

**FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION
REGULAR MEETING
December 6, 2010
MINUTES**

The regular session of the Flemington-Raritan Regional Board of Education was called to order in conformance with the "Sunshine Law" by Laurie Markowski at 7:00 p.m. in the Media Center at the Copper Hill School.

Members Present

Michael Bonieski
Dennis Copeland
Bruce Davidson
Joseph Zarish
Laurie Markowski

Members Absent

Janine Foreman
Doris McGivney
David Paulk
Patrick Larmore

On the motion of Mr. Davidson, seconded by Dr. Bonieski, minutes of the Regular Meeting on November 15, 2010 were approved.

Aye: Dr. Bonieski
Dr. Copeland
Mr. Davidson
Ms. Markowski

Nay: 0 Abstain: Mr. Zarish

CITIZENS ADDRESSED THE BOARD

Scott Totten, Music Teacher, thanked the Board for financial support of the Music Conference and for the opportunity they have provided to the students.

SUPERINTENDENT'S REPORT

Hunterdon County Teacher of the Year, Linda Alsop, spoke about all of the State changes in education over the last 20 years. Ms. Alsop spoke about her passion of teaching. She expressed gratitude for Administrative and Board support to support her as a teacher and student learning. Ms. Alsop and a colleague started a project to set up a blog to allow educational communication among the teachers.

The Comprehensive Annual Financial Report was spoken about in detail by Paul Freda, from Suplee, Clooney & Company. He spoke regarding records being kept for the Reading-Fleming Intermediate Activity Fund. He reported last year's recommendation at J.P. Case Middle School was remedied. Mr. Zarish asked if he audits internal controls. Mr. Freda responded yes and that the district is well maintained and well run. There were no issues with the internal controls other than concerns with the Reading-Fleming Intermediate School Activity Fund. Mr. Freda reviewed the attached audit synopsis and the district surplus. Ms. Hope clarified the 2% allowable surplus, just shy of \$1,000,000. Mr. Nolan asked how much time is spent on this audit. Mr. Freda stated approximately 2 ½ weeks with 3 to 4 of his staff members' assistance. Mr. Freda stated that the findings are accurate and that the district is very well run. Mr. Nolan thanked Ms. Hope, the Business Office, Administration, Special Services and Mr. Bland for the great work. Mr. Zarish asked when the audit was available. Ms. Hope and Mr. Freda stated December 2nd, 2010. Mr. Zarish was concerned with not having enough time to review the audit. Dr. Bonieski asked if the audit in the future could go through the Finance Committee first. Mr. Freda stated yes. Mr. Freda thanked Ms. Hope and the Business Office for all of their hard work, that this is a large task and intrusive at times.

Mary Lyons presented the Energy Audit Financing Options. Mary recommended ESIP with a minimum 15 year lease if solar can be included; the district should go for it. The Board discussed in length the options for financing. Dr. Copeland recommended bringing it back to the Finance and Facility/Operations Committees for a recommendation. The Board agreed. The Board and Ms. Hope thanked Mary Lyons.

REPORTS OF THE SECRETARY AND TREASURER OF SCHOOL MONIES

The Superintendent of Schools recommends that the Board of Education accept the monthly financial reports of the School Business Administrator/Board Secretary and the Treasurer of School Monies for the month of October 2010 and further certifies that no major account or fund has been over expended in violation of 6A: 23-2.11(b), and that sufficient funds are available to meet the district's known financial obligations for the remainder of the fiscal year 2010-2011.

I, Stephanie Hope, School Business Administrator/Board Secretary certify that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A:23-2.11(a), as of October 31, 2010. As of these dates, sufficient funds are available to meet the district's known financial obligations for the remainder of school year 2010-2011.

On the motion of Mr. Davidson, seconded by Mr. Zarish, approval was given to accept the Reports of the Secretary and Treasurer of School Monies for the month of October 2010:

Aye: Dr. Bonieski
 Dr. Copeland
 Mr. Davidson
 Mr. Zarish
 Ms. Markowski

Nay: 0 Abstain: 0

PERSONNEL

Dr. Bonieski noted the next meeting is December 14, 2010.

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.

1. 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.	Rozansky	Sheila	BS	December 9 & 10, 2010
b.	O'Connor	Susan	CH	December 16 p.m. - December 23, 2010

2. Approval was given to amend the motion of November 15, 2010:

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

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Bishop	Alison	RH	1	Disability Leave	March 3, 2011-June 16, 2011
					Family Leave/NJ Paid	June 17, 2011-June 30, 2011

to read:

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

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Bishop	Alison	RH	1	Disability Leave	March 3, 2011-May 6, 2011
					Family Leave/NJ Paid	May 9, 2011-June 30, 2011

3. Approval was given to transfer William Cahill, Vice-Principal at Barley Sheaf School, to Student Support Teacher at J.P. Case Middle School, effective January 3, 2011. Salary to be \$50,498 prorated based on Step 6 of the 2009-2010 teachers' salary guide with 5 years of public school experience. The 2010-2011 salary will be adjusted at the conclusion of negotiations.

4. Approval was given to amend the 2010-2011 salary of the following staff member, effective October 31, 2010:

Item	Last Name	First Name	From	To	Reason
a.	Scheffels	Kathryn	\$77,758	\$79,958	Master's Degree

5. Approval was given to amend the motion of November 15, 2010:

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

Last Name	First Name	Loc.	Leave	Date(s)
Hamlin	Dayna	BS	Involuntary Unpaid Leave Disability Leave Family Leave/NJ Paid Childcare Leave	September 8, 2010-September 28, 2010 September 29, 2010-November 23, 2010 November 24, 2010-February 11, 2011 February 14, 2011-June 30, 2011

to read:

Last Name	First Name	Loc.	Leave	Date(s)
Hamlin	Dayna	BS	Involuntary Unpaid Leave Disability Leave Family Leave/NJ Paid Childcare Leave	September 8, 2010-September 26, 2010 September 27, 2010-November 23, 2010 November 24, 2010-February 11, 2011 February 14, 2011-June 30, 2011

6. Approval was given to the following staff member to take a maternity leave as follows:

Item	Last Name	First Name	Loc	Grade	Leave	Anticipated Date(s)
a.	Hale	Kelly	FAD	2	Disability Leave	March 28, 2011-May 26, 2011
					Family Leave/NJ Paid	May 27, 2011-June 30, 2011

7. Approval was given to amend the motion of June 28, 2010:

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

Last Name	First Name	Loc.	Leave	Date(s)
John	Lindsay	RF	Disability Leave Family Leave/NJ Paid	November 15, 2010-January 10, 2011 January 11, 2011-February 14, 2011

to read:

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

Last Name	First Name	Loc.	Leave	Date(s)
John	Lindsay	RF	Disability Leave Family Leave/NJ Paid	November 15, 2010-January 3, 2011 January 4, 2011-February 14, 2011

8. Approval was given to employ the following maternity leave replacement. The candidate is highly-qualified for her position. Fingerprinting and health exam required. The 2010-2011 salary will be adjusted at the conclusion of negotiations.

Item	Last Name	First Name	Position/Replacing/Loc	Dates	Salary/Degree/Step	Certification/College
a.	Guzman	Lindsay	Grade 2 Joey Mulholland FAD	Feb. 9, 2011- June 30, 2011	\$46,698 prorated Bachelor's degree Step 3 2 years of experience	Elementary College of NJ

All Staff – Additional Compensation

9. Approval was given to employ the following staff members for additional compensation during the 2010-2011 school year.

Item	Last Name	First Name	Loc	Purpose	Max. # of Hours	Rate
a.	Lango	Cori	BS	Turnkey Training-Powerschool & Gradebook	10	Hourly
b.	Truncale	Christopher	BS	Turnkey Training-Powerschool & Gradebook	10	Hourly

c.	Tonge	Michele	FAD	ESL Learning Lab	50 Shared	\$29
d.	Cinquemani	Tiffany	RH	Write Grades 3-4 Social Studies Curriculum	10	\$32
e.	Dolan	Elizabeth	BS	Write Grades 3-4 Social Studies Curriculum	10	\$32
f.	Gorka	Alaina	FAD	Write Grades 3-4 Social Studies Curriculum	10	\$32
g.	Kelliher	Pamela	RH	Write Grades 3-4 Social Studies Curriculum	10	\$32
h.	Lake	Katie	FAD	Write Grades 3-4 Social Studies Curriculum	10	\$32
i.	Leslie	Patricia	RH	Write Grades 3-4 Social Studies Curriculum	10	\$32
j.	Liscinsky	Linnea	RH	Write Grades 3-4 Social Studies Curriculum	10	\$32
k.	Petto	Suzanne	CH	Write Grades 3-4 Social Studies Curriculum	10	\$32

10. Approval was given to confirm the following staff members for additional compensation during the 2010-2011 school year:

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate
a.	Cranden	Erica	JPC	5 th Parent-Teacher Conference	N/A	1/400
b.	Hlinka	Jaelyn	FAD	Translator	1	\$32
c.	Corigliano	Frank	RFIS	Advisor for RFIS Basketball League	7.5	\$29
d.	Ibach	Benjamin	RFIS	Advisor for RFIS Basketball League	7.5	\$29
e.	McNamara	Erin	RFIS	Advisor for Winter Husky Theatre Club	7.5	\$29
f.	Alexanderson	Karin	RH	Write Stretch General Curriculum	1	\$32

Substitutes

11. Approval was given to employ the following applicants as Substitutes for the 2010-2011 school year pending criminal history background checks:

Item	Last Name	First Name	Position(s)
a.	Auerbach	Debbie	Renewal of Substitute Certificate
b.	Bond	Peggy	Renewal of Substitute Certificate
c.	King	Lorie	Renewal of Substitute Certificate

Field Placements

12. Approval was given for the following field placements for the 2010-2011 school year:

Candidate/ College/Univ.	Cooperating Teacher	Loc/Position	Dates
Elizabeth Kowal/Kean University	Kathleen Gesumaria	FAD/Grade 4	January 18, 2011-May 9, 2011
Megan Reilly/TCNJ	Rosemary Hanigan Kelly Kuster	BS/Resource Center BS/Grade 4	January 18, 2011-April 29, 2011
Marissa Housman/ Rowan Univ.	Karen Abrams	SS/School Psychologist	January 6, 2011-June 30, 2011

13. Approval was given to confirm the following field placement for the 2010-2011 school year:

Candidate/ College/Univ.	Cooperating Teacher	Loc/Position	Dates
Samantha Castellano/ Rutgers U.	Mindi Gilmurray	JPC/Gr. 8 LA	November 22, 2010-January 7, 2011

14. Approval was given for the following students to observe classes in the district during 2010-2011 school year:

Item	Last Name	First Name	College/University/School
a.	Myers	Robin	The College of New Jersey
b.	Allenza	Adria	Raritan Valley Community College
c.	Della Bovie	Samantha	Raritan Valley Community College
d.	Jackson	Alexander	Raritan Valley Community College
e.	Keleher	Michael	Raritan Valley Community College
f.	Karas	Katelynn	Raritan Valley Community College
g.	Kline	Wendy	Raritan Valley Community College
h.	SanGiorgio	Peter	Raritan Valley Community College
i.	Osborne	Jacqueline	Towson University
j.	Indyk	Devyn	Hunterdon Central High School

Professional Development/Travel

15. 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.

Item	Last Name	First Name	Workshop/ Conference	Dates	Includes (See Below)	Max. Amt.
a.	Laynor	Jessica	Kean Literacy Consortium, Union, NJ	Dec. 15, 2010	M	\$50
b.	McNamara	Erin	Kean Literacy Consortium, Union, NJ	Dec. 15, 2010	M	\$50
c.	Tavares	Anabela	Kean Literacy Consortium, Union, NJ	Dec. 15, 2010	M	\$36
d.	Pollock	Sandra	Kindergarten Conference, Union, NJ	Jan. 10, 2011	R	\$150
e.	Kalb	Kristina	CCSS Implementation Support, City College, NY	Jan. 12, 2011	M	\$25
f.	Quattrochi	Megan	Authentic Assessment Ideas Workshop, Cherry Hill, NJ	Jan. 11, 2011	R, M	\$250
g.	Vitelli	Nicholas	Authentic Assessment Ideas Workshop, Cherry Hill, NJ	Jan. 11, 2011	R, M	\$270
h.	Caiazza	Michael	EDA/NAHPERD Joint Convention, Long Branch, NJ	Feb. 17, 2011	R	\$70
i.	Enos	Susan	EDA/NAHPERD Joint Convention, Long Branch, NJ	Feb. 17, 2011	R	\$70
j.	Healey	Kimberly	EDA/NAHPERD Joint Convention, Long Branch, NJ	Feb. 17, 2011	R	\$70
k.	Pfluge	Kevin	EDA/NAHPERD Joint Convention, Long Branch, NJ	Feb. 17, 2011	R	\$70
l.	Quagliato	Julie	EDA/NAHPERD Joint Convention, Long Branch, NJ	Feb. 17, 2011	R	\$70
m.	Quattrochi	Megan	EDA/NAHPERD Joint Convention, Long Branch, NJ	Feb. 17, 2011	R	\$70
n.	Scheffels	Kathryn	EDA/NAHPERD Joint Convention, Long Branch, NJ	Feb. 17, 2011	R	\$70

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

Aye: Dr. Bonieski
Dr. Copeland
Mr. Davidson
Mr. Zarish
Ms. Markowski

Nay: 0 Abstain: 0

CURRICULUM

Dr. Copeland noted the next meeting will be December 15, 2010.

The Curriculum items were approved under one motion made by Dr. Copeland, seconded by Dr. Bonieski.

1. Approval was given to employ Staff Development Workshops to prepare and present workshops entitled, "Differentiating and Teaching Writing to Special Education Students," to the grades K-4 special education teachers for four days during the 2010-2011 school year at a rate of \$1,500 per day for a maximum of \$6,000. Monies to be taken from ARRA funds.
2. Approval was given to employ Staff Development Workshops to prepare and present workshops entitled, "Differentiating and Teaching Writing to Special Education Students," to the grades 5-8 special education teachers for three days during the 2010-2011 school year at a rate of \$1,500 per day for a maximum of \$4,500. Monies to be taken from ARRA funds.

Aye: Dr. Bonieski
 Dr. Copeland
 Mr. Davidson
 Mr. Zarish
 Ms. Markowski

Nay: 0 Abstain: 0

FACILITIES/OPERATIONS

Ms. Markowski noted the next meeting date was not yet determined.

The Facilities/Operations items were approved under one motion made by Ms. Markowski, seconded by Mr. Davidson.

1. Approval was given to dispose of the attached list of obsolete and broken district technology property as it is no longer needed for the instructional program and is not required as a trade-in on a replacement purchase.
2. Approval was given to dispose of all items not sold at the surplus sale on December 6, 2010 as previously approved.

Aye: Dr. Bonieski
 Dr. Copeland
 Mr. Davidson
 Mr. Zarish
 Ms. Markowski

Nay: 0 Abstain: 0

TRANSPORTATION

Mr. Davidson noted the next meeting will be December 8, 2010.

FINANCE

It was noted the next meeting will be January 4, 2011.

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

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, 2009 to June 30, 2010, as prepared by Suplee, Clooney & Co. of Westfield, New Jersey, and corrective action plan showing one recommendation. The corrective action plan is attached and states that standard operating procedures will be revised to address the recommendation.
2. Approval was given for the Superintendent and Business Administrator to transfer funds, pay monthly bills, and authorize payroll disbursements for the month of December 2010.
3. Approval was given to authorize the procurement of goods and services through the attached revised list of state contract vendors for the 2010-2011 school year.

Aye: Dr. Bonieski
 Dr. Copeland
 Mr. Davidson
 Mr. Zarish
 Ms. Markowski

Nay: 0 Abstain: 0

COUNTY SCHOOL BOARDS ASSOCIATION

Ms. Markowski noted the next meeting will be December 9, 2010 and the topic is Labor relations.

NEW JERSEY SCHOOL BOARDS ASSOCIATION/LEGISLATIVE ADVISOR

Ms. Markowski noted the next meeting will be in January. The Delegate Assembly meeting will be May 14, 2011.

POLICY

Ms. Foreman noted the next meeting date will be December 8, 2010.

MISCELLANEOUS

All Miscellaneous items were approved under one motion made by Mr. Davidson, seconded by Dr. Bonieski.

1. Approval was given to employ Karen Eldredge as the Robert Hunter Elementary School piano accompanist for the Winter Concert, January 13, 2011 and at a rate of \$250.
2. Approval was given to accept the 2010-2011 Academic Achievement Goals and the 2009-2010 Academic Achievement Outcomes Reports as presented on November 15, 2010.
3. Approval of the 2011-2012 Student Calendar, as attached was tabled.*

Dr. Copeland expressed concern with the number of days off in November 2011. He requested we table this item in order for the full Board to discuss this. He is also concerned with the public having the calendar as soon as possible.

4. Approval was given for the 2011-2012 Secretarial Calendar, as attached.

Dr. Bonieski asked why a secretarial calendar is crafted. Ms. Hope stated that the contract allows the number of days, Administration can decide on the specific days. He suggested a coordination of days off with secretaries and administration.

5. Approval was given to confirm bedside instruction at Somerset Medical Center for J.P. Case student #501461 at a rate of \$47 per hour for as long as medically necessary.
6. Approval was given to accept student # 2010953 into the Copper Hill Integrated Preschool program at an annual tuition rate of \$3,000, effective 12/1/10. Parent to provide transportation.
7. Approval was given for Mercer County Special Services School District to conduct student evaluations during the 2010-2011 school year at a cost not to exceed \$500 per evaluation.
8. Approval was given to accept a grant from the Reading-Fleming Intermediate Schools PTO, in the amount of \$16,000, for the purchase of technology carts, document cameras, projectors, speakers and laser remotes.
9. Approval was given for the following schools to schedule the following class trips, during the 2010-2011 school year :

Donor	School	Class Trip	Date	Cost
PTO	Copper Hill	3 rd Grade - Churchville Nature Center	May 23, 2011	\$705
N/A	J.P. Case Middle	Autism Class - Shop Rite/Applebee's Restaurant	December 16, 2010	Special Education Transportation Account

10. Approval was given to accept the following report of school bus evacuation drills conducted pursuant to N.J.A.C. 6A:27-11.2: bus evacuation drills were conducted at Flemington-Raritan School District on the morning and afternoon of October 26, 2010 and were conducted as follows.

School	Supervisor	Bus Route Numbers	Van Route Numbers
J.P. Case Middle School	Peter Sibilica & Anthony DeMarco	1,2,3,21,23,34,37,702,707,708,716,718,719,801,804a,804b,809a,809b,812,813	59,17,24,40,44

Reading-Fleming Intermediate School	Wanda Quinones	10,13,26,31,32,35,36,38,40,712,713,714,715,717,802,803,806,807,808,810	10,14,19,20,41,47,55
Barley Sheaf School	William Cahill	28a,28b,30,41,809a,809b,37,41,804,810,813	14,43,48,53
Copper Hill School	Brian Bizzoco	6,15,16,16a,16b,26,31,32,707,708,712,713,714,716,717,719a,719b,801,806	6,14,17,19,20,25,41,46,51,55,56,
Francis A. Desmares School	Mark Masessa	15,19,24,29,39,702,709a,709b,710,711,718,803,805	15,20,24,29,41,44,47
Robert Hunter School	Rebecca Hutto	6,23,28,33,34,35,54,57,715,802,807,808,811a,811b	48,55
Special Services	Linda Higgins Mercer County	RDS	RDS

Aye: Dr. Bonieski
 Dr. Copeland
 Mr. Davidson
 Mr. Zarish
 Ms. Markowski

Nay: 0 Abstain: 0

***Item number 3 was tabled.**

CORRESPONDENCE

Dr. Bonieski received a letter from Mr. Randazzee dated December 2, 2010. Administration has not seen the letter.

OLD BUSINESS

Mr. Zarish asked for an update on courtesy/hazardous busing. Mr. Nolan gave a brief overview of the work we have been doing. He also noted he sent a letter to the Township requesting a meeting to begin discussing this matter. Mr. Nolan noted that we have also begun investigating Childcare and summer recreation options as well. Budget investigations have begun. Mr. Davidson gave a brief update of the meetings of the District Advisory Committee. Both the YMCA and Work Family Connection presented to the committee. The next meeting will be December 8, 2010.

NEW BUSINESS

None

CITIZENS ADDRESS THE BOARD

None

ADJOURN

On motion of Dr. Bonieski, seconded by Mr. Davidson, the meeting was adjourned, unanimously viva voce, at 8:40 p.m.

Respectfully Submitted,

Stephanie Hope
 Business Administrator/Board Secretary

Upcoming Board Meetings – Copper Hill School

- January 6, 2011- Board Planning Session
- January 10 – Courtesy/Hazardous Bussing Update
- January 24
- February 7
- February 28
- March 7
- March 28
- April 11