-ARM	NJ Cash Management Fund

- VIII. Approval to authorize the Board President to sign all legal documents, payrolls and warrants, and the Board Vice President to sign same when the President is not available for the 2012-2013 school year.
- IX. Approval to authorize payment of bills between Board meetings for the 2012-2013 school year.
- X. Approval to authorize the procurement of goods and services through the attached list of state contract vendors for the 2012-2013 school year.
- XI. Approval to adopt the attached Chart of Accounts.
- XII. Approval to designate the Hunterdon County Democrat as the official newspaper for the district and The Courier News as an alternate newspaper for the district for the 2012-2013 school year.
- XIII. Approval to adopt the existing courses of study, course guides, curriculum and textbooks of the Flemington-Raritan Regional Board of Education. Whenever new course guides are developed or existing guides revised, they shall be presented to the Board for review and approval.

- XIV. Approval to adopt the existing bylaws and policies of the Flemington-Raritan Regional Board of Education established for its own operation and the operation of the school district, including the administrative regulations developed to implement policies, be adopted for the life of the 2012-2013 Board of Education.
- XV. Approval to reaffirm that in accordance with Board Policy 2360 the district is in compliance with the Children's Internet Protection Act.
- XVI. Approval to employ Parker McCay Attorneys At Law as the Board Attorney/Negotiator for the 2012-2013 school year at an hourly rate of \$165. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids in accordance with N.J.S.A. 18A:18A-5, to provide continuing legal services.
- XVII. Approval to designate Brown & Brown Benefit Advisors, Inc., as the Board's broker-of-record for our Horizon group medical, prescription drug, and dental insurance programs. Brown & Brown Benefit Advisors, Inc. is authorized to act on behalf of the Board in all matters related to these programs.
- Brown & Brown Benefit Advisors, Inc.'s responsibilities will include, but are not limited to, negotiating annual renewal rates, marketing our group insurance programs, and aiding our staff in the resolution of billing, enrollment, and claim problems.
- Brown & Brown Benefit Advisors, Inc. is authorized to receive commission payment from Horizon, percentages for which are included in Horizon's proposed rates.
- XVIII. Approval to employ Strauss Esmay Associates, Inc. as Board Policy Service for the 2012-2013 school year at a fee of \$2,395.
- XIX. Approval to employ Suplee, Clooney & Company as public school accountant for the 2012-2013 school year at a fee not to exceed \$17,200 for the 2012-2013 Statutory Audit and \$2,200 for assistance in the preparation of the 2011-2012 CAFR Report in accordance with the reporting requirements of GASB #34. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids in accordance with N.J.S.A. 18A:18A-5, to provide continuing auditing services. The district has received and evaluated their current External Peer/Quality Report as required by N.J.A.C. 6A:23-2.2(i).
- XX. Approval to employ Design Ideas Group as Architect of Record for the 2012-2013 school year. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids in accordance with N.J.S.A. 18A:18A-5, to provide continuing architectural services. Fees based on the scope of specified projects.
- XXI. Approval to employ Centric Insurance Agency as the Risk Management Consultant for the 2012-2013 school year. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids in accordance with N.J.S.A. 18A:18A-5, to provide continuing risk management services at no cost to the district that cannot reasonably be described by written specifications.
- XXII. Approval to employ Capital Financial Advisors, Inc. as Financial Advisor for the 2012-2013 school year at an hourly rate of \$175. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids in accordance with N.J.S.A. 18A:18A-5, to provide continuing financial advisory services.
- XXIII. Approval to employ American Appraisal Association to conduct an annual district-wide inventory service at an amount not to exceed \$10,600.
- XXIV. Approval to appoint Stephanie Hope as Attendance Officer for the 2012-2013 school year.
- XXV. Approval to appoint James Shumate as Safety and Health Designee for the 2012-2013 school year.
- XXVI. Approval to appoint Stephanie Hope as Board Secretary and Kim Parisi as Alternate Board Secretary for the 2012-2013 school year.
- XXVII. Approval to appoint Stephanie Hope as Public Agency Compliance Officer for the 2012-2013 school year.
- XXVIII. Approval to appoint Stephanie Hope as the Purchasing Agent for the 2012-2013 school year.
- XXIX. Approval to appoint Stephanie Hope as Custodian of Records for the 2012-2013 school year.

- XXX. Approval to appoint Mark Masessa as Affirmative Action Officer for the 2012-2013.
- XXXI. Approval to appoint Karen Slagle as Section 504 Program Coordinator and the Stephanie Hope as Section 504 Facilities Coordinator for the 2012-2013 school year.
- XXXII. Approval to appoint Kay L. Hayes as Treasurer of School Monies for the 2012-2013 school year.
- XXXIII. Approval to appoint James Shumate as Asbestos Hazard Emergency Response Act Coordinator (AHERA) for the 2012-2013 school year.
- XXXIV. Approval to appoint James Shumate as the Integrated Pest Management Coordinator for the 2012-2013 school year.
- XXXV. Approval to appoint James Shumate as Right-to-Know Officer for the 2012-2013 school year.
- XXXVI. Approval to appoint James Shumate as the Indoor Air Quality Designee for the 2012-2013 school year.
- XXXVII. Approval to appoint Sandra Pollock as the Chemical Hygiene Officer for the 2012-2013 school year.
- XXXVIII. Approval to appoint the Superintendent of Schools as the representative to the Hunterdon County ESC Board for the 2012-2013.
- XXXIX. Approval to contract with Sonitrol Security Systems of Central New Jersey, Inc. to provide goods and services for their support and maintenance of proprietary computer hardware and software for the 2012-2013 school year. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids in accordance with N.J.S.A. 18A:18A-5a(19).
- XL. Approval to contract with Siemens Technology to provide goods and services for their support and maintenance of proprietary computer hardware and software for the 2012-2013 school year. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids in accordance with N.J.S.A. 18A:18A-5a(19) .
- XLI. Approval to employ Hunterdon Lock & Safe, Inc. to provide locksmith services for the 2012-2013 school year. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without public advertising for bids in accordance with N.J.S.A. 18A:18A-5a(2) to provide goods and services to repair or replace door hardware, locks and keys which cannot reasonably be described by written specifications.
- XLII. Approval to employ R.K. Occupational and Environmental Analysis, Inc. for the 2012-2013 school year. This contract is negotiated and awarded by the Board of Education by resolution at a public meeting without publicly advertising for bids in accordance with N.J.S.A. 18A:18A-5, to provide Right to Know Compliance Services.
- XLIII. Approval to establish the following petty cash accounts for the 2012-2013 school year:
- Barley Sheaf School – Karen Gabruk - \$150/month
 - Robert Hunter School – Rebecca Hutto - \$150/month
 - Francis Desmares School – Carol Howell - \$150/month
 - Copper Hill School – Kevin McPeek - \$150/month
 - J.P. Case Middle School – Robert Castellano - \$150/month
 - Reading-Fleming Intermediate School – Kathleen Suchorsky - \$150/month
 - Special Services – Karen Slagle - \$150/month
 - Central Office – Stephanie Hope - \$150/month
 - Curriculum and Instruction – Daniel Bland \$150/month
- XLIV. Citizens Address the Board
- XLV. Superintendent's Report
- XLVI. Report of the Standing Committees and Appointments

A. PERSONNEL – Michael Bonieski, Chairperson – May 16, 2012

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

Certified Staff – Appointments, Resignations & Leaves of Absence

1. Approval to establish the salary of the following certified staff members for the 2010-2011 school year, as per attached:

Item	Staff	Appendix
a.	Tenured Teachers	A
b.	Tenured Nurses	B
c.	Non-Tenured Nurses	C
d.	Non-Tenured Teachers	E

2. Approval to establish the salary of the following certified staff members for the 2011-2012 school year, retroactive to July 1, 2011, as per attached:

Item	Staff	Appendix
a.	Tenured Teachers	A
b.	Tenured Nurses	B
c.	Non-Tenured Nurses	C
d.	Non-Tenured Teachers	E

3. Approval to employ the following certified staff members for the 2012-2013 school years, as per attached.

Item	Staff	Appendix
a.	Tenured Teachers	A
b.	Tenured Nurses	B
c.	Non-Tenured Nurses	C
d.	Tenured Administrators	D
e.	Non-Tenured Teachers	E
f.	Non-Tenured Administrator	F

4. Approval to transfer the following certified staff members for the 2012-2013 school year:

Item	Last Name	First Name	From/Location	To/Location
a.	Corfield	Marie	.1 Art/BS & .9/RH	1.0 Art/RH
b.	McConnell	Laura	.1 Art/BS & .9/FAD	1.0 Art/FAD
c.	Dribbon	Katherine	.6 Art/BS	.8 Art/BS
d.	Golding	Dawn	.8 Music/BS & .2 Music/FAD	1.0 Music/BS
e.	Alexanderson	Karin	.1 Music/FAD & .9 Music/RH	1.0 Music/RH
f.	Kiesling	Cassandra	.6 Music/FAD	.9 Music/FAD
g.	Custy	Mary Jane	.4 G&T/BS & .6 G&T/CH	1.0 Stretch/BS
h.	Ahmed	Vanessa	Grade 3/CH	1.0 Stretch/CH
i.	Stewart	Barbara	.5 G&T/FAD & .5 G&T/RH	1.0 Stretch/FAD
j.	Fisher	Michele	Grade 4/RH	1.0 Stretch/RH
k.	Steinmetz	Sharon	Grade 3/BS	Grade 4/BS
l.	Staikos	Christina	Grade 4/CH	Grade 3/CH
m.	Hlinka	Jaclyn	Support Skills/FAD	Grade 4/FAD
n.	Nemec	Lisa	Grade 3/FAD	Grade 2/FAD
o.	Chesseri	Brenda	Autism/CH	Autism/RFIS
p.	Albanese	Heather	.56022 (20 Hours/Week) School Counselor/RFIS	1.0 School Counselor/RFIS
q.	McPeek	Jessica	.5 Kindergarten & .5 Support Skills/RH	Grade 1/RH
r.	Ashey	Elizabeth	.5 Support Skills/RH	1.0 Support Skills/RH
s.	Bishop	Alison	Grade 1/RH	Grade 4/RH
t.	Murray-Hoff	Kelly	.6 Speech/CH	1.0 Speech/CH
u.	Drew	Emy	Grade 3	Grade 2

5. Approval to employ the following staff member. This candidate will be highly-qualified for this position. Fingerprinting and health exam required.

Item	Last Name	First Name	Position/Location	Date	Salary/Degree/Step	Certification/College
a.	Klepper	Beth Ann	Grade 2/BS	July 1, 2012	\$48,090/ BA/1-2	Standard Elementary K-5/Rider University

6. Approval for the following staff members to take days without pay, for personal reasons:

Item	Last Name	First Name	Loc.	Date(s)
a.	Thompson	Christine	FAD	May 25, 2012
b.	Krsnak	Andrea	JPC	May 4, 2012

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

7. Approval to establish the salary of the following non-certified staff members for the 2010-2011 school year, as per attached:

Item	Staff	Appendix
a.	Tenured Secretaries	K
b.	Non-Tenured Secretaries	L
c.	Cafeteria Aides	M
d.	Tenured Library Clerks	N
e.	Non-Tenured Library Clerks	O

8. Approval to establish the salary of the following non-certified staff members for 2011-2012 school year, retroactive to July 1, 2011, as per attached:

Item	Staff	Appendix
a.	Tenured Secretaries	K
b.	Non-Tenured Secretaries	L
c.	Cafeteria Aides	M
d.	Tenured Library Clerks	N
e.	Non-Tenured Library Clerks	O

9. Approval to employ the following non-certified staff members for the 2012-2013 school years, as per attached.

Item	Staff	Appendix
a.	Technology	G
b.	Maintenance	H
c.	Professionals	I
d.	Exempt Secretaries	J
a.	Tenured Secretaries	K
b.	Non-Tenured Secretaries	L
c.	Cafeteria Aides	M
d.	Tenured Library Clerks	N
e.	Non-Tenured Library Clerks	O

10. Approval to transfer the following non-certified staff members for the 2011-2012 school year.

Item	Last Name	First Name	From/Location	To/Location	Salary/Step	Effective Date
a.	Gemma	Linda	.4 Caf. Aide/RH	1.0 Café Aide/BS	\$13.66 per hour	May 8, 2011
b.	Dierk	Carol	.6 Caf. Aide/RH	.4 Café Aide/RH	\$14.01 per hour	May 8, 2011

11. Approval to employ Jeanette **Blazier** as a .6 Cafeteria Aide at Robert Hunter School at a rate of \$13.66 per hour, effective May 8, 2012. Fingerprinting and health exam required.
12. Approval for Kathryn **Atanasio**, Health Office Secretary at Reading-Fleming Intermediate School, to change her employment status from full-time to .5 with a two-day and then three-day work week schedule, effective September 4, 2012 through January 31, 2013.

13. Approval to amend the 2010-2011 salary of Mary **Peck**, Payroll/Benefits Coordinator, from \$54,784 to \$55,722, retroactive from July 1, 2010 to June 30, 2011.

All Staff – Additional Compensation

14. Approval to employ the following staff members for additional compensation during the 2011-2012 school year:

Item	Last Name	First Name	Loc	Purpose	Max. # of Hours	Rate/Stipend
a.	Alexanderson	Karin	RH	Spring Concert	2	\$29
b.	Jones	Robert	RH	Spring Concert	2	\$29
c.	Glanzmann	Debbie	RH	Spring Concert	2	\$29
d.	Marino	Jennifer	RH	Spring Concert	2	\$29
e.	Malzberg	Sharon	JPC	Hershey Park Trip-Nurse	6	\$29
f.	Bradley	Noreen	JPC	CPR/AED/First Aid	3	Hourly
g.	Malzberg	Sharon	JPC	CPR/AED/First Aid	3	Hourly
h.	Ostenso	Ruth	RFIS	CPR/AED/First Aid	3	Hourly

15. Approval to employ the following staff members compensation during the 2012-2013 school year:

Item	Last Name	First Name	Loc	Purpose	Max. # of Hours	Rate/Stipend
a.	Lewthwaite	Katelyn	BS	ESY Teacher	110	Hourly
b.	Battell	Rebecca	NA	ESY Transportation Aide	NA	\$20
c.	Mitcheltree	Jack	NA	ESY Transportation Aide	NA	\$20
d.	Nardelli	Kyle	NA	ESY Transportation Aide	NA	\$20

Substitutes

16. Approval of the following substitute rates for the 2012-2013 school year:

Teacher/Teacher Assistant	\$100 per day, increases to \$105 after 20 days of substitute service
Nurse	\$150 per day
Secretary	\$12.50 per hour
Library Clerk	\$10.50 per hour
Cafeteria Aide	\$10.50 per hour

Professional Development/Travel

17. 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.	Stager	Melissa	Odyssey of the Mind, Ames, Iowa	May 22-25, 2012	O, L	\$731
b.	Slagle	Karen	Special Education Law Conference, Bethlehem, PA	May 11, 2012	R, M	\$205
c.	Brandell	Sarah	Attend Mickelson Exxon Mobil Teachers Academy, New Orleans, LA	July 9-14, 2012		\$0
d.	Glanzmann	Deborah	Attend Mickelson Exxon Mobil Teachers Academy, New Orleans, LA	July 9-14, 2012		\$0
e.	Shirvanian	Daniel	Attend Mickelson Exxon Mobil Teachers Academy, New Orleans, LA	July 9-14, 2012		\$0
f.	Strunk	Carri	Attend Mickelson Exxon Mobil Teachers Academy, New Orleans, LA	July 9-14, 2012		\$0
g.	Tremel	Jill	Attend Mickelson Exxon Mobil Teachers Academy, New Orleans, LA	July 9-14, 2012		\$0

R= Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other

B. CURRICULUM – Dennis Copeland, Chairperson, Next Meeting – TBA

C. FACILITIES/OPERATIONS - TBA, Chairperson, Next Meeting – May 18, 2012

1. Approval to renew the contract with Maschio’s Food Services, Inc. to provide food service management services for the 2012-2013 school year at a management fee of \$31,650 and a guaranteed minimum food service profit of \$100,000.

2. Approval of the following lunch prices for the 2012-2013 school year:

Type A Student Lunch	\$2.40
Adult Lunch	\$2.90
Milk	\$.55

3. Approval of the School Breakfast Program at the Francis A. Desmares School for the 2012-2013 school year at the following prices:

Student Breakfast	\$1.50
Adult Breakfast	\$2.00

4. Approval of the attached list of ala carte food items for the 2012-2013 school year.

E. TRANSPORTATION – Janine Foreman, Chairperson, Next Meeting – May 9, 2012

F. FINANCE- Bruce Davidson, Chairperson, Next Meeting – May 23, 2012

1. Approval to designate Investors Bank, N. A. as official depository for school funds for the 2012-2013 school year.
2. Approval to authorize the attached list of employees to have signature authority for the 2012-2013 school year.
3. Approval to establish the following annual maximum expenditures for regular business travel for the 2012-2013 school year pursuant to district travel policies 3440 and 4440:

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

G. REPRESENTATIVE TO THE COUNTY SCHOOL BOARDS ASSOCIATION - Robin Behn

H. REPRESENTATIVE TO THE NJ SCHOOL BOARDS ASSOCIATION/ LEGISLATIVE ADVISOR – Dr. Dennis Copeland

I. POLICY DEVELOPMENT – TBA, Chairperson, Next Meeting – June 5, 2012

XLVII. Miscellaneous

Information Items

1. Fire and Security Drills to date for the 2011-2012 School Year:

Month	Fire Drills					
	BS	CH	FAD	JPC	RFIS	RH
Sept	9/16	9/16	9/12	9/14	9/9	9/16
Oct	10/7	10/5	10/11	10/5	10/31	10/20
Nov	11/9	11/14	11/7	11/9	11/15	11/9
Dec	12/2	12/12	12/14	12/5	12/23	12/14
Jan	1/2	1/25	1/24	1/6	1/30	1/6
Feb	2/7	2/10	2/1	2/1	2/10	2/22
Mar	3/7	3/8	3/19	3/12	3/23	3/26
Apr	4/4	4/3	4/26	4/17	4/18	4/16

Month	Security					
	BS	CH	FAD	JPC	RFIS	RH
Sept	9/26	9/20	9/20	9/16	9/23	9/22
Oct	10/17	10/20	10/20	10/26	10/28	10/26
Nov	11/2&3	11/22	11/21	11/18	11/29	11/18
Dec	12/13	12/14	12/12	12/12	12/23	12/15
Jan	1/13	1/23	1/31	1/26	1/13	1/25
Feb	2/22	2/28	2/28	2/7	2/23	2/16
Mar	3/13	3/13	3/29	3/20	3/29	3/23
Apr	4/23	4/4	4/27	4/2	4/24	4/23

2. Out of School Suspensions for the month of April:

School	Reason	Duration
Desmares	Physical contact with another student	Two Days
Desmares	Physical contact with another student	Three Days
JP Case	Inappropriate use of an electronic device	One Day

Action Items

- Approval to endorse the Voluntary Student Accident Insurance Program from Bollinger Insurance Co. for the 2012-2013 school year. The annual premium for students during school time is \$26 and the annual premium for "Round the Clock" coverage is \$89.
- Approval to accept the following donation, during the 2011-2012 school year:

Item	Donor	School	Donation	Date	Amount
a.	LEGO Education/North American April Giveaway	FAD	LEGO Educational Robotics Software/Activity Pack & Construction Set	5/1/2012	\$219.90

XLVIII. Correspondence

XLIX. Old Business

L. New Business

LI. Citizens Address the Board

LII. 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.

LIII. Adjourn

Upcoming Board Meetings

May 21

June 18

June 21

July 16

August 20

September 10

September 24

October 8

October 22

November 5

November 19

December 3

December 17