

**FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION
REGULAR MEETING
February 8, 2016
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 6:01 p.m. in Room D111 at the J.P. Case Middle School.

Members Present

Tim Bart
Sandra Borucki
Alan Brewer*
Bruce Davidson

Laurie Markowski
Michael Stager
Anna Fallon

Members Absent

Marianne Kenny
Eric Liszt

Board Attorney Present

Alicia Hoffmeyer

On the motion of Ms. Borucki, seconded by Mr. Davidson, the meeting was adjourned, unanimously viva voce, at 6:03 p.m. to executive session in Room D111.

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.

Personnel/Litigation/Negotiations

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.

***Mr. Brewer left the Board Meeting at 7:01 p.m.**

The Board returned to public session at 7:01 p.m. in Room B132.

On the motion of Mr. Bart, seconded by Mr. Davidson, minutes of the Executive Session on January 27, 2016* were approved viva voce. **Ms. Markowski abstained.***

On the motion of Ms. Borucki, seconded by Mr. Stager, amended minutes of the Regular Meeting on January 27, 2016* were approved viva voce. **Ms. Markowski abstained.***

CITIZENS ADDRESS THE BOARD

Ms. Fallon 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. Ms. Fallon asked that the comments be limited to 3 minutes.

Marie Corfield, teacher and FREA representative, reminded the Board that nurses were concerned with several policies back in September. They are in need of further direction. She asked the Board to honor their request to meet.

SUPERINTENDENT'S REPORT

Dr. Hutto, Principal at Barley Sheaf Elementary School presented the Barley Sheaf Showcase, as attached.

PERSONNEL

The next meeting will be February 18, 2016.

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

**All Personnel items were approved under one motion made by Mr. Stager, seconded by Mr. Davidson.
Certified Staff – Appointments, Resignations and Leaves of Absence**

1. Approval was given to adopt a revised job description for J.P. Case Middle School Coach, as attached.
2. Approval was given to accept the resignation for the purpose of retirement of Debera **Glessner**, Resource Center Teacher at Copper Hill School, effective June 30, 2016.
3. Approval was given for Karen **Slagle**, Director of Special Services, to take a medical leave effective February 3, 2016 to March 1, 2016.
4. Approval was given to amend the motion of November 23, 2015:

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

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
b.	Tenkate	Kelliann	RH	Vice Principal	Disability Leave	February 15, 2016-March 15, 2016
					Personal Days	March 16, 2016-March 21, 2016
					Family Leave/NJ Paid	March 22, 2016-April 29, 2016

to read:

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
b.	Tenkate	Kelliann	RH	Vice Principal	Disability Leave	January 29, 2016-February 26, 2016
					Personal Days	February 29, 2016-March 3, 2016
					Family Leave/NJ Paid	March 4, 2016-April 29, 2016

5. Approval was given for Anthony **Benedetti**, Health & Physical Education Teacher at Copper Hill School, to take a medical leave from February 4, 2016 through February 16, 2016.
6. Approval was given to employ the following staff member to take a maternity leave as follows:

Item	Last Name	First Name	Loc.	Grade	Leave	Anticipated Date(s)
1.	Litchfield	Kristen	RFIS	Grade 5	Disability Leave	May 5, 2016-June 30, 2016

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

7. Approval was given for the following certificated staff member to take days without pay for personal reasons:

Item	Last Name	First Name	Position	Location	Dates
1.	Roethke	Melinda	Payroll Secretary	CO	March 11, 2016

All Staff – Additional Compensation

8. Approval was given to compensate the following retired staff member for unused sick days as per the FREA contract:

Item	Last Name	First	Position/Location	Sick days
1.	Nielsen	Lynn	LDT-C/Special Services	101

9. Approval was given to employ the following staff members for additional compensation during the 2015-2016 school year.

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate/Stipend
1.	Scheaffer	Timothy	RFIS	CPR/AED-ERT	3	\$33.78/hr.
2.	Flavin	Patricia	CH	Home Instruction	100	\$30.62/hr.

Substitutes

10. Approval was given to employ the following applicant(s) as a Substitute(s) for the 2015-2016 school year pending fingerprinting:

Item	Last Name	First Name
1.	Tronolone	Ashley

Field Placements

11. Approval was given for the following student to observe Social Studies classes as part of his 24 hour program requirement for a maximum of 4 hours during the month February and March 2016.

Item	Last Name	First Name	Location	College
1.	MacFayden	Robert	J.P. Case Middle School	Middlesex County College

12. Approval was given for the following student to observe music classes as part of her Educational Psychology curriculum for a maximum of 12 hours during the month of March 2016.

Item	Last Name	First Name	Location	College
1.	Collins	Janna	J.P. Case Middle School	West Chester University

13. Approval was given of the following student teacher for the 2015-2016 school year, pending fingerprinting:

Item	Candidate/College/Univ.	Cooperating Teacher	Position/Location	Dates
1.	Kenneth Hamilton/College of NJ	Susan Guckin	Music/Reading-Fleming Intermediate	March 14, 2016- May 6, 2016

Aye: Mr. Bart Ms. Markowski Nay: 0 Abstain: 0
 Ms. Borucki Mr. Stager
 Mr. Davidson Ms. Fallon

CURRICULUM, PROFESSIONAL DEVELOPMENT, ASSESSMENT, TECHNOLOGY, AND GRANTS

The next meeting is February 10, 2016.

All Curriculum items were approved under one motion made by Mr. Stager, seconded by Ms. Borucki

1. Approval was given to employ the following consultants during the 2015-2016 school year.

Item	Consultant	Location	Purpose	Number of Days	Max. Fee per Day
1.	TumbleJam LLC	JPC	Music Department Presenter	1	\$375
2.	Envision Math	RFIS	Demonstration Lesson	1	\$0

2. Approval was given to employ the following staff members, or their alternates, for additional compensation during the 2015-2016 school year. If alternates are necessary, their employment will be confirmed as replacements at no additional cost.

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate
1.	Agabiti	Joseph	JPC	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
2.	Assini	Andrew	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
3.	Borawski	Jason	JPC	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
4.	Burns	Rebecca	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
5.	Casterline	Christine	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
6.	Cook	Diane	CH	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
7.	DeCanio	Daniel	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
8.	DeLorenzo	Kristin	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
9.	Gardner	Elizabeth	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
10.	Hennessey	Elizabeth	RFIS	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
11.	Hering	Carly	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
12.	Klein	Lea	FAD	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
13.	Litchfield	Kristen	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
14.	Lucchetto	Laura	CH	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
15.	Meyer	Misti	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
16.	Shirvanian	Daniel	RFIS	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.
17.	Truncale	Christopher	BS	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
18.	Vala	Susan	RFIS	Prepare a workshop(s) on Tech Integration	3 hrs.	\$33.78/hr.
19.	Vita	Matthew	JPC	Prepare a workshop(s) on Tech Integration	1 hr.	\$33.78/hr.

3. Approval was given of the following field trip(s) for the 2015- 2016 school year.

Item	Grade/Group	School	Destination	Anticipated Date	Cost	Funding Source
1.	Grades 5&6 Student Council	RFIS	Students will go to JPC to assist with the senior citizen luncheon and musical preview	February 25, 2016	\$60	PTO

4. Approval was given to accept the following curriculum, professional development, and/or technology-related donations.

Item	Donation	Value	Location	Funding Source
1.	The Ways of Water Assembly	\$750	CH	Hunterdon County Clean Communities
2.	Lenape Village Simulation for Grade 3	\$841	RH	PTO
3.	Stone Fox by John Reynolds (25 copies)	\$27.90	FAD	PTO
4.	Addie Dvoor and the Farm by Emily Schalk (8 copies)	\$50	BS	Emily Schalk
5.	Addie Dvoor and the Farm by Emily Schalk (5 copies)	\$31.25	CH	Emily Schalk
6.	Addie Dvoor and the Farm by Emily Schalk (6 copies)	\$37.50	FAD	Emily Schalk
7.	Addie Dvoor and the Farm by Emily Schalk (8 copies)	\$50	RH	Emily Schalk

Ms. Fallon shared the book donated by Emily Schalk. She invited Ms. Schalk to the Board Meeting, however, she is away at college. She will attend a Board Meeting when she returns from college.

5. 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 professional development plans.

Item	Last Name	First Name	Workshop/ Conference	Dates	Includes (see below)	Max. Amount
1.	DiBetta	Crystal	Judy Freeman’s Winners! Workshop, Somerset, NJ	May 18, 2016	R,M	\$225
2.	Glanzmann	Deborah	Judy Freeman’s Winners! Workshop, Somerset, NJ	May 18, 2016	R	\$199
3.	Weil	Meredith	Judy Freeman’s Winners! Workshop, Somerset, NJ	May 18, 2016	R	\$199
4.	Cortelezzi	Peggy	Foreign Language Educators of NJ Conference, New Brunswick, NJ	February 27, 2016	R,M	\$190
5.	Hrabovecky	Gloria	Foreign Language Educators of NJ Conference, New Brunswick, NJ	February 27, 2016	R,M	\$190
6.	Peake	Nydia	Foreign Language Educators of NJ Conference, New Brunswick, NJ	February 27, 2016	R,M	\$190
7.	Smith	Shannon	Foreign Language Educators of NJ Conference, New Brunswick, NJ	February 27, 2016	R,M	\$190
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

Aye: Mr. Bart Ms. Markowski Nay: 0 Abstain: 0
 Ms. Borucki Mr. Stager
 Mr. Davidson Ms. Fallon

FACILITIES/OPERATIONS

The next will be March 8, 2016.

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

1. Approval was given to authorize the Business Administrator/Board Secretary to advertise and accept bids for the districts Fire Alarm/Detection System.

Aye: Mr. Bart Ms. Markowski Nay: 0 Abstain: 0
 Ms. Borucki Mr. Stager
 Mr. Davidson Ms. Fallon

TRANSPORTATION

The next meeting will be March 9, 2016.

FINANCE

The next meeting will be February 17, 2016.

All Finance item was approved under one motion made by Mr. Davidson, seconded by Ms. Borucki.

1. Approval was given to make payment to KDH Enterprises, Inc., as outlined below:

Vendor#/Name	PO#	Account#/Description	Check#/Check Amount
KDH Enterprises Inc./3073	16-5170	11-000-219-390-000-06-06/OTH PURCH SERV. – CHILD	\$ 75.00
		20-250-200-300-000-00-16/IDEA B:PURCH PROF 15-16	\$2,700.00
		20-250-200-300-000-00-16/IDEA B:PURCH PROF 15-16	\$4,800.00
		Total for KDH ENTERPRISES INC/3073	Check #32100 -\$7,575.00

Aye: Mr. Bart Ms. Markowski Nay: 0 Abstain: 0
 Ms. Borucki Mr. Stager
 Mr. Davidson Ms. Fallon

POLICY DEVELOPMENT

The next meeting will be March 15, 2016.

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

1. Approval was given to present the following new policy for first reading, as attached:

- a. 5337 P - Service Animals
- b. 3224 P&R - Evaluation of Principals, Vice Principals, and Assistant Principals (M)

2. Approval was given to adopt the following revised policies and regulations, as attached:

- a. 1240 P&R – Evaluation of Superintendent (M)
- b. 3221 P&R – Evaluation of Teachers (M)
- c. 3222 P&R – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)
- d. 3223 P&R – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
- e. 3431.1 P – Family Leave (M)
- f. 4431.1 P – Family Leave (M)
- g. 5350 R – Pupil Suicide (*Regulation only*)
- h. 5516 P – Use of Electronic Communication and Recording Devices (ECRD) (M)

8630 R – Emergency School Bus Procedures (*Regulation only*)

Aye: Mr. Bart Ms. Markowski Nay: 0 Abstain: 0
 Ms. Borucki Mr. Stager
 Mr. Davidson Ms. Fallon

INFORMATION ITEMS

Information

1. Harassment, Intimidation & Bullying Investigations for the 2015-2016 school year:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
Robert Hunter	1/9/16	1	No	None
Copper Hill	October 2015 through January 2016	1	No	Remedial measures outlined in report.

Copper Hill	October 2015 through January 2016	2	No	Remedial measures outlined in report.
Copper Hill	October 2015 through January 2016	3	No	Remedial measures outlined in report.

2. Suspensions:

Date	School	Infraction	Length
1/14/16 1/19/16	JPC	Inappropriate use of social media.	2 Days
1/14/16 1/19/16	JPC	Inappropriate use of social media.	2 Days
1/14/16 1/19/16	JPC	Inappropriate use of social media.	2 Days
1/14/16 1/19/16	JPC	Inappropriate use of social media.	2 Days

3. Drills to date for the 2015-2016 School Year:

Month	Fire Drills					
	BS	CH	FAD	JPC	RFIS	RH
September	9/9	9/8	9/11	9/9	9/3	9/15
October	10/7	10/7	10/23	10/20	10/22	10/16
November	11/2	11/2	11/20	11/2	11/11	11/23
December	12/14	12/3	12/7	12/21	12/9	12/4
January	1/22	1/28	1/28	1/8	1/14	1/26
Month	Security					
	BS	CH	FAD	JPC	RFIS	RH
September	9/22	9/17	9/16	9/17	9/15	9/22
October	10/22	10/23	10/27	10/15	10/08	10/23
November	11/20	11/4	11/11	11/23	11/23	11/12
December	12/22	12/17	12/16	12/8	12/10	12/22
January	1/15	1/5	1/15	1/15	1/15	1/15

MISCELLANEOUS/RELATED & SPECIAL SERVICES

The next meeting will be February 18, 2016.

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

Action Items

1. Approval was given to adopt the revised 2015-2016 Student Calendar, as attached.
2. Approval was given to adopt the revised 2015-2016 Secretary Calendar, as attached.
3. Approval was given to adopt the J.P. Case Middle School Coaching Handbook, as attached.
4. Approval was given for student #4535134070 to attend Hunterdon Preparatory School for the remainder of the 2015-2016 school year at a per diem rate of \$242.40. Flemington-Raritan Regional School District to provide transportation.

5. Approval was given to amend the motion of January 25, 2016.

for UHS of Doylestown/Foundations Behavioral Health to provide student bedside instruction as medically necessary during the 2015-2016 school year at a rate of \$30.62 per hour.

to read:

Approval to confirm UHS of Doylestown/Foundations Behavioral Health to provide student bedside instruction as medically necessary during the 2015-2016 school year at a rate of **\$50** per hour.

Aye:	Mr. Bart	Ms. Markowski	Nay: 0	Abstain: 0
	Ms. Borucki	Mr. Stager		
	Mr. Davidson	Ms. Fallon		

CORRESPONDENCE

None

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS ADDRESS THE BOARD

Sherrill DeGenova, resident and district employee, stated she was at the last Board Meeting and saw the last school showcase. She understands that Special Education offered to present a showcase and was denied. She would look forward to having the Board of Education visit the Special Education classrooms when they start their tours of the schools. Ms. Fallon noted that the Board is only touring buildings, not classrooms.

On the motion of Mr. Stager, seconded by Mr. Davidson, the meeting was adjourned at 7:37 p.m. viva voce.

Respectfully Submitted,

Stephanie Voorhees
Business Administrator/Board Secretary

2016 Board Meetings

- February 22
- March 7 & 21
- April 11 & 25
- May 9-Reorganization of the District/Work Session/Regular Meeting & 23
- June 13 & 27
- July 18
- August 22
- September 12 & 26
- October 10 & 24
- November 14 & 28
- December 12