

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION  
SPECIAL BOARD MEETING/BOARD WORK SESSION  
August 8, 2018  
MINUTES

The Special Meeting/Board Work Session of the Flemington-Raritan Regional Board of Education was called to order in conformance with the "Sunshine Law" by the Board President at 5:05 p.m. in the Media Center at the J.P. Case Middle School.

Members Present

Jessica Abbott  
Sandra Borucki  
Dennis Copeland  
Laurie Markowski\*  
Susan Mitcheltree  
Christopher Walker\*\*  
Tim Bart

Members Absent

Anna Fallon  
Marianne Kenny

Attorney Present

Alicia Hoffmeyer

\*arrived 5:34 p.m.  
\*\*arrived 6:03 p.m.

**On the motion of Ms. Borucki, seconded by Ms. Abbott, the meeting was adjourned, unanimously viva voce, at 5:05 p.m. to executive session in the Media Center.**

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

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.

The Board returned to public session at 5:23 p.m. in the Media Center.

Mr. Bart gave an overview of the agenda and welcomed Ms. Hoffmeyer.

BOARD WORK SESSION 1

Ms. Hoffmeyer of Comegno Law Group led a discussion on Executive Session and the Open Meetings Act, as attached.

Community & School Security

Chief Rotella and Lieutenant Soriano from the Flemington Borough Police Department were in attendance. Chief Rotella complimented the school on the work we have done and the extensive relationship we have formed. He touched on Security Guards and stated the Board needs to really consider moving to the next step of hiring Class III Officers at the schools as School Resource Officers. He explained the description of a Class III Officer. These officers would be hired through the police department part time. They are recommending a Class III Officer at each of our schools. He shared that the estimated cost is \$30-35/hour or \$45,900-\$50,000 + \$5,700 (one time uniforms & tactical). Chief Rotella shared how other schools provide work stations. He recommended uniformed/armed officers and noted that we would need to work through logistics of sick days/training days. Ms. Hoffmeyer noted, this is not required at this time by law. Chief Rotella noted having a police presence is powerful. These School Resource Officers would be under the Supervision of the police. Chief Rotella shared that he spoke with Lieutenant Payne from the Raritan Township Police Department and he concurs with Chief Rotella's recommendation. He shared that the police department has heard positives about having police presence in our schools. Mr. Bart and the Board thanked the officers for coming. The officers stated they are more than willing to take calls and questions. Mr. Bart also suggested that we have a sending district school Board Meeting with the police. Ms. McGann also thanked the police officers for coming.

CITIZENS ADDRESS THE BOARD

Mr. Bart 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.

None

PERSONNEL

The next meeting will be August 23, 2018.

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

**All Personnel items were approved under one motion made by Ms. Markowski, seconded by Ms. Borucki.**

Certified Staff – Appointments, Resignations and Leaves of Absence

1. Approval was given to appoint April Kay as an additional Affirmative Action Officer for the 2018-2019 school year.
2. Approval was given for the following administrators to receive a 1.5% performance incentive as per the Flemington-Raritan Administrators Contract for the 2017-2018 school year, as follows:\*

Item	Employee Number	Merit Amount
1.	534871	\$1,908.90
2.	541450	\$1,185.16
3.	472703	\$2,158.31
4.	532103	\$1,800.00
5.	472542	\$2,017.20
6.	429290	\$2,270.44
7.	587574	\$1,156.25
8.	415377	\$2,198.13
9.	526976	\$1,422.19
10.	590375	\$1,724.13
11.	598306	\$1,216.25
12.	461565	\$1,889.36
13.	477540	\$1,852.23
14.	485487	\$1,739.24
15.	448126	\$2,305.00
16.	578969	\$1,156.25
17.	528830	\$1,800.00
18.	547014	\$1,800.00

\*Ms. Borucki abstained.

3. Approval was given to accept the resignation of the following staff members for the 2018-2019 school year, as follows:

Item	Last Name	First Name	Loc.	Position	Purpose	Effective Date
1.	Fisher	Michele	RH	Stretch	Resignation	August 9, 2018
2.	Lucchetto	Laura	RFIS	Technology Integration Specialist	Resignation	September 22, 2018

4. Approval was given to voluntarily transfer the following staff members for the 2018-2019 school year, as follows:\*

Item	Staff		Current Position/Loc.		Transfer Position/Loc.	
	Last Name	First Name	Loc.	Position	Loc.	Position
1.	Shein	Morgan	CH	Autism	BS	LLD - Grades 3 & 4
2.	Skiba	Jennifer	RH	LLD	RH	Behavioral Disabilities
3.	Petronis	Morgan	RFIS	Grade 5 Math/Science	RH	Resource Center – Grade 4

\*Mr. Walker abstained.

5. Approval was given to rescind the offer of employment for Stephanie Ortiz, Resource Center/In-Class Support at Francis A. Desmares School, effective immediately.
6. Approval was given to employ the following staff members for the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:\*

Item	Last Name	First Name	Loc./Position	Effective Date	Salary/Degree/Step	Certification/College
1.	Noonan	Nicole	RH/Grade 3	September 1, 2018- June 30, 2019	\$56,770/MA/1	Teacher of Students with Disabilities (CEAS)/Teacher of Preschool through Grade 3 (CEAS)/Saint Joseph’s University
2.	Shein	Rachel	BS/Kindergarten	September 1, 2018- June 30, 2019	\$53,520/BA/1	Preschool through Grade 3 (CEAS)/West Chester University

\*Mr. Walker abstained.

7. Approval was given to extend the leave of absence for the following staff member into the 2018-2019 school year, as follows:

Item	Last Name	First Name	Loc.	Position	Leave	Anticipated Date(s)
1.	Goldman-Botwin	Jill	FAD	Health & PE	Disability Leave	February 8, 2017-April 28, 2017
					Medical/Disability Leave	April 29, 2017-June 30, 2017
					Childcare Leave	September 1, 2017-June 30, 2018
					Unpaid Medical	September 1, 2018-December 15, 2018

8. Approval was given to extend the employment of the following leave replacement for the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:

Item	Last Name	First Name	Loc.	Position/Replacing	Effective Date	Salary/Degree/Step	Certification/College
1.	Lappen	Danielle	FAD	Health & Physical Education/Jill Goldman-Botwin	January 20, 2017- February 16, 2017	Sub Per Diem (Day 1-20)	Health & Physical Education / Kean University
					February 17, 2017- June 30, 2017	\$50,860 (prorated)/ BA/1**	
					September 1, 2017- June 30, 2018	\$52,355 (prorated)/ BA/1(Day 21+)***	
					September 1, 2018- December 17, 2018*	\$53,520 (prorated)/ BA/1(Day 1+)****	

\*Employee leave extension dates

\*\*Salary reflects 2016-2017 Teachers’ Salary Guide

\*\*\*Salary update to reflect the 2017-2018 Teachers’ Salary Guide

\*\*\*\*Salary update to reflect the 2018-2019 Teachers’ Salary Guide

9. Approval was given to employ the following leave replacements for the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:

Item	Last Name	First Name	Loc.	Position/ Replacing	Effective Date	Salary/Degree/ Step	Certification/College
1.	Hilke	Michelle	RH	.5 Support Skills/ Kristen Litchfield	September 1, 2018-January 10, 2019	Sub Per Diem Rate (Days 1-20) \$28,385 (Prorated)/ MA/1 (Day 21+)	Elementary School Teacher, Reading Specialist/Kean University, The College of New Jersey
2.	Lush	Kristen	RH	Resource Center Grade 3/Samantha Squashic	October 15, 2018-May 20, 2019	Sub Per Diem Rate (Days 1-60) \$56,770/MA/1 (Day 60+)	Teacher of Students with Disabilities (CEAS), Elementary School Teacher in Grades K-6 (CEAS)/Walden University, Pennsylvania State University

All Staff – Additional Compensation

10. Approval was given to employ the following staff members for additional compensation during the 2018-2019 school year, as follows:

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate
1.	Lappen	Danielle	FAD	CPR/AED/First Aid-P.E. Teacher	3 hrs.	\$33.78/hr.
2.	Youberg	Louise	FAD	Kindergarten Orientation – August 20, 2018	2 hrs.	Hourly
3.	Shein	Morgan	BS	Newcomers & Kindergarten Orientation	4 hrs.	Hourly

11. Approval was given to employ the following staff members for the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:\*

Item	Last Name	First Name	Loc./Position	Effective Date	Salary/Degree/ Step	Certification/College
3.	Nagy	Samantha	RFIS/Grade 5 Math/Science	September 1, 2018-June 30, 2019	\$53,520/BA/1	Elementary School Teacher in Grades K-6 (CEAS), Teacher of English as a Second Language (CEAS)/Rider University
4.	Scheffler	Kathryn	FAD/Resource Center	September 1, 2018-June 30, 2019	\$57,120/MA/2	Elementary School Teacher in Grades K-6 (CEAS), Students with Disabilities (Provisional)/The College of New Jersey
5.	Shanahan	Virginia	JPC/Family and Consumer Science-Foods/Nutrition and Food Science	September 1, 2018-June 30, 2019	\$53,520/BA/1	Teacher of Home Economics/Rutgers University

**\*Mr. Walker abstained.**

12. Approval was given to employ the following staff member for the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:

Item	Last Name	First Name	Loc./Position	Effective Date	Max Hours	Salary (rate)/Step
1.	Moody	Stephanie	CH/Cafeteria Aide	September 1, 2018-June 30, 2019	3 hours per day	\$16.24 per hour/1

13. Approval was given to employ the following staff members for additional compensation during the 2018-2019 school year, as follows:

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate
4.	Midgely	Andrew	RH	Project Success Orientation	2	Hourly
5.	Morales	Holly	RH	Project Success Orientation	2	Hourly
6.	Riggins	Marisa	RH	Project Success Orientation	2	Hourly
7.	Semenowitz	Christian	RH	Project Success Orientation	2	Hourly
8.	Skiba	Jennifer	RH	Project Success Orientation	2	Hourly
9.	Yurecko	Maria	RH	Project Success Orientation	2	Hourly
10.	Reich	Dawn	RH	Kindergarten Orientation	2	Hourly
11.	Shein	Rachel	BS	Kindergarten Orientation	2	Hourly

14. Approval was given of the attached Separation Agreement with Employee #640369.\*

**\*Mr. Walker abstained.**

15. Approval was given to accept the resignation of Employee #640369, per the attached letter.\*

**\*Mr. Walker abstained.**

Aye: Ms. Abbott Ms. Mitcheltree Nay: 0 Abstain: Ms. Borucki-item #2  
 Ms. Borucki Mr. Walker Mr. Walker-item #'s 4,6,11,14 &15  
 Dr. Copeland Mr. Bart  
 Ms. Markowski

**CURRICULUM, PROFESSIONAL DEVELOPMENT, ASSESSMENT, TECHNOLOGY, AND GRANTS**

The next meeting is August 21, 2018.

**All Curriculum items were approved under one motion made by Ms. Borucki, seconded by Ms. Markowski with correction.**

1. Approval was given of the following travel expenditures for staff member 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.	Kay	April	NJPSA Affirmative Action Officer Training	August 21, 22, 23, 2018	R,M	\$503.94
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

Aye: Ms. Abbott Ms. Mitcheltree Nay: 0 Abstain: 0  
 Ms. Borucki Mr. Walker  
 Dr. Copeland Mr. Bart  
 Ms. Markowski

**MISCELLANEOUS/INFORMATION ITEMS**

1. Harassment, Intimidation & Bullying Investigations for the 2017-2018 school year:

School	Date of Incident	Report #	Classified HIB (Y/N)	Additional Action Taken
RH	June 15, 2018 and a previous date a few months prior during recess	3	No	Remedial measures outlined in report

MISCELLANEOUS/ACTION ITEMS

**All Miscellaneous/Action items were approved under one motion made by Ms. Abbott, seconded by Ms. Borucki.**

1. Approval was given to accept the following curriculum donation for the 2018-2019 school year.

Item	Donation	Value	Location	Funding Source
1.	80 Student Backpacks	\$1,600	District	Costco Wholesale

**Aye:** Ms. Abbott                      Ms. Mitcheltree                      **Nay: 0**                      **Abstain: 0**  
 Ms. Borucki                      Mr. Walker  
 Dr. Copeland                      Mr. Bart  
 Ms. Markowski

Mr. Bart noted the August 27th Board Meeting should be a Goal Session and asked for a time the Board feels we should start. The Board agreed upon 6:00 p.m. to 7:30 p.m. will be the Work Session for Goals in the Media Center, Executive Session will be 7:30 p.m. to 7:45 p.m. with the Regular Board Meeting following. Ms. Voorhees noted she will advertise in the newspapers as soon as possible.

BOARD WORK SESSION 2

The Use of Google Documents within the Board of Education was presented by Ms. McGann and Ms. Flavin, as attached. The Board engaged in a brief training session.

There was a discussion on Board Governance led by the Board President and Vice President. The Board reviewed Goal #3, as attached. Mr. Bart shared that the President and Vice President reviewed policies related to Board Governance Goal #3. They presented a list of policies reviewed and provided input. Ms. Voorhees shared the Attendance Officers responsibilities. There were concerns expressed that we, the Board, need to make sure that the Board is not administrating the district. The Board members should review and offer suggestions regarding these policies to the Vice President. The Policy Committee will review. The policy company with legal overview should also take place. It was suggested that this review take place and be finished by December 1<sup>st</sup>.

Dr. Copeland thanked Ms. Hoffmeyer, Superintendent McGann and all the Board of Education Members for their commitment this evening.

**On the motion of Ms. Borucki, seconded by Ms. Markowski, the meeting was adjourned at 8:45 p.m. viva voce.**

Respectfully Submitted,

Stephanie Voorhees  
 Business Administrator/Board Secretary

2018 Board Meetings  
 August 27  
 September 10 & 24  
 October 8 & 22  
 November 12 & 26  
 December 17