

**KINNELON BOARD OF EDUCATION  
WORK SESSION  
KINNELON HIGH SCHOOL AUDITORIUM  
MARCH 12, 2015**

**MINUTES**

The Work Session Meeting of the Kinnelon Board of Education was held on Thursday, March 12, 2015 at 8:00 p.m. in the Kinnelon High School Auditorium.

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

Mrs. Denise Hatch, 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.

**II. ROLL CALL**

PRESENT	Denise Hatch, Board President Brian Davin, Vice President Jessica Barish Marianne DeAlessi Michael Petruccelli Marcy Pryor Katie Stylianou
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ABSENT	None
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ALSO PRESENT	Kerry A. Keane, Business Administrator/Board Secretary Diane DiGiuseppe, Superintendent
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**III. REPORT OF THE SUPERINTENDENT**

Ms. DiGiuseppe reported on the following:

- PARCC testing is going well, a few minor problems were handled easily.
- There were 14 opt-out students for PARCC. Five were for medical issues.
- We can't test students who need accommodations on delayed opening days
- A Board Member asked a question about feedback on the PARCC testing. Ms. DiGiuseppe responded that the teachers at Stonybrook felt strongly about not testing in the afternoon. Some students felt the test was easier than expected.
- KESHA is purchasing 80 Chrome books for Stonybrook

IV. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

V. ACTION ITEMS

A. PERSONNEL COMMITTEE  
(Mr. Petruccelli, Mrs. Stylianou, Dr. Pryor)

Agenda Items #1 through #6 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, concurs with a paid Medical Leave of Absence for **Jane Tadros** effective March 3, 2015 through on or about May 4, 2015.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Katie Adams** to the position of Replacement Guided Study Teacher at Stonybrook School, 20 hours/week, at a rate of \$37.27/hour, effective March 9, 2015 through May 4, 2015.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with a paid Medical Leave of Absence for **Faith Vanderzee** effective March 2, 2015 through April 20, 2015 using 30 accumulated sick days and a Leave of Absence without pay for purposes of child rearing under the New Jersey Family Leave Act from April 21, 2015 through June 22, 2015.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Lynsie LaBell** to the position of Replacement Language Arts Teacher at Pearl Miller School, B.A. Degree, Step 1, at a salary of \$50,450 pro-rated, effective March 9, 2015 through June 30, 2015.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Shelby Drake** to the position of Replacement Guided Study Teacher at Pearl Miller School, no to exceed 18 hours/week, at a rate of \$37.27/hour, effective on or about March 16, 2015 through June 30, 2015.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Nicole Beck** to the position of Replacement Physical Education Teacher at Kiel School, B.A.

Degree, Step 1, at a salary of \$50,450 pro-rated, effective March 9, 2015 through June 30, 2015.

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. BARISH TO APPROVE ITEMS #1 THROUGH #6 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

**B. FINANCE COMMITTEE**  
(Mrs. Barish, Mrs. DeAlessi, Mr. Petrucelli)

Agenda Items #1 through #4 represent the Finance Committee's recommendations. They were voted upon as a group.

**1. ADOPTION OF THE TENTATIVE 2015-2016 BUDGET**

BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
<b>2015-16 Total Expenditures</b>	35,542,358	400,229	2,193,339	38,135,926.
<b>Less: Anticipated Revenues</b>	<u>2,152,737</u>	<u>400,229</u>	<u>69,550</u>	<u>2,622,516</u>
<b>Taxes to be Raised</b>	<u>33,389,621</u>	<u>0</u>	<u>2,123,789</u>	<u>35,513,410</u>

And to advertise said tentative budget in the Suburban trends in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the auditorium at the Kinnelon High School, 121 Kinnelon Rd., Kinnelon New Jersey on May 7, 2015 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2015-2016 School Year.

**2. ADJUSTMENT BANKED CAP**

RESOLVED that the Kinnelon Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending

authority and must increase the base budget in the amount of \$260,000 for the purposes of building security/safety and upgrading science curriculum. The district intends to complete said purposes by June 2016.

### **3. TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2015-2016**

WHEREAS, the Kinnelon Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$50,695 for all staff and board members.

### **4. PROFESSIONAL SERVICES 2015-2016**

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3©14

NOW, THEREFORE, BE IT RESOLVED, that the Kinnelon Board of Education hereby establishes the following maximums for the 2015-2016 year as follows:

- Legal \$ 42,000
- Audit \$ 40,875
- Physician \$ 24,000
- Therapists \$ 6,500

For a total amount of \$113,375

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs.

MOTION BY MRS. BARISH, SECONDED BY MR. DAVIN TO APPROVE ITEMS #1 THROUGH #4 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

#### **VI. REVIEW OF MARCH 26, 2015 MEETING AGENDA**

The Board reviewed the motions slated for the March 26, 2015 Board Meeting.

#### **VII. COMMITTEE REPORTS**

##### **A. Personnel**

The Committee discussed:

- Committee would like a Science Supervisor
- Kinnelon High School Principal Survey – Approximately 50 people responded – Ad will be in the Sunday Star Ledger – A screening Committee is being put together – Survey will end soon
- The committee discussed enrollment and class size
- PRM schedule – band/chorus issue

##### **B. Education**

The Committee discussed:

- Transition to national Science components
- PRM trimester meeting
- KESHA donation
- A Science program may be presented at the April regular Board Meeting

##### **C. Policy – Committee will meet after policies are reviewed**

##### **D. Finance/Budget**

##### **E. Security/Facilities**

##### **F. Negotiations**

##### **G. Delegates**

1. New Jersey School Boards Association

2. Morris County School Boards Association
  3. Legislative Representative
    - School lunch
    - Epi-Pen on-site
  4. Morris County Educational Services Commission
- H. Coordinating Committee  
I. Teacher Liaison Committee  
J. KAMELOT  
K. Student Representative

**VIII. UNFINISHED BUSINESS**

None

**IX. NEW BUSINESS**

None

**X. PETITIONS AND HEARINGS OF CITIZENS – NON-AGENDA ITEMS**

Comments were made regarding:

- Sports Teams – forming a Fencing Team
- Destination Imagination competition next weekend
- High School Musical, Grease was great

**XI. BOARD MEMBER COMMENTS**

Comments were made regarding:

- Gun regulations

**XII. ADJOURNMENT**

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

MEETING ADJOURNED.

Respectfully submitted,

Kerry A. Keane  
Board Secretary