

**FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION
REGULAR MEETING
December 19, 2011
MINUTES**

The regular session of the Flemington-Raritan Regional Board of Education was called to order in conformance with the "Sunshine Law" by Patrick Larmore at 7:04 p.m. in the Auditorium at J.P. Case Middle School.

Members Present

Robin Behn
Michael Bonieski
Dennis Copeland
Bruce Davidson

Janine Foreman
Linda Mastellone
Joseph Zarish*
Patrick Larmore

Members Absent

Doris McGivney

*arrived 7:06 p.m.

On the motion of Ms. Foreman, seconded by Dr. Bonieski, minutes of the Executive Session on December 5, 2011* were approved viva voce.

***Ms. Behn and Mr. Zarish abstained.**

On the motion of Ms. Foreman, seconded by Mr. Davidson, minutes of the Regular Meeting on December 5, 2011 were approved viva voce.

CITIZENS ADDRESSED THE BOARD

None

SUPERINTENDENT'S REPORT

Paul Freda, Suplee, Clooney and Company, the District Auditor, presented the Comprehensive Annual Financial Report. Mr. Freda stated and reviewed the financial statements are in accordance with GAAP. He also reviewed surplus. He stated the district does well with budgeting, as excess surplus has been relatively consistent. He stated there were no deficiencies and no audit recommendations. He also noted last year's recommendation, regarding student activities was rectified. He noted that Flemington-Raritan School District has well internal operating controls. The Board thanked Paul Freda for coming. Mr. Nolan thanked the school Secretaries, the Administrators and the Business Office for their hard work.

PERSONNEL

The next meeting will be January 17, 2012.

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. Bonieski, seconded by Mr. Davidson.

- Approval was given 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	March 9, 2012-May 11, 2012
					Family Leave/NJ Paid	May 14, 2012-June 30, 2012

- Approval was given for Wanda Smith, Grade 3 Teacher at Copper Hill School, to take an unpaid leave from January 10, 2012 through June 30, 2012.

3. Approval was given to employ the following leave replacement. This candidate is or will be highly-qualified for this position. Fingerprinting and health exam required. The 2011-2012 salary will be adjusted at the conclusion of negotiations.

Item	Last Name	First Name	Position/Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
a.	Jepsen	Pamela	Support Skills/ Laura Soos/BS	March 5, 2012- June 30, 2012	\$46,298 prorated/BA/1	Elementary/University of Nebraska

4. Approval was given to amend the motion of August 22, 2011:

to employ the following leave replacements. These candidates are or will be highly-qualified for these positions. Fingerprinting and health exam required. The 2011-2012 salary will be adjusted at the conclusion of negotiations.

Item	Last Name	First Name	Position/Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
c.	Bodnar	Helen	Grade 3/Wanda Smith/CH	September 1, 2011- January 9, 2012	\$46,498 prorated BA/2	Elementary/College of New Jersey

to read:

Item	Last Name	First Name	Position/Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
c.	Bodnar	Helen	Grade 3/Wanda Smith/CH	September 1, 2011- June 30, 2012	\$46,498 prorated BA/2	Elementary/College of New Jersey

5. Approval was given to amend the December 5, 2011 motion as follows:

Item	Last Name	First Name	Position/Loc/Replacing	Dates	Salary/Degree/Step	Certification/College
a.	Davis	Lisa	Grade 2/CH/ Lisa Hutchison	January 2, 2012- May 2, 2012	\$50,298 prorated/MA/5	Standard Elementary/ Rutgers University

to read:

Item	Last Name	First Name	Position/Loc/Replacing	Dates	Salary/Degree/Step	Certification/College
a.	Davis	Lisa	Grade 2/CH/ Lisa Hutchison	December 21, 2011- May 2, 2012	\$50,298 prorated/MA/5	Standard Elementary/ Rutgers University

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

Item	Last Name	First Name	Loc.	Date(s)
a.	Chesseri	Brenda	CH	December 23, 2011
b.	O'Brien	Megan	JPC	December 9, 2011

7. Approval was given to amend motion of July 18, 2011:

to employ the following maternity leave replacements. These candidates are or will be highly-qualified for these positions. Fingerprinting and health exam required. The 2011-2012 salary will be adjusted at the conclusion of negotiations.

Item	Last Name	First Name	Position/Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
b.	Corral	Patricia	Grade 5/Melissa Latanzio/RFIS	September 1, 2011- January 2, 2012	\$46,298 prorated/ BA/1	CEAS Elementary/ Rider University

to read:

to employ the following maternity leave replacements. These candidates are or will be highly-qualified for these positions. Fingerprinting and health exam required. The 2011-2012 salary will be adjusted at the conclusion of negotiations.

Item	Last Name	First Name	Position/Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
b.	Corral	Patricia	Grade 5/Melissa Latanzio/RFIS	September 1, 2011- January 2, 2012	\$47,298 prorated/ BA+15/1	CEAS Elementary/ Rider University

Non-Certified Staff

8. Approval was given to Approval to accept the resignation of Barbara Johnson, Cafeteria Aide at Robert Hunter School, effective December 23, 2011.
9. Approval was given to accept the resignation of James Rinaldi, District Security, effective December 12, 2011.

All Staff – Additional Compensation

10. Approval was given 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
a.	Borawski	Jason	JPC	CPR/AED/First Aid	3	\$32/hr
b.	Casterline	Christine	JPC	CPR/AED/First Aid	3	\$32/hr
c.	Fowler	Cristin	JPC	CPR/AED/First Aid	6	\$32/hr
d.	Truncale	Christopher	BS	CPR/AED/First Aid	6	\$32/hr
e.	Castellano	Samantha	JPC	Lunch Duty-2/6/12-end of year	85	\$1,420.00
f.	Cahill	William	JPC	Student Council Advisor-Feb-May	75	\$29/hr/\$2,175

11. Approval was given to confirm the employment of the following staff members for additional compensation during the 2011-2012 school year:

Item	Last Name	First Name	Loc	Purpose	Max. # of Hours	Rate
a.	Borawski	Jason	JPC	Schoolwires C2 Web Training	7	\$32/hr
b.	Crowell	Christopher	FAD	Schoolwires C2 Web Training	7	\$32/hr
c.	Goldman	Jill	FAD	Schoolwires C2 Web Training	7	\$32/hr
d.	Klein	Lea	FAD	Schoolwires C2 Web Training	7	\$32/hr
e.	Leslie	Patricia	RH	Schoolwires C2 Web Training	7	\$32/hr
f.	Shirvanian	Daniel	RFIS	Schoolwires C2 Web Training	7	\$32/hr

12. Approval was given to amend the motion of August 22, 2011, #12, item o-xx: to employ the following staff members for additional compensation during the 2011-2012 school year:

McAnlis	Melissa	JPC	Lunch Duty	180	\$3,007.00
Borawski	Jason	JPC	Lunch Duty	120	\$2,004.07
Campbell	Kristen	JPC	Lunch Duty	90	\$1,503.50
McAnlis	Melissa	JPC	Student Council Advisor	150	\$29/hr/\$4,350

to read:

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
o.	McAnlis	Melissa	JPC	Lunch Duty-Sept-2/3/12	95	\$1,587.00
x.	Borawski	Jason	JPC	Lunch Duty	90	\$1,503.50
y.	Campbell	Kristen	JPC	Lunch Duty	120	\$2,004.07
xx.	McAnlis	Melissa	JPC	Student Council Advisor-Oct-Jan	75	\$29/hr/\$2,175

Substitutes

13. Approval was given to employ the following applicants as Substitutes for the 2011-2012 school year pending criminal history background checks:

Item	Last Name	First Name	Position(s)	Certification(s)
a.	Barr	Marylynn	Teacher, Teacher Assistant	County Substitute Certificate – expires 7/1/15
b.	Carmon	Jenna	Teacher, Teacher Assistant	County Substitute Certificate-expires 7/1/15
c.	Klawunn	Monica	Teacher, Teacher Assistant	County Substitute Certificate-expires 7/1/15
d.	Lynott	Andrea	Teacher, Teacher Assistant, Library Clerk	Elementary School Teacher, Teacher of English

Field Placements

14. Approval was given for the following field placements for the 2011-2012 school year:

Candidate/College/Univ.	Cooperating Teacher	Loc/Position	Dates
Alaina Kaplan/Kean University	Debra Glessner & Jane Roosa	CH/Resource Center	January 23, 2012-May 2012

15.

15. Approval was given for the following student to observe classes during the 2011-2012 school year:

Item	Last Name	First Name	From	Observing
a.	Dyer	Tara	Hunterdon Central High School	Copper Hill School

Professional Development/Travel

16. Approval was given for 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.

a.	Matuszkiewicz	Angela	Eden Outreach Autism Training, Monroe Township, NJ	Jan. 12 & 13, 2012	R, M	\$185
b.	Rogers	Ellen	Eden Outreach Autism Training, Monroe Township, NJ	Jan. 12 & 13, 2012	R, M	\$185
c.	Harley	Adrienne	Comprehension & Strategy Instruction, Newark, NJ	Mar. 29, 2012	R, M	\$245
d.	Castellano	Samantha	Using iPad to Support Reading & Writing Instruction K-12, Kean University, Union, NJ	Mar. 28, 2012	R,M	\$170
e.	Cataldo	Lynn	Using iPad to Support Reading & Writing Instruction K-12, Kean University, Union, NJ	Mar. 28, 2012	R,M	\$175
f.	Cherkezian	Donna	Using Digital Storytelling iPad Apps – L.A. K-12, Kean University, Union, NJ	Jan. 17, 2012	R,M	\$165
g.	Cherkezian	Donna	Using iPads to Support Reading & Writing Instruction K-12, Kean University, Union, NJ	Mar. 28, 2012	R,M	\$165
h.	Garrabrant	Lisa	iPad Overview as Instructional Tool – K-12, Kean University, Union, NJ	Feb. 29, 2012	R,M	\$175
i.	Hallinan	David	Digital Storytelling Projects – Math – K-12, Kean University, Union, NJ	Mar. 1, 2012	R,M	\$175
j.	Holthaus	Kim	Digital Storytelling Projects – Math – K-12, Kean University, Union, NJ	Mar. 1, 2012	R,M	\$170

k.	Hubert	Susan	Using the iPad as an Instructional Tool - Math, Kean University, Union, NJ	Feb. 9, 2012	R,M	\$170
l.	Hubert	Susan	iPad Overview as Instructional Tool – K-12, Kean University, Union, NJ	Feb. 29, 2012	R,M	\$170
m.	Meizanis	Mindy	Using the iPad to support Reading and Writing Instruction K-12, Kean University, Union, NJ	Mar. 28, 2012	R,M	\$170
n.	Meizanis	Mindy	Using Digital Storytelling iPad Apps – L.A. K-12	Jan. 17, 2012	R,M	\$170
o.	Pirog	Michelle	Using Digital Storytelling iPad Apps – L.A. K-12, Kean University, Union, NJ	Jan. 17, 2012	R,M	\$165
p.	Pirog	Michelle	Using iPad to Support Reading & Writing Instruction K-12, Kean University, Union NJ	Mar. 28, 2012	R,M	\$165
q.	Stines	Kristin	iPad Overview as Instructional Tool - K-12, Kean University, Union, NJ	Mar. 29, 2012	R	\$139
r.	Roll	Elizabeth	iPad Overview as Instructional Tool – K-12, Kean University, Union, NJ	Feb. 29, 2012	R,M	\$170
s.	Roll	Elizabeth	Using iPad as Instructional Tool – Math, Kean University, Union, NJ	Feb. 9, 2012	R,M	\$170
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

Aye: Ms. Behn Ms. Foreman Nay: 0 Abstain: 0
 Dr. Bonieski Ms. Mastellone
 Dr. Copeland Mr. Zarish
 Mr. Davidson Mr. Larmore

CURRICULUM

The next meeting will be January 18, 2012

No report.

FACILITIES/OPERATIONS

The next meeting is yet to be determined.

No report.

TRANSPORTATION

The next meeting will be January 11, 2012.

No report.

FINANCE

The next meeting will be January 20, 2012.

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

1. Approval was given to accept the attached Comprehensive Annual Financial Report of the Flemington-Raritan Regional School District for the fiscal year July 1, 2010 to June 30, 2011, as prepared by Suplee, Clooney & Co. of Westfield, New Jersey without any recommendations.

Mr. Zarish asked we consider changing auditors. Ms. Hope noted the cost factors when previously researched. The Board recommended that we place this on the Finance Committee agenda for discussion.

2. Approval was given for the attached transfer list from November 15, 2011 to December 12, 2011.
3. Approval was given for the attached bill list for the month of December, 2011 totaling \$2,209,585.40.

Aye: Ms. Behn Ms. Foreman Nay: 0 Abstain: 0
 Dr. Bonieski Ms. Mastellone
 Dr. Copeland Mr. Zarish
 Mr. Davidson Mr. Larmore

COUNTY SCHOOL BOARDS ASSOCIATION

The next meeting will be January 17, 2012.

No Report.

NEW JERSEY SCHOOL BOARDS ASSOCIATION/LEGISLATIVE ADVISOR

No Report.

POLICY

The next meeting will be February 7, 2012.

All Policy items were approved under one motion made by Ms. Mastellone, seconded by Mr. Davidson.

Presentation of the following new policies for first reading:

5519 – Dating Violence at School – Mandated

Dating violence legislation, P.L. 2011 Chapter 64 was recently signed requiring school districts to have a policy to prevent and respond to incidents of dating violence at school. The new law takes effect for the 2011-2012 school year and required the NJDOE to establish a task force to develop policy guidance. The NJDOE published its policy guidance on September 19, 2011. Strauss Esmay Associates developed Policy and Regulation Guide 5519 that incorporates the requirements of the new law and the policy language recommended in the NJDOE Policy Guidance. The Policy Guidance recommends certain language be included in the district’s Policy that we typically include in a regulation as this language is more about procedure than Policy statements. We included these provisions in the new Regulation Guide and to be in compliance with the statute, we are requiring this Regulation Guide be a regulation that requires Board approval. The new law requires each school district/charter school to approve a policy to prevent, respond, and educate their pupils, as well as their school community, on acts or incidents of dating violence. The Board’s policy and must comply with the minimum requirements stated in the legislation in regards to the prevention, response, and education of their pupils in regards to incidents of dating violence that occur at school. The policy must contain, at the minimum, the following requirements:

1. A statement that dating violence will not be tolerated;
2. Dating violence reporting procedures;
3. Guidelines for responding to at-school incidents of dating violence;
4. Discipline procedures specific to at-school incidents of dating violence;
5. Warning signs of dating violence; and
6. Information on safe, appropriate, school, family, peer, and community resources available to address dating violence.

These provisions have been incorporated into the new Policy and Regulation Guide and are consistent with the NJDOE’s Policy Guidance published on September 19, 2011. The NJDOE and the Policy Guidance state the content and format of local policies and procedures must be developed locally. Therefore, a district may make changes and revisions to this Policy and Regulation Guide that are consistent with the requirements of the law. The NJDOE Policy Guidance included a list of support agencies and suggested educational resources on dating violence that is included with this Policy Alert. In addition, the Guidance included a suggested Victim Safety Plan, a School-Based Stay-Away Agreement, and a Report Form. We made several revisions to these documents to be specific to dating violence as some of the forms included bullying and sexual harassment. In addition, we developed an Investigation Form. These forms and documents may be modified by a district. The district has the option to use the Victim Safety Plan or a Stay-Away Agreement. The Policy and Regulation Guides have been available for download through www.straussesmay.com since October 31, 2011. These new Guides with supporting forms and documents are included in this Policy Alert. Each school district must also update their Code of Conduct to include consequences and remedial measures for confirmed acts or incidents of dating violence at school.

6472 – Tuition Assistance – Recommended

P.L. 2010, Chapter 13 (N.J.S.A. 18A:6-8.5) was approved on May 6, 2010 and has a significant impact on tuition assistance and additional compensation paid for a staff member who acquires additional academic credits or completes an advanced

degree. The new statute has been the source of much debate and controversy regarding the interpretation of N.J.S.A. 18A:6-8.5.c. that indicates, “*The tuition assistance or additional compensation shall be provided only for a course or degree related to the employee’s current or future job responsibilities.*” A district’s interpretation and implementation of this provision of the statute should be determined after consultation with the Board and the Board Attorney. Strauss Esmay Associates delayed publishing this Policy Guide anticipating some clarification from the New Jersey Department of Education or a Commissioner’s decision challenging a district’s interpretation of the provision. As of this Policy Alert there has been no clarification or published Commissioner’s decision challenging a district’s interpretation.

7421 – Indoor Air Quality Standards – Recommended

2. Approval of the following revised policies:

0144 – Board Member Orientation and Training – Recommended

A section of the Anti-Bullying Bill of Rights Act revises N.J.S.A. 18A:12-33 regarding training program requirements for Board members. Bylaw 0144 – Board Member Orientation has been revised to reflect the new requirement that all Board members complete a training program on harassment, intimidation, and bullying, including the school district’s responsibilities under the harassment, intimidation, and bullying prevention statutes. In addition, the title of this Bylaw has been revised from Board Member Orientation to Board Member Orientation and Training.

5350 – Pupil Suicide Prevention – Recommended

A section of the Anti-Bullying Bill of Rights Act revises N.J.S.A. 18A:6-112 regarding the required two-hour instruction in suicide prevention for teachers under the professional development requirements of N.J.A.C. 6A:9-15.1 et seq. The revised statute requires this suicide prevention training to include information on the relationship between the risk of suicide and incidents of harassment, intimidation, and bullying and information on reducing the risk of suicide in pupils who are members of communities identified as having members at high risk of suicide. Policy Guide 5350 has been updated to include this requirement.

6424 – Emergency Contracts – Recommended

The statutory authority for Policy Guide 6424 – Emergency Contracts is N.J.S.A. 18A:18A-7 with no corresponding N.J.A.C. 6 or 6A – administrative code. However, an administrative code section governing community affairs, N.J.A.C. 5:34-6.1, requires the Superintendent of Schools to notify the Executive County Superintendent of Schools within three days of declaring an emergency. The notification must include the nature of the emergency and the estimated needs for goods or services to respond to the emergency. Policy Guide 6424 has been revised to incorporate this provision and some other clarifying language from N.J.A.C. 5:34-6.1. The Regulation Guide does not require any revisions.

8630 – Emergency School Bus Procedures (Regulation) – Mandated

Dr. Bonieski noted that policies come as a State mandate and in most cases the mandates cost the district.

Aye: Ms. Behn Ms. Foreman Nay: 0 Abstain: 0
 Dr. Bonieski Ms. Mastellone
 Dr. Copeland Mr. Zarish
 Mr. Davidson Mr. Larmore

INFORMATION

1. Harassment, Intimidation & Bullying Investigations:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
Copper Hill	Sept.-Nov. 2011	12	No	Remedial measures outlined in HIB report.

MISCELLANEOUS

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

1. Approval was given for the following field trip, during the 2011-2012 school year:

Item	Donor	School	Field Trip	Date	Amount
a.	PTO	FAD	3 rd grade-Planetarium-Raritan Valley Community College	March 9, 2012	\$660.

2. Approval was given to accept the following donation, during the 2011-2012 school year:

Item	Donor	School	Donation	Date	Amount
a.	Clean Community Grant	RFIS	Jack Branagan's, "It's All in a Drop"	February 24, 2012	\$1,075.

3. Approval was given to accept homeless student #2011227, at Robert Hunter School, effective December 9, 2011.
4. Approval was given for Mountain Lakes Board of Education to provide one hour per week of itinerant speech services to nonpublic student #2010964, at a rate of \$126 per hour, effective December 5, 2011. Funds to be provided through the IDEA-B Grant.

Aye: Ms. Behn Ms. Foreman Nay: 0 Abstain: 0
 Dr. Bonieski Ms. Mastellone
 Dr. Copeland Mr. Zarish
 Mr. Davidson Mr. Larmore

CORRESPONDENCE

None

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS ADDRESS THE BOARD

None

ADJOURN

On the motion of Ms. Behn, seconded by Ms. Foreman, the meeting was adjourned at 7:25 p.m.

Respectfully Submitted,

Stephanie Hope
 Business Administrator/Board Secretary

Upcoming Board Meetings

- January 9, 2012
- January 23
- February 6
- February 27
- March 5
- March 19
- April 2
- April 16