

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
HIGH SCHOOL AUDITORIUM
JULY 22, 2010**

MINUTES

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, July 22, 2010 at 8:00 p.m.

I. OPENING OF THE MEETING BY THE PRESIDENT

Dr. Allen Kirk, Board President, called the meeting to order at 8:00 p.m. and read the Meeting Notice followed by the Salute to the American Flag.

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| PRESENT | Allen Kirk, Board President Margaret Zybrick, Vice President Richard Beeferman Keith Dama Steven Fink William Hickey |
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| ABSENT | Patricia Moeser |
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| ALSO PRESENT | Alice M. Robinson, Business Administrator/Board Secretary James J. Opiekun, Superintendent |
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II. ROUTINE MATTERS

A. Approval of Minutes

1. Work Session – June 10, 2010
2. Regular Meeting – June 24, 2010

MOTION BY MR. BEEFERMAN, SECONDED BY DR. FINK TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

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| YES | Mr. Beeferman Mr. Dama Dr. Fink Mr. Hickey (Abstained on June 10 th minutes) Mrs. Zybrick Dr. Kirk |
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III. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

Comments were made regarding:

- Activities fees

IV. SUPERINTENDENT'S UPDATE

Mr. Opiekun reported on the following:

- Summer work
- Kindergarten relocation
- Kindergarten enrollment
- Kinnelon High School schedules
- Kinnelon High School Activities
- Policies

V. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

- A. EDUCATION COMMITTEE
(Mrs. Zybrick, Mr. Hickey, Dr. Kirk)

Agenda Item #1 was added to the Agenda.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a **Chancellor Outreach** program at Stonybrook School for the 2010-2011 school year.

MOTION BY MRS. ZYBRICK, SECONDED BY MR. BEEFERMAN TO APPROVE ITEM #1 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

- B. NEGOTIATIONS COMMITTEE
(Mr. Dama, Ms. Moeser, Dr. Fink)

No Action

- C. PERSONNEL COMMITTEE
(Mr. Hickey, Mrs. Zybrick, Dr. Kirk)

Agenda Items #1 through #12 were added to the Agenda. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence for **Vincent Milano**, custodian at Pearl Miller School, from July 1, 2010 through September 1, 2010
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Mark Landzert** to the position of Special Education Teacher at Kinnelon High School at a salary of \$56,350, MA Degree, Step 1, effective September 1, 2010 through June 30, 2011. This action is pending successful completion of all required criminal history background checks and approval by the New Jersey Department of Education.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Chris Csengeto** to the position of Special Education Teacher at Kinnelon High School at a salary of \$59,350, MA +15 Degree, Step 1, effective September 1, 2010 through June 30, 2011. This action is pending successful completion of all required criminal history background checks and approval by the New Jersey Department of Education.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Celeste Denman** to the position of Pearl R. Miller Volleyball Coach, Step 3 of the Coaches Guide at a stipend of \$5,404 for the 2010-2011 school year.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Larry Simms** as a volunteer football coach for the 2010-2011 school year.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves the appointment of **Theresa Mosca** to the position of Substitute for the Extended School Year Program at a rate of \$40 per day.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointments of the following 2010 **Summer Sports Academy** workers as listed:

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| Matt Mondello | Boy's Basketball | \$225 |
| Brain Costello | Boy's Basketball | \$225 |
| Gerry Sullivan | Boy's Basketball | \$225 |
| Chris Vosatka | Fitness and Fun | \$225 |
| Morgan Redmond | Fitness and Fun | \$225 |

D. POLICY COMMITTEE
(Ms. Moeser, Mr. Beeferman, Dr. Fink)

Agenda Item #1 through #3 were added to the Agenda. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **second reading and adoption** of Policy # 2436, Activity Participation Fee Program.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the attached **Kinnelon Activity Participation Fee Schedule**.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **first reading** of the following Policies:

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| 0142.1 | Nepotism |
| 0174 | Legal Services |
| 0177 | Professional Services |
| 1570 | Internal Controls |
| 1620 | Administrative Employment Contracts |
| 2415.03 | Highly Qualified Teachers |
| 2423 | Bilingual and ESL Education |
| 2560 | Live Animals in School |
| 3126 | Induction Program for Provisional Teachers |
| 3240 | Professional Development |
| 3281 | Inappropriate Staff Conduct |
| 4281 | Inappropriate Staff Conduct (Support Staff) |
| 5338 | Diabetes Management |
| 5512.01 | Harassment, Intimidation, and Bullying |
| 5533 | Pupil Smoking |
| 6111 | Special Education Medicaid Initiative (Semi) Program |
| 6360 | Political Contributions |
| 6471 | School District Travel |
| 6660 | Student Activity Fund |
| 7434 | Smoking on School Grounds |
| 8420 | Emergency and Crisis Situation |
| 8461 | Reporting Violence, Vandalism, Alcohol and other Drug Abuse |
| 9700 | Special Interest Groups |

MOTION BY MR. BEEFERMAN, SECONDED BY MR. DAMA TO APPROVE ITEMS #1 THROUGH #3 AS PRESENTED.

AFTER A LENGTHY DISCUSSION CONCERNING THE ACTIVITY PARTICIPATION FEE SCHEDULE, A MOTION WAS MADE BY MR. BEEFERMAN, SECONDED BY MR. HICKEY TO TABLE ITEMS #1 AND #2.

MOTION TO APPROVE ITEM # 3 CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

E. FINANCE COMMITTEE
(Mr. Beeferman, Mr. Hickey, Dr. Fink)

Agenda Items #1 through #5 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on July 8, 2010. They were voted upon as a group.

1. Be it resolved, that the Kinnelon Board of Education approves the **Board Secretary's Report** for the month of June 2010.
2. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of June 2010.
3. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.A.C. 6A:23-2.11 (C) 3, I certify that as of June 30, 2010, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a).
4. **Board's Certification of Budgetary Line Items**
Pursuant to N.J.A.C. 6A:23-2.11 (C) 4, the Board of Education certifies that after review of the board secretary's monthly financial reports, in the minutes of the board each month, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11 (b).
5. **Bill List**
 - a. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 10/11 – 1.

Computer Checks #20387 through #20432 \$ 659,196.66

Disbursements by EFT #99234 through EFT #99237 \$ 268,330.94

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| Hand Check #20386 | \$ 277,122.30 |
| Total Disbursements for July 22, 2010 | \$1,204,649.90 |
| Void Check #20302 (Prior Year) does not effect total. | |

MOTION BY MR. BEEFERMAN, SECONDED BY MR. HICKEY TO APPROVE ITEMS #1 THROUGH #5 AS PRESENTED. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

YES Mr. Beeferman
 Mr. Dama
 Dr. Fink
 Mr. Hickey (Abstained on Check #20426-#20429)
 Mrs. Zybrick
 Dr. Kirk

Agenda Items #6 through #11 were added to the Agenda. They were voted upon as a group.

6. Be it resolved, that the Kinnelon Board of Education, approve the Food Service Renewal Addendum Contract with **Maschio's Food Services** for the period July 1, 2010 through June 30, 2011.

It is the intent of the Local Education Agency to award the food service contract on a flat management fee basis. The Local Education Agency shall pay Maschio's an annual management fee in the amount of \$15,050. The management fee shall be payable in monthly installments of \$1,505 per month commencing on September 1, 2010 and ending on June 30, 2011.

Maschio's guarantees a return to the Local Education Agency in the amount of \$15,000. In the event the actual bottom line of the operational report (total revenue from all sources less program costs, including the management fee) is below this amount, Maschio's shall be responsible for any shortfall with the following conditions:

- a) There shall be no change in the district's policies, practices and service requirements including changes in bell schedules and or meal service periods.
- b) The proposed pricing schedule is approved.
- c) The proposed staffing schedule is approved with no alterations.
- d) The state or federal minimum wage rate and taxes in effect as of July 1, 2010, shall remain consistent throughout the year.

- e) The projected number of service days for lunch will be the following:
 - 168 Elementary School
 - 171 Middle School
 - 174 High School
- f) There shall be no reduction in service days due to inclement weather schedule changes, i.e. early dismissal, delayed opening.
- g) The government reimbursement rates shall be no less than the rates for the 2009-2010 school year.
- h) Vendor prices shall remain constant throughout the year.
- i) Average daily attendance and the number of free and reduced price participants shall remain at the same level as the 2009-2010 school year
- j) USDA commodity offerings will be no less than the 2009-2010 school year. Usable commodities, of adequate quality and variety required for FSMC's proposed menu will be valued at no less than the 2009-2010 value per reimbursable meal.
- k) There shall be no restrictions in a la carte sales. Sales will be permitted at all locations for the term of this contract.
- l) Service hours, service requirements type or number of facilities selling food and/or beverages on Local Education Agency's premises shall remain consistent throughout the year.
- m) There shall be no competitive sales during all service hours.
- n) Any changes in legislation, regulations, reimbursement rates, meal components and quantities required by the National School Lunch program or changes in the State's School Nutrition Policies will affect the guarantee.
- o) Due to the volatile nature of raw material costs, Maschio's and the Local Education Agency shall review quarterly, costs associated with paper and plastic supplies and fuel surcharges on other deliveries. Any changes in Maschio's costs shall result in an appropriate change in the guarantee.
- p) There will be no cessation of labor within the district that would adversely affect sales.
- q) The local Education Agency shall make payment to Maschio's for the entire amount of fees, costs and expenses which Maschio's shall have incurred as the result of union organizational activities and participation in administrative proceedings involving the unionization of personnel, which were unknown to the officers of Maschio's at the time of execution of this contract.

7. Be it resolved, that the Kinnelon Board of Education approve a **Parental Transportation Contract** in the amount of \$2,524.75, to transport their child to Sawtelle Learning Center from July 6, 2010 to July 30, 2010.
8. Be it resolved, that the Kinnelon Board of Education approve a joint transportation agreement with the **Educational Services Commission of Passaic County** to transport a Kinnelon student to Sage Day School from June 28, 2010 through July 30, 2010 at the estimated cost of \$2,286.20 plus \$182.90 surcharge.
9. Be it resolved, that the Kinnelon Board of Education void **Payroll Agency check** #2583 in the amount of \$50.
10. Be it resolved, that the Kinnelon Board of Education void the following **Athletic Account** checks:

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| Check #5224 | \$ 55.00 |
| Check #5322 | <u>\$ 71.00</u> |
| Total | \$126.00 |

11. The Kinnelon Board of Education authorizes the Business Administrator to advertise for **Outsourcing Custodial Services** through Competitive Contracting.

MOTION BY MR. BEEFERMAN, SECONDED BY DR. FINK TO APPROVE ITEMS #6 THROUGH #11 AS PRESENTED.

DURING THE DISCUSSION, A QUESTION WAS RAISED CONCERNING FINAL CHANGES TO THE SPECIFICATION. MRS. ROBINSON WAS GRANTED PERMISSION TO MAKE ANY FINAL CHANGES.

MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

F. FACILITIES COMMITTEE
(Mr. Dama, Ms. Moeser)

No Action

VI. COMMITTEE REPORTS

- A. Personnel
- B. Education
- C. Policy
- D. Finance/Budget
 - Contract issues will be discussed during closed session.
- E. Facilities
- F. Negotiations
- G. Delegates
 - 1. New Jersey School Boards Association
 - 2. Morris County School Boards Association
 - 3. Legislative Representative
 - 4. Morris County Educational Services Commission
- H. Coordinating Committee
 - A meeting date will be set for next week
- I. Teacher Liaison Committee
- J. KAMELOT
- K. Student Representative

VII. UNFINISHED BUSINESS

None

VIII. NEW BUSINESS

None

IX. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

Comments were made regarding:

- Alize Drive

X. BOARD MEMBER COMMENTS

None

XI. ADJOURNMENT

MOTION BY MR. BEEFERMAN, SECONDED BY DR. FINK TO ADJOURN THE MEETING INTO CONFIDENTIAL SESSION AT 8:40 P.M. TO DISCUSS:

- 1. Negotiations – KEA Contract

2. Contract negotiations

MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR. NO FURTHER ACTION WILL BE TAKEN.

MOTION BY MR. BEEFERMAN, SECONDED BY DR. FINK TO RECONVENE IN PUBLIC SESSION AT 9:05 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MOTION BY MR. BEEFERMAN, SECONDED BY DR. FINK TO ADJOURN THE MEETING AT 9:05 P.M. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Alice M. Robinson
Board Secretary