

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION

December 19, 2011

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/or 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. Approval of Minutes - Executive Session - December 5, 2011
Regular Meeting - December 5, 2011
- VII. Citizens Address the Board
- VIII. Superintendent's Report - Comprehensive Annual Financial Report by Paul Freda, Suplee, Clooney & Company
- IX. Reports of the Secretary and Treasurer of School Monies
- X. Report of the Standing Committees and Appointment

A. PERSONNEL – Michael Bonieski, Chairperson – Next Meeting, January 17, 2012

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

Certified Staff – Appointments, Resignations & Leaves of Absence

- 1. Approval 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

- 2. Approval 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 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 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 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 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 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 – Appointments, Resignations & Leaves of Absence

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

All Staff – Additional Compensation

10. 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
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 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.	Shirvianian	Daniel	RFIS	Schoolwires C2 Web Training	7	\$32/hr

12. Approval 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:

Item	Last Name	First Name	Loc	Purpose	Max. # of Hours	Rate
0.	McAnlis	Melissa	JPC	Lunch Duty	180	\$3,007.00
x.	Borawski	Jason	JPC	Lunch Duty	120	\$2,004.07
y.	Campbell	Kristen	JPC	Lunch Duty	90	\$1,503.50
xx.	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 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 of 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. Approval 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

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.	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	Feb. 29, 2012	R,M	\$175

			Tool – K-12, Kean University, Union, NJ			
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						

B. CURRICULUM – Dennis Copeland, Chairperson, Next Meeting – January 18, 2012

C. FACILITIES/OPERATIONS – Linda Mastellone, Chairperson, Next Meeting – TBA

D. TRANSPORTATION – Janine Foreman, Chairperson, Next Meeting – January 11, 2012

E. FINANCE- Bruce Davidson, Chairperson, Next Meeting – January 20, 2012

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

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

G. REPRESENTATIVE TO THE NJ SCHOOL BOARDS ASSOCIATION/LEGISLATIVE ADVISOR – Dennis Copeland, Ed.D.

H. POLICY DEVELOPMENT- Linda Mastellone, Chairperson, Next Meeting – February 7, 2012

1. 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

XI. Miscellaneous

Information Items

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.

Action Items

1. Approval 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 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 to accept homeless student #2011227, at Robert Hunter School, effective December 9, 2011.
4. Approval 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.

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 – J.P. Case Middle School

January 9, 2012 – NJQSAC and the Comparative Spending Guide Report

January 23 – Education Foundation Research Committee Report

February 6 – Ethics Presentation

February 10 – Mid-Year Board Planning Session

February 27

March 5

March 19

April 2

April 16