

**KINNELON BOARD OF EDUCATION
WORK SESSION
KINNELON HIGH SCHOOL AUDITORIUM
MARCH 13, 2014**

MINUTES

The Work Session Meeting of the Kinnelon Board of Education was held on Thursday, March 13, 2014 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 8:02 p.m. and read the Meeting Notice followed by the Salute to the American Flag.

II. ROLL CALL

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

Ms. DiGiuseppe invited Dr. Karen Cortellino, a representative from the Morris County School Boards Association, to speak about the involvement of the MCSBA and the programs that they offer and the support network available to the Boards of Education.

IV. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

V. ACTION ITEMS

A. EDUCATION COMMITTEE
(Mr. Petruccelli, Mrs. DeAlessi, Dr. Pryor)

Agenda Item #1 represents the Education Committee's recommendation.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **field trip** for the 2013-2014 school year as listed:

Stonybrook School Kinnelon Municipal Complex Kinnelon, NJ

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

- B. FINANCE COMMITTEE
(Mrs. Barish, Mr. Davin, Mrs. Hatch)

1. ADOPTION OF THE TENTATIVE 2014-2015 BUDGET

Adjustment Health Benefits

RESOLVED that the Kinnelon Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$135,105. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

Capital Reserve Account Withdrawal Kiel Roof and Fire Alarm

RESOLVED that the Kinnelon Board of Education requests the approval a capital reserve withdrawal in the amount of \$180,747. The district intends to utilize these funds for the Roof and Fire Alarm at the Kiel School.

Capital Reserve Account Withdrawal Kinnelon High School Roof

RESOLVED that the Kinnelon Board of Education requests the approval a capital reserve withdrawal in the amount of \$151,233. The district intends to utilize these funds for the Roof at the High School.

Travel and Related Expense Reimbursement 2014-2015

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 \$45,000 for all staff and board members.

**Adoption of Tentative Budget
2014-2015**

BE IT RESOLVED that the tentative budget be approved for the 2014-2015 School Year using the 2014-2015 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:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2014-15 Total	35,100,747	378,041	2,262,853	37,741,641
Taxes to be raised	32,480,021	0	2,193,150	34,673,171

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 at the Kinnelon High School, New Jersey on May 1, 2014 at 8:00 for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year.

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

2. 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 workshop/conferences, travel and related expenses not to exceed the following amounts:

Diane DiGiuseppe	Contract Administration Workshop	\$133
Susan West	Poles and Jews During WWII	\$ 10

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

VI. REVIEW MARCH 20, 2014 MEETING AGENDA

The Board reviewed the motions slated for the March 20, 2014 Board Meeting.

- Ms. DiGiuseppe discussed personnel – Physics, World Language, Principal and Paraprofessional retirements.
- Training level changes (TLC's) – movement across the Guide
- Some coaching appointments will be on the agenda.
- HIB report will be discussed
- 14-15 school calendar is on the agenda and a rough draft of the 15-16 calendar is ready

VII. COMMITTEE REPORTS

- A. Personnel
 - Dr. Pryor reported that the Committee met tonight.
- B. Education
 - Mr. Petruccelli reported that Mrs. Mulholland met with the Committee to discuss testing.

- Ms. DiGiuseppe reported that there would be a parent night to discuss PARCC
 - Mr. Petruccelli is looking at Achieve 3000
- C. Policy
- D. Finance/Budget
- Mrs. Barish indicated that the Committee will meet next week.
 - Ms. DiGiuseppe reported that all of the committees except Education have met to discuss budget.
- E. Facilities
- Mr. Davin reported that the Committee is waiting for final proposals from the phone companies regarding upgrading the phone systems.
- 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
- Ms. DiGiuseppe spoke about getting the environmental final report for the artificial turf field once the study is complete.
- I. Teacher Liaison Committee
- J. KAMELOT
- K. Student Representative

VII. UNFINISHED BUSINESS

IX. NEW BUSINESS

Mrs. Hatch spoke with Mr. Annunziata, a representative from New Jersey School Boards Association, regarding a Workshop on April 17th for discussion of Board Member roles and responsibilities.

DISCUSSION

- Board evaluation and further discussion of Board Member roles and responsibilities will take place in the future.
- Items for Board vote should be discussed in Committee
- NJSBA representative indicated that committee minutes should be broad
- Discussion regarding which committee is responsible for overseeing Athletics and Co-Curricular activities.

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

None

XI. BOARD MEMBER COMMENTS

Comments were made regarding:

- High School musical, South Pacific, was a great production
- Military Bridge was excellent

XII. ADJOURNMENT

MOTION BY MRS. DeALESSI, SECONDED BY MRS. STYLIANOU TO ADJOURN THE MEETING AT 8:59 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Jim Minkewicz
Board Secretary