

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
HIGH SCHOOL
DECEMBER 17, 2009**

MINUTES

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, December 17, 2009 at 7:00 p.m. the High School.

I. OPENING OF THE MEETING BY THE PRESIDENT

Mrs. Margaret Zybrick, Board President, called the meeting to order at 7:00 p.m. and read the meeting notice.

PRESENT	Margaret Zybrick, Board President Allen Kirk, Vice President (Arrived at 8:00 p.m.) Richard Beeferman Keith Dama William Hickey Patricia Moeser
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ABSENT	Deborah New
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ALSO PRESENT	Alice M. Robinson, Business Administrator/Board Secretary James J. Opiekun, Superintendent Karimah Munem, Student Representative (Arrived at 8:00 p.m.)
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The Board immediately convened in Open Work Session to meet with a Representative of New Jersey School Board's Association, Joann Borin, to discuss Board Goals.

The Board returned to Open Regular Session at 8:00 p.m. Mrs. Zybrick called the meeting to order followed by the Salute to the American Flag.

II. ROUTINE MATTERS

A. Approval of Minutes

1. Work Session/Regular Meeting – November 12, 2009

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

YES	Mr. Beeferman Mr. Dama Dr. Kirk Ms. Moeser
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ABSTAIN Mr. Hickey
Mrs. Zybrick

NO None

III. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

IV. SUPERINTENDENT’S UPDATE

Mr. Opiekun reported on the following:

- Agenda Items
- Pearl Miller Peer Group Toy Drive
- 7th Grade Kindness Campaign

V. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

A. EDUCATION COMMITTEE (Mrs. New, Dr. Kirk, Ms. Moeser)

Agenda Items #1 and #2 represent the Education Committee’s recommendations. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following for **Field Observations** for the 2009-2010 school year:

Julia Nicholson	Elementary	Kiel School
Elyse Buonocore	Elementary	Kiel School
Heather Bollwark	Elementary	Stonybrook School
Julia Cooper	Elementary	Kiel School
Megan Ames	Elementary	Pearl R. Miller School
Brittany DelMonico	Special Education	Kinnelon High School
Kimberly Purcaro	Elementary	Stonybrook School
Brian Scully	Art	Kinnelon High School
Christina Graziano	English	Kinnelon High School
Jessica Small	English	Pearl R. Miller School
Jake Woodruff	Elementary	Kiel School

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a Special Education **Out-of-District placement** for one Kinnelon Student with Sage Day in Boonton effective December 1, 2009 through June 30, 2010 at a cost of \$30,528.

MOTION BY MS. MOESER, SECONDED BY DR. KIRK TO APPROVE ITEMS #1 AND #2 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

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

No Action

C. PERSONNEL COMMITTEE
(Dr. Kirk, Mrs. New, Mrs. Zybrick)

Agenda Items #1 through #11 represent the Personnel Committee's recommendations. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation for retirement purposes of **Mary Schaeffer**, Administrative Assistant to the Principal at Pearl R. Miller School, effective June 30, 2010.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the request of **Melissa Eckert** for a Disability Leave (not to exceed 35½ accumulated sick days) a Family Leave and a Child Rearing Leave of Absence for the period on or about February 1, 2010 through May 31, 2010.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the request of **Nicole Velesco** 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 January 4, 2010 through April 16, 2010.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members for **After School In-service** Instruction at a rate of \$46.87/hour for the 2009-2010 school year, not to exceed the number of hours listed:

<u>Name</u>	<u>Workshop</u>	<u># of Hours</u>
Julie Spirko	Smart Board	12 hours
Jenny Di Sario	SMART	33 hours
Jennifer Mross	Using Word Study Games/Instruction	5 hours
Kelly O'Connor	Kiel Sisco Study Group	6 hours
Jamie Nyegaard	Words Their Way	2.5 hours
Jill Slater	Staff Wellness	4 hours

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Matt Goff** to the position of Intramurals Advisor at Pearl R. Miller School, Step 3, \$3,272 of the Coaches Guide, for the 2009-2010 school year.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Danielle Cigol** to the position of Volunteer Coach for the 2009-2010 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

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7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Jeffrey Salzberg** to the position of Spring Musical Technical Stage Director at a stipend of \$1,099 of the Co-Curricular Guide for the 2009-2010 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Allison Erwine** as a Replacement Independent Contractor to provide home programming services, 4 hours/week, at a rate of \$45/hour for the 2009-2010 school year.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Home Instructors** for the 2009-2010 school year.

Gerald Sullivan

Kevin White

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitute Teachers** for the 2009-2010 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

Anthony Giacoi

Substitute Certificate

Florene Odgers

Teaching Certificate

David Jones

Substitute Certificate

Cary Stone

Teaching Certificate

Eric Relvas

Substitute Certificate

Colette Kozlowski

Teaching Certificate

Joan Molee

Teaching Certificate

11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the extended work day for **Mayra Munem**, not to exceed 1 hour/day at her contract rate of pay for the 2009-2010 school year.

MOTION BY DR. KIRK, SECONDED BY MR. DAMA TO APPROVE ITEMS #1 THROUGH #11 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #12 through #16 were added to the Agenda. They were voted upon as a group.

12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Julie Spirko** not to exceed 2 hours of Gesell testing at a rate of \$46.87/hr for the 2009-2010 school year.
13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an **IEP driven structured learning experience**, for student #6495998442, in the Kinnelon High School Library at a rate of \$7.15/hr. for the 2009-2010 school year.
14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following Stonybrook **Co-Curricular** position for the 2009-2010 school year.

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Neil Shechtman	I&RS	\$46.87/hr.
Mary Bowers	I&RS	\$46.87/hr.
Neil Shechtman	Business Club Advisor	\$1560
Carol Oxley	PEEC Director	\$1949
Neil Shechtman	PEEC CO- Fundraiser	\$237
Tracy Weniger	PEEC CO-Fundraiser	\$237
Nancy Bosch	Computer Coordinator	\$3298
Alan Tedesco	Jazz Club	\$1560
Alan Tedesco	Band Director (Evening Perf)	\$1681
Nadine Sutcliffe	Choir Director (Evening Perf)	\$1681
Linda Taylor	Student Council Advisor	\$3294
Lori Hrbek	Environmental Club	\$1500

15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Nancy Hatke** to the position of Nurse Coordinator at a stipend of \$3,900 for the 2009-2010 school year.
16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Nicholas Maroldi** to the position of Volunteer Coach for the 2009-2010 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

MOTION BY DR. KIRK, SECONDED BY MR. BEEFERMAN TO APPROVE ITEMS #12 THROUGH #16 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Item #17 was added to the Agenda.

17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Maggie Shaver Dock** for 6 hours of New Student Orientation and Parenting Workshop at her contracted rate of pay for the 2009-2010 school year.

MOTION BY DR. KIRK, SECONDED BY MR. DAMA TO APPROVE ITEM #17 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items # 18 through #21 were added to the Agenda. They were voted upon as a group.

18. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Annika Levitt** to the position of First Grade Replacement Teacher at Kiel School, B.A. Degree, Step 3, at a salary of \$47,870 (pro-rated) effective December 21, 2009 though June 30, 2010.
19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Lenny Bart** to the position of Spring Musical Set Construction Advisor at a stipend of \$2,116 for the 2009-2010 school year.
20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a reduction of 2 hours/day for **Aileen Florio** effective January 4, 2010.

21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the extended work day for **Donna Sisco**, not to exceed 1 hour/day at her contract rate of pay for the 2009-2010 school year.

MOTION BY DR. KIRK, SECONDED BY MR. DAMA TO APPROVE ITEMS #18 THROUGH #21 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

- D. POLICY COMMITTEE
(Mr. Dama, Mr. Beeferman, Mrs. Zybrick)

No Action.

- E. FINANCE COMMITTEE
(Mr. Beeferman, Mr. Hickey, Ms. Moeser)

Agenda Items #1 through #10 represent the Finance Committee's recommendations. They will be 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 November 2009.
2. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of November 2009.
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 November 30, 2009, 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 09/10 – 5A

Disbursements paid by EFT #99172 through #99174* and EFT #99176 through #99178	\$2,357,162.83
Total Disbursements for November 30, 2009	\$2,357,162.83

*EFT #99175 see Bills List #6
 - b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 09/10 – 6.

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Computer Checks #18573 through #18846	\$ 778,716.75
Disbursements by EFT #99175 & #99179 through #99181	\$1,227,918.56
Hand Check #18566 through #18572	\$ 284,317.19
Disbursements for December 17, 2009	\$2,290,952.50
Void Check #18175	(\$ 15.84)
Void Check #18407	(\$ 16,216.98)
Void check #18498	(\$ 2,200.00)
Total Disbursements	\$2,272,519.68

6. Be it resolved, that the Kinnelon Board of Education approve disposal of the following **obsolete equipment**:

XL Series E Freezer	Model #SLFA-48-TE	Serial #LL387089-A
Traulsen & Co. Refrigerator	Model #RHT 2-32-WUT	Serial #190336 7F

7. Be it resolved, that the Kinnelon Board of Education approve a transportation agreement with the **Passaic County Educational Services Commission** to transport one Kinnelon student to the Sage Day School, Boonton from December 2, 2009 through the last day of school in June 2010.
8. Be it resolved, that the Kinnelon Board of Education approve participation in the **Alliance for Competitive Telecommunications (ACT)** with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials (NJASBO) for the period of July 1, 2010 through June 30, 2012.
9. Be it resolved, that the Kinnelon Board of Education approve a resolution for participation in the **Alliance for Competitive Energy Services (ACES)** Cooperative Pricing System to purchase Natural Gas Services for the period through May, 2014.
10. Be it resolved, that the Kinnelon Board of Education, upon the recommendation of the Superintendent in accordance with Policies #3440, "Teaching Staff Job Expenses" and #4440 "Support Staff Job Expenses", approves **reimbursement** to the following staff members for out-of-district workshops/conferences, travel and related expenses not to exceed the following amounts:

Priscilla Adams	The CASE Approach – Suicide Assessment	\$ 15
Carrie Bott	Creative School Based Strategies: Integrative Services and Best Practice Intervention	\$438
Susan Frantz	Transition Coordinator’s Meeting	\$ 37
Jaime Gabriele	Sensory Integration & Neurodevelopmental Treatment	\$173
Alice Kivlon	Art Display at Avery Fisher Hall, Lincoln Center	\$ 96
Stacy Kleinert	Sensory Integration & Neurodevelopmental Treatment	\$173
Noreen LaFergola	National Conference for Science Education	\$817
James Opiekun	Rethinking Grades and Homework	\$115

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Danielle Patlen	NEH Conference 2010	\$ 74
Judith Rothstein	School Nurse Conference – Current Best Strategies For Enhancing Your Skills	\$199
Maegann Struble	Current Best Strategies to Help Occupational Therapists	\$228
Heather Wolfgang	Good Ideas in Teaching Pre-calculus	\$182
Michelle Cromwell	Powerful Co-Teaching Strategies for the Inclusive Classroom	\$237
Timothy Reilly	Powerful Co-Teaching Strategies for the Inclusive Classroom	\$238
Amy Stickley	Powerful Co-Teaching Strategies for the Inclusive Classroom	\$237

MOTION BY MR. BEEFERMAN, SECONDED BY MR. HICKEY TO APPROVE ITEMS #1 THROUGH #10 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

- F. FACILITIES COMMITTEE
(Mr. Hickey, Mr. Beeferman, Ms. Moeser)

No Action.

VI. COMMITTEE REPORTS

- A. Personnel
- B. Education
- C. Policy
- D. Finance/Budget
- E. Facilities
- F. Negotiations
 - Discussion during closed session
- 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. Teacher Liaison Committee
- J. KAMELOT
- K. Student Representative

Karimah Munem reported on the following:

- Social Outreach Club – Kiel School Students gingerbread houses
- Kinnelon High School students representative on Open Space provided perspective on the Weber Tract Purchase
- Allison Kriskewic participated in Lacrosse Meet of Champions
- Ramison Fundraisers
- TV/Video Club's updated equipment

VII. UNFINISHED BUSINESS

None

VIII. NEW BUSINESS

None

IX. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

Comments were made regarding:

- Labeling of absences in Powerschool
- Mrs. Lagatutta

X. BOARD MEMBER COMMENTS

Comments were made regarding:

- Happy Holidays
- Kinnelon High School Concert
- 7th Grade Kindness Campaign

XI. ADJOURNMENT

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

1. Negotiations

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

MOTION BY DR. KIRK, SECONDED BY MR. BEEFERMAN TO ADJOURN THE MEETING AT 9:30 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Alice M. Robinson
Board Secretary