

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
Kinnelon High School Auditorium
November 29, 2007**

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, November 29, 2007 at 8:00 p.m.

I. OPENING OF THE MEETING BY THE PRESIDENT

Alice Robinson, Board Secretary, called the meeting to order at 8:00 p.m. and read the Meeting Notice followed by the Salute to the American Flag.

PRESENT Allen Kirk, Board President (arrived at 8:04 p.m.)
 Keith Dama
 Patricia Moeser
 Deborah New
 Margaret Zybrick

ABSENT Richard Beeferman, Vice-President
 William Hickey

ALSO PRESENT Alice M. Robinson, Business Administrator/Board Secretary
 James J. Opiekun, Superintendent
 Brad Iuculano, Student Representative

II. ROUTINE MATTERS

A. Approval of Minutes

1. Work Session – October 11, 2007
2. Regular Meeting – October 25, 2007

MOTION BY MR. DAMA, SECONDED BY MRS. NEW TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

III. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

IV. REPORT OF THE SUPERINTENDENT

AUDIT PRESENTATION – David Evans, Nisivoccia & Company

Mr. Evans discussed:

1. Fund Balance
2. Audit Recommendation
3. Capital Reserve

A. SUPERINTENDENT'S UPDATE

Mr. Opiekun reported on the following:

- Addendum to the Agenda
- Snow Routes
- Instant Alert System

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 #5 represent the Personnel Committee's recommendations which were discussed during the Board's Work Session on November 1, 2007. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the request of **Lisa Conklin**, Social Studies Teacher at Pearl R. Miller 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 January 28, 2008 through May 26, 2008.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Tim Reilly** for "Writing across the Curriculum" curriculum writing at a rate of \$45.39/hour not to exceed \$226.95 for the 2007-2008 school year.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a 2nd quarter, 6th Period Stipend for **Stephanie Finke** at \$1,000/quarter for the 2007-2008 school year.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **KED Staff** and their Salaries for the Fall 2007 semester as listed on attachment A.
5. 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.

Crystal DiTommaso	Substitute Certificate	K-12
Erika Teilborg	Substitute Certificate	K-12
Nancy Morba	Substitute Certificate	K-12

Meredith Driscoll

Substitute Certificate

K-12

MOTION BY MRS. ZYBRICK, SECONDED BY MR. DAMA TO APPROVE ITEMS #1 THROUGH #5 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #6 through #21 were added to the Agenda. They were voted upon as a group.

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Victor Yabidi** to the position French Teacher at the Stonybrook School and Pearl R. Miller School, at a salary of \$49,890 (pro-rated), B.A.+15, Step 5, effective November 12, 2007 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.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves the extension of the contract for **Wendy Saladino**, as a Replacement Physical Education Teacher at Kinnelon High School from January 2, 2007 through June 30, 2008.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves the request of **Stephanie Manco** for an extended Child Rearing Leave without pay from January 2, 2008 through June 30, 2008.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the revised start date for **Noreen LaFergola** to November 15, 2007 through June 30, 2008.
10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the revised appointment of **Dawn O'Connell**, Reading Recovery Teacher at Kiel School from full time to 3 ½ hours/day, at a salary of \$49,890 (pro-rated) B.A.+15 Degree, effective January 2, 2008 through June 30, 2008.
11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the extension of the contract for **Eleni Miliareisis** as Replacement School Psychologist, from January 2, 2008 through June 30, 2008.
12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Steven Fifoot** to the position of Fall, Winter and Spring Athletic Trainer at Kinnelon High School at a stipend of \$3,371 per season for the 2007-2008 school year.
13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Sean Rivers** to the position of Intramurals Coach at Kinnelon High School, at a stipend of \$1,130 of the Coaches Guide for the 2007-2008 school year.

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14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Roberta Loniewski** to the position of District T.V./Video Coordinator at a stipend of \$9,000 for the 2007-2008 school year.
15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Stephanie Finke** to the position of Volleyball Coach at Pearl R. Miller School at a stipend of \$2,868.60 of the Coaches Guide for the 2007-2007 school year.
16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Bedside Instructors** for the 2007-2008 school year at a rate of \$45.39 per hour:

Carol Dette Angela Fagans Sarah Reinmund

17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following Parent Volunteers for **Destination Imagination** for the 2007-2008 school year as listed on attachment B.

Agenda Item #18 was removed from the Agenda.

19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Denise Moskal** for up to an additional ½ hour daily of class coverage at her contracted hourly rate for the 2007-2008 school year.
20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following for 6 hours of **Restraint Training** being held on December 7, 2007 and December 18, 2008 at a rate of \$45.39/hr.

Siobhan Carpenter	Erin Lynn
Carla Christiana	Debbie Reinhardt
Colleen Jackson	Julie Spirko
Karen Juncosa	Marissa Van VanVlaanderen
Marta Knopka	Pat Vanarelli
Gina Koonjy	Leslie Jenkins

21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Deborah Reinhardt** for 1.5 hours of Afterschool In-service Instruction at the rate of \$45.39/hour for the 2007-2008 school year.

MOTION BY MRS. ZYBRICK, SECONDED BY MRS. NEW TO APPROVE ITEMS #6 THROUGH #21, EXCEPT ITEM #18 WHICH WAS REMOVED FROM THE AGENDA. DURING THE DISCUSSION, THE TV COORDINATOR STIPEND WAS DISCUSSED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #22 through #24 were added to the Agenda. They were voted upon as a group.

22. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Alan Savincki** from his Maintenance position effective January 4, 2008.
23. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the longevity revision for **Karen Jecz** from \$1,775 to \$2,275 for the 2007-2008 school year.
24. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment of the following **Co-Curricular** stipends for the 2007-2008 school year.

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Ed Bosland	SADD	\$1,385
Charlene Buser	Science Club	\$1,141

MOTION BY MRS. ZYBRICK, SECONDED BY MRS. NEW TO APPROVE ITEMS #22 THROUGH #24 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 #10 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on November 1, 2007. 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 September, 2007.
2. Be it resolved, that the Kinnelon Board of Education approves the **Board Secretary's Report** for the month of October 2007.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of October 2007.
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 October 31, 2007, 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 approves the Bill List – File Reference 07-08-4A.

Electronic Fund Transfers #12457 through #12459	\$ 962,168.36
Total Disbursements for October 30, 2007	\$ 962,168.36

b. Be it resolved, that the Kinnelon Board of Education approves the Bill List - File Reference 07/08 – 5.

Computer Checks *#11470 through #11700	\$ 1,493,550.41
Electronic Fund Transfers #12460 through #12463	\$ 1,173,917.73
Hand Check #13267 through #13268	\$ 245,625.02
Total Disbursements for November 29, 2007	\$ 2,913,093.16
*Void Check #11469 (printed as a trailer check)	
*Void Check #11265	(\$ 757.53)
Total Disbursements	\$ 2,912,335.63

7. Be it resolved, that the Kinnelon Board of Education, accept the **Comprehensive Annual Financial Report** (Audit) for the fiscal year ending June 30, 2007.

8. Be it resolved, that the Kinnelon Board of Education, accept the **Auditor’s Management Report on Administrative Findings – Financial Compliance & Performance** for the fiscal year ending June 30, 2007.

9. Be it resolved, that the Kinnelon Board of Education approve the **Corrective Action Plan** for the 2006-2007 Audit as submitted by the Business Administrator/Board Secretary.

10. 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:

Mary Kay Catalano	Getting in the Zone: Preparing the Path to Success	\$155
Susan Frantz	NJ Wage & Hours & Wage Payment Course	\$136

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Susan Frantz	Federal Wage & Hours Child Labor Laws	\$103
Michelle Gang	Math Institute with Paul Lawrence	\$189
Laura Gennat	Getting in the Zone: Preparing the Path to Success	\$191
Pete Haubruck	NJSCA Baseball Coaches Clinic	\$ 86
Karen Jeczo	What's New in Young Adult Literature	\$195
Peggy Kalamaras	Achieving Success-Working w/Difficult Students	\$195
Jennifer Mross	Using Picture Books to Mentor Young Writers	\$211
Deborah Reinhardt	Using Picture Books to Mentor Young Writers	\$218
Alice Robinson	NJASBO Budget 08/09 Workshop	\$120
Christopher Bell	Implementing Effective Writing	\$191
Noah Blanchard	Successful Co-teaching Strategies	\$247
Shizuka Campagna	Successful Co-teaching Strategies	\$244
Bill Kane	Everyday Math Administrative Training	\$ 50
Theresa Lummer	Getting in the Zone	\$155
Lisa Nafash	Reading to Learn: What Does it Take	\$ 38
Sarah Reinmund	Getting in the Zone	\$155
Alice Robinson	NJASBO OPRA Seminar	\$120
Stacey Poulas	Everyday Math Training	\$ 43

MOTION BY MS. MOESER, SECONDED BY MR. DAMA TO APPROVE ITEMS #1 THROUGH #10 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 was added to the Agenda.

1. Be it resolved, that the Kinnelon Board of Education approve the following Change Order:

Tormee Construction, Inc. Change Order #GC1 +\$16,551

Description: Additional material and labor for storm drainage changes, tree clearing, and piping for sump.

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

V. COMMITTEE REPORTS

- A. Personnel
- B. Education
 - Meetings are being scheduled
- C. Policy
- D. Finance/Budget
- E. Facilities

- F. Negotiations
 - Meeting scheduled with KEA for December 17th.
- 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
- I. Liaison Committee
- J. KAMELOT
- K. Student Representative – Brad Iuculano

Brad reported on the following:

- Sports Achievements
- Varsity Club Food Drive
- SAAD - Blood Drive
- Social Outreach raking leaves
- School Play
- Field Trip - Body Exhibit
- Drug Assembly
- Health Baby Projects
- Leadership Presentation

VI. UNFINISHED BUSINESS

Comments were made regarding:

- Kiel Road Sidewalk and Easement

VII. NEW BUSINESS

Comments were made regarding:

- College Board AP Qualified Courses

VIII. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

Comments were made regarding:

- Pearl Miller Math/Science Honor Classes

IX. BOARD MEMBER COMMENTS

Comments were made regarding:

- Budget
- New Programs

X. ADJOURNMENT

MOTION BY MR. DAMA, SECONDED BY MRS. NEW TO ADJOURN THE MEETING AT 8:50 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Alice M. Robinson
Board Secretary