

**KINNELON BOARD OF EDUCATION  
REGULAR MEETING  
Kiel School All Purpose Room  
February 28, 2008**

**MINUTES**

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, February 28, 2008 at 7:30 p.m.

**I. OPENING OF THE MEETING BY THE PRESIDENT**

Allen Kirk, Board President, called the meeting to order at 7:35 p.m.

PRESENTATION - Ethics Presentation – Joanne Borin – New Jersey School Board’s Association

Dr. Kirk reopened the meeting in the Kiel School All Purpose Room at 8:00 and read the Meeting Notice followed by the Salute to the American Flag.

PRESENT	Allen Kirk, President Richard Beeferman, Vice President Keith Dama William Hickey Patricia Moeser Deborah New Margaret Zybrick
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ABSENT	None
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ALSO PRESENT	Alice M. Robinson, Business Administrator/Board Secretary James J. Opiekun, Superintendent Brad Iuculano, Student Representative
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**KIEL SCHOOL SPOTLIGHT**

Mrs. Hart and several Kiel/Sisco School students presented the *Kiel/Sisco Tribune*, a newspaper created by the kindergarten, first and second grade students.

**II. ROUTINE MATTERS**

A. Approval of Minutes

1. Work Session – January 10, 2008
2. Regular Meeting – January 24, 2008

MOTION BY MRS. NEW, SECONDED BY MRS. ZYBRICK TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

YES            Mr. Beeferman  
                  Mr. Dama (Abstained on the January 24, 2008 Minutes)  
                  Mr. Hickey  
                  Ms. Moeser  
                  Mrs. New  
                  Mrs. Zybrick  
                  Dr. Kirk

**III. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS**

None

**IV. REPORT OF THE SUPERINTENDENT**

A. SUPERINTENDENT’S UPDATE

Mr. Opiekun reported on the following:

- KHS Honor Code
- SAT Prep
- Grants
- Snow Days
- Industrial Arts Shop Showcase on March 10, 2008
- Agenda Items

B. EDUCATION COMMITTEE  
(Mr. Dama, Mrs. New, Mrs. Zybrick)

No Action

C. NEGOTIATIONS COMMITTEE  
(Mrs. Zybrick, Mr. Dama, Mr. Hickey)

No Action

D. PERSONNEL COMMITTEE  
(Mrs. Zybrick, Mr. Dama, Mrs. New)

Agenda Items #1 through #14 represent the Personnel Committee’s recommendations which were discussed during the Board’s Work Session on February 14, 2008. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Patricia Baldissard**, for the purpose of retirement, effective June 30, 2008.

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Florene Odgers**, for the purpose of retirement, effective June 30, 2008.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Dawn Berkman** from her position as Cafeteria/Playground Aide at Stonybrook School effective February 14, 2008.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the request of **Holly Campbell** for an extended child rearing leave of absence without pay for the 2008-2009 school year.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the request of **Amy Gardberg**, 4<sup>th</sup> Grade Teacher at Stonybrook School, for a Disability Leave (not to exceed 40 accumulated sick days), a Family Leave and a Child Rearing Leave of Absence for the period April 14, 2008 through June 30, 2008.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Home Instructors** for the 2007-2008 school year:

Sean Rivers	Lillian Rizzuto
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7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the **2007-2008 Spring Coaching** staff as listed on Attachment A.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Nino Capra** to the position of Intramurals Coach at a stipend of \$1,130 for the 2007-2008 school year.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **pilot programs and volunteer advisors** at Stonybrook School for the 2008-2009 school year.

Neil Shechtman	Business Club
Alan Tedesco	Band Club
10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a revised stipend for **Andrew DeVita**, Assistant Ice Hockey Coach, of \$5,558, Step 2, for the 2007-2008 school year.
11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members to conduct **Sports Physicals** at Kinnelon High School on June 5, 2008 at their contracted rate of pay.

Nino Capra	4 hours
Laura Prall	4 hours
Mary Jane Smith	6 hours

12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members to conduct **Professional Development/Curriculum** support services at \$45.39/hour:

Nancy Hatke	3 hours	CPR
Norman Decker	7 hours	Egypt Day

13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members, at their contracted rate of pay, for attending 5 hours of training for the **Autism Program**:

Erin Lynn	Marissa VanVlaanderen
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14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitute Teachers** for the 2007-2008 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

Michael Halligan	Substitute Certificate	K-12
Maureen Ruddy	Teaching Certificate	
Aileen Florio	Teaching Certificate	
Robert Biehler	Substitute Certificate	K-12

MOTION BY MRS. ZYBRICK, SECONDED BY MRS. NEW TO APPROVE ITEMS #1 THROUGH #14 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #15 through #28 were added to the Agenda. They were voted upon as a group.

15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Kristine Ralicki** effective June 30, 2008.
16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the request of **Karren Fisher**, 4<sup>rd</sup> Grade Teacher at Stonybrook School, for a Disability Leave (not to exceed 40 accumulated sick days), a Family Leave and a Child Rearing Leave of Absence for the period on or about March 24, 2008 through June 30, 2008.
17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Gina Koonjy** to the position of Replacement 4<sup>th</sup> Grade Teacher at Stonybrook School, at a salary of \$45,390 (pro-rated), BA Degree, Step 1, effective on or about March 24, 2008 through June 30, 2008.

18. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Ashley Thomson** to the position of Assistant Softball Coach at Kinnelon High School, Step 2 of the Coaching Guide, at a stipend of \$5,503 for the 2007-2008 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Steven Papendick** to the position of volunteer boys' lacrosse coach for the 2007-2008 school year.
20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **James Opiekun** to the position of volunteer baseball coach for the 2007-2008 school year.
21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Patricia Specchio** to the position of Cafeteria/Playground Aide at Stonybrook School at a rate of \$10.50 per hour effective on or about February 29, 2008 through June 30, 2008. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
22. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Cheryl Engdahl** to the position of Substitute Cafeteria/Playground Aide at a rate of \$10.50 per hour effective on or about February 29, 2008 through June 30, 2008. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
23. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Cynthia Michalewski** to the position of Substitute Cafeteria/Playground Aide at a rate of \$10.50 per hour effective on or about February 29, 2008 through June 30, 2008. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
24. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an additional payment to **Thomas Greco** for 1.5 hours at \$45.39/hour for conducting a presentation, "Building a Working Relationship with Parents".
25. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment of \$500 to **Karen Jeczo** for a revised 2006-2007 longevity payment from \$1,775 to \$2,275.

26. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the revised 2007-2008 **longevity payment** of \$1,775 to the following:

Shelley Battaglia	Cynthia Minor
Nino Capra	Hope Porta
Melissa Eckert	

27. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the revised 2006-2007 **longevity payment** of \$1,775 to the following:

Valerie Comprelli	Terry Lummer	James Soules
Rosanna Gulla	Elizabeth Mason	
Doreen Kolster	Brian Scanlon	

28. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the revised **salary adjustment** for the following staff members for the 2007-2008 school year effective February 1, 2008.

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
Mary Bowers	B.A.+30 Degree, Step 12, \$71,400	M.A. Degree, Step 12, \$74,800
Lori Bruce	B.A. Degree, Step 5, \$47,890	B.A.+15 Degree, Step 5, \$49,890
Joy Ludwig	M.A. + 45 Degree, Step 8, \$63,390	M.A. +60 Degree, Step 8, \$65,390
Elizabeth Mason	M.A. Degree Step 12, \$74,800	M.A. +15 Degree, Step 12, \$77,600
Brian McDonald	B.A. Degree Step 12, \$67,400	B.A. +15 Degree, Step 12, \$69,400
Sona Santagato	B.A. Degree, Step 4, \$46,890	B.A. +15 Degree, Step 4, \$48,890
Rebecca Sido	M.A. +30 Degree Step 12, \$80,600	M.A. +45 Degree, Step 12, \$83,000
Jill Slater	B.A. Degree, Step 7, \$49,890	B.A. +15 Degree, Step 7, \$51,890
Carol Van Dyke	B.A. +30 Degree, Step 12, \$71,400	M.A. Degree, Step 12, \$74,800

MOTION BY MRS. ZYBRICK, SECONDED BY MRS. NEW TO APPROVE ITEMS #15 THROUGH #28 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #29 and #30 were added to the Agenda. They were voted upon as a group.

29. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Bryan Gallagher** to the position of Assistant Lacrosse Coach for the 2007-2008 school year, at a stipend of \$5,625, Step 3 of the Coaching Guide.
30. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Tom Greco** for serving as a facilitator for the Spring In-Service Institute at a rate of \$45.39 per hour for a maximum of 4.5 hours.

MOTION BY MRS. ZYBRICK, SECONDED BY MR. DAMA TO APPROVE ITEMS #29 AND #30 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

E. POLICY COMMITTEE  
(Mrs. New, Ms. Moeser)

No Action

F. FINANCE COMMITTEE  
(Mr. Beeferman, Mr. Hickey, Ms. Moeser)

Agenda Items #1 through #9 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on February 14, 2008. They were voted upon as a group.

1. Be it resolved, that the Kinnelon Board of Education approve the **Treasurer's Report** for the month of December 2007.
2. Be it resolved, that the Kinnelon Board of Education approves the **Board Secretary's Report** for the month of January 2008.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of January 2008.

4. **Secretary's Certification of Budgetary Line Items**

Pursuant to N.J.A.C. 6A:23-2.11 ( C ) 3, I certify that as of January 31, 2008, 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).

5. **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).

6. **Bill List**

- a. Be it resolved, that the Kinnelon Board of Education approve Bill List - File Reference 07-08 – 7a.

Electronic Fund Transfers #12480 through #12482	\$965,883.95
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Total Disbursements for January30, 2008	\$965,883.95
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- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List - File Reference 07/08 – 8.

Total Disbursements paid by Computer Check *#12181 through Check #12522	\$2,155,726.29
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Total Disbursements paid by Electronic Fund Transfers	
*#99000 through #99006	\$1,950,251.74
Total Disbursements paid by Hand Check	
#13281 through #13283	\$ 241,967.09
Total Disbursements for February 28, 2008	
	\$4,347,945.12

\* Start new EFT numbering series

7. Be it resolved, that the Kinnelon Board of Education adopt a resolution approving the District's **Section 125 Plan** Documents.
8. Be it resolved, that the Kinnelon Board of Education dispose of the following **obsolete equipment**:

- 6 – Sharp VCRs-Model #VC-H992U
- 3 – Sanyo VCRs Model #VHR-M107
- 2 – Panasonic VCRs Model #PV-V4022-A
- 1 – Panasonic VCR Model #PV-1560
- 1 – Samsung VCR Mode #VR-3705

9. Be it resolved, that the Kinnelon Board of Education, in accordance with Policy #4440, **“Job Expenses”**, approves reimbursement to the following staff members for out-of-district workshops/conferences not to exceed the following amounts:

Donna Bush	Real Reading...Right from the Start	\$ 237
Jacqueline Castro	Strengthening Your Secondary Art Program	\$ 206
Susan Frantz	Developing Behavior Plans for Children w/Significant Behavior Problems	\$ 281
Susan Frantz	Facing the Future XVI; Cultivating Employment Success	\$ 190
John Hynes	After the First Round – NJQSAC	\$ 75
Bill Kane	Aspiring Principals: Reaching and Achieving	\$ 99
Stacy Kleinert	Inclusion of Young Children with Autism	\$ 150
Stacy Kleinert	Child-Directed Interventions for Children w/Autism Spectrum Disorders	\$ 180
Lorraine LaTempa	When a Parent has Cancer: Strengthening the School's Response	\$ 25
Beverly Miller	Child-Directed Interventions for Children w/Autism	\$ 182
Jodi Mulholland	NAESP Convention & Exposition	\$1,276
Maureen Sauka	Child-Directed Interventions for Children w/Autism	\$ 159
Louise Smith	Great Books to Inspire Every Reader & Writer	\$ 213
Mary Swalling	Real Reading...Right from the Start	\$ 204
Lynda Zak-Soled	Strengthening Your Secondary Art Program	\$ 235

**REGULAR MEETING MINUTES  
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Mary Bowers	When a Parent Has Cancer: Strengthening the School's Response	\$ 25
Martha Croley	AMTNJ Workshop – From Standards to Exams	\$ 151
Amy Gardberg	Children's Author Symposium	\$ 30
Tom Ontkos	Strength and Conditioning Coaches Clinic	\$ 70

MOTION BY MR. BEEFERMAN, SECONDED BY MR. HICKEY, TO APPROVE ITEMS #1 THROUGH #9 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #10 through #14 were added to the Agenda. They were voted upon as a group.

Mrs. Robinson, Business Administrator, provided a brief overview of the proposed 08-09 Budget.

- 10 Be it resolved, that the Kinnelon Board of Education dispose of the following **obsolete equipment**:

<u>Asset Tag #</u>	<u>Manufacturer</u>	<u>Description</u>
00868	Cres Cor	Wheeled storage chest
00858	Cres Cor	Wheeled storage chest
00867	Cres Cor	Wheeled storage chest
02306	Cres Cor	Wheeled storage chest
02296	Cres Cor	Warmer on wheels
02307	Cres Cor	Rolling tray rack

11. Be it resolved, that the Kinnelon Board of Education approve the submission of the **NJ SSI Standards Implementation Grant** in the amount of \$10,000 to the New Jersey Department of Education for approval.
12. Be it resolved, that the Kinnelon Board of Education approve the submission of the **Readiness and Emergency Management for Schools (REMS) Grant** in the amount of \$99,603.
13. Be it resolved, that the Kinnelon Board of Education approve the submission of a **High School Multiple Disabilities Grant** in the amount of \$105,708.
14. Be it resolved, that the Kinnelon Board of Education approves submission of the proposed **2008-2009 School Budget** to the New Jersey Department of Education for review in the following amounts:

General Fund	\$31,701,373
Grants	\$ 475,000
Debt Service	\$ 2,843,981
 Total	 \$35,020,354

Requiring a Tax Levy of:

General Fund	\$28,468,788
Debt Service	\$ 2,762,724

MOTION BY MR. BEEFERMAN, SECONDED BY MS. MOESER TO APPROVE ITEMS #10 THROUGH #14 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

G. FACILITIES COMMITTEE  
(Mr. Hickey, Mr. Beeferman, Ms. Moeser)

Agenda Item #1 represents the Facilities Committee recommendation which was discussed during the Board's Work Session on February 14, 2008.

1. Be it resolved, that the Kinnelon Board of Education approve the following change orders:
  - a. Aero Plumbing Change Order #P-2 +\$1,417.61  
Description: Provide material and labor for storm drain repairs in the Faculty Locker Room.
  - b. Tormee Construction, Inc. Changer Order #GC-2 +\$3,917.00  
Description: Provide material and labor to complete new work in Rooms 218A and 218B.
  - c. Tormee Construction, Inc. Change Order #GC-3 +\$4,035.00  
Description: Provide material and labor to modify the casework and visual display boards in Rooms 218A and B.

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

Agenda Item #2 was added to the Agenda.

2. Be it resolved, that the Kinnelon Board of Education approve the following change orders:
  - a. Aero Plumbing Change Order #P-3 +\$3,281.87  
Description: Provide and install additional storm piping due to relocation of storm pipe in the Media Center.
  - b. Wojchik Electric, Inc. Change Order #E-2 +\$1,956.81  
Description: Overtime as requested by Owner to speed up the Project.
  - c. Tormee Construction, Inc. Change Order #GC-4 +\$2,806.00  
Description: Provide material and labor to replace the frame, door and hardware to a 3'0" at Room 120.

- d. Tormee Construction, Inc. Change Order #GC-5 +\$2,815.00  
Description: Furnish labor and material to construct chases on the stairways.

MOTION BY MR. HICKEY, SECONDED BY MR. BEEFERMAN TO APPROVE ITEM #2 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

## V. COMMITTEE REPORTS

- A. Personnel
- B. Education
- C. Policy
- D. Finance/Budget
- E. Facilities
  - Tour of new addition yesterday
- F. Negotiations
  - Meeting with KEA on March 6, 2008.
- 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
  - Meeting March 4, 2008 at 6:30 p.m.
- I. Teacher Liaison Committee
- J. KAMELOT
- K. Student Representative - Brad Iuculano reported on the following:
  - School Newspaper published last week
  - 2 Divers State Champs – 1<sup>st</sup> and 5<sup>th</sup> place
  - 5 Wrestlers made Districts – 2-1st place and 3-3<sup>rd</sup> place – placed 10<sup>th</sup> in Morris County Tournament
  - Basketball, swimming and winter track update
  - Ice Hockey - 20-1-2 record - #3 seed in state tournament
  - Academic Decathlon - #3 in competition and won Super Quiz event *Into the Woods* presented on March 7, 8 and 9
  - Morning Show at 7:00 a.m.
  - Senior Class fund raising for Project Graduation – Mum Sale and Lunch on April 6<sup>th</sup> at Outback
  - Film Festival
  - Interact Volleyball Tournament
  - HSPT
  - PSAT

## VI. UNFINISHED BUSINESS

None

**VII. NEW BUSINESS**

The following was discussed:

- Beef Recall
- OEM – Meeting tomorrow with prosecutors and members of the Police Departments and Superintendents of Schools

**VIII PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS**

None

**IX. BOARD MEMBER COMMENTS**

The following comments were made:

- Newspaper writing exercise
- Winter Sports
- All State Choir – Brittany Powell
- Diving Champs
- Proposed Budget

**X. ADJOURNMENT**

MOTION BY MR. BEEFERMAN, SECONDED BY MRS. NEW TO ADJOURN THE MEETING AT 9:10 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Alice M. Robinson  
Board Secretary