

**KINNELON BOARD OF EDUCATION
WORK SESSION/REGULAR MEETING
HIGH SCHOOL AUDITORIUM
JANUARY 23, 2014**

MINUTES

The Work Session/Regular Meeting of the Kinnelon Board of Education was held on Thursday, January 23, 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 8:03 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 Marcy Pryor
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ABSENT	Michael Petruccelli
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ALSO PRESENT	Jim Minkewicz, Business Administrator/Board Secretary Diane DiGiuseppe, Superintendent Annie Petrino, Student Representative
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III. ROUTINE MATTERS

A. Approval of Minutes

1. Work Session Meeting – December 12, 2013
2. Regular Meeting – December 19, 2013

MOTION BY MRS. STYLIANOU, SECONDED BY DR. PRYOR TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

YES	Mr. Davin Mrs. DeAlessi Dr. Pryor Mrs. Stylianou Mrs. Hatch
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ABSTAIN	Mrs. Barish
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IV. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

V. SUPERINTENDENT'S UPDATE

Mrs. DiGiuseppe reported on the following:

Staff Awards

- Mrs. Hatke was Teacher of the Month
- Mr. Pasioka was nominated and was a finalist for Phys Ed Teacher of the Year

Student Awards

- Connor Horton, Student Council President was named NJ Student Council Leader-of-the Year
- Jake Silvoy was named All State Band Percussionist
- PEER Mentors are working with United Way on a fundraiser to build camaraderie between staff and students

Kiel School has snowshoe and sledding programs

VI. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

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

Agenda Items #1 through #4 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, concurs with the appointment of a short term personal aide for student number #00100001 at **ECLC** not to exceed \$3300 for a period of six weeks commencing on or about January 7, 2014.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with student #0001943 be accepted as a **tuition-in student** placement in Stonybrook School effective January 2, 2014
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **textbooks** for the 2013-2014 school year as listed:

Grade 12 Kinnelon High School
The Da Vinci Code – Dan Brown
What Happened to Goodbye – Sarah Dessen
Drummer Girl – Karen Bass
The Elephant Mountains – Scott Ely
Varieant – Robinson Wells
Ship Breaker – Paolo Bacigalupi
Legend – Marie Lu

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

Stonybrook School	Growing Stage Theater	Netcong, NJ
Pearl Miller School	Museum of Natural History	NYC
High School	JBWS Youth Leadership	Morris Plains, NJ
High School	Academic Decathlon	Ramapo, NJ
High School	Academic Decathlon Dinner	Indian Hills, NJ

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

- B. NEGOTIATIONS COMMITTEE
(Mrs. Stylianou, Mrs. Barish, Mr. Petruccelli)

No Action

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

Agenda Items #1 through #15 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, approves a leave of absence for **Louise Smith**, effective January 23, 2014 through on or about March 10, 2014.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation letter from **Ronald Furia**, for retirement purposes, effective June 30, 2014.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an extended leave of absence for **Corinne Kalafut** through June 30, 2014.

4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an extended contract for **Lori Drewes** through June 30, 2014.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an extended contract for **Cindy Del Tufo** through June 30, 2014.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent concurs with an increase of an additional ½ hour per day for **Gail Weiss** effective January 16, 2014 through June 30, 2014.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Christine Dougherty** to the position of Paraprofessional/Teacher Assistant at Kinnelon High School, 3.0/hours/day at a rate of \$20.75/hour, plus a teaching certificate stipend of \$750, effective January 17, 2014 through June 30, 2014. 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 following chaperones for the **8th Grade Washington Trip** for the 2013-2014 school year as listed:

Kerri Bennett	Laura Fabsik	Carolyn Medler
Joan Bracken	Matt Goff	Lisa Nafash
Jean Chamberlain	Lindsay Goldstein	Tim Reilly
Laura Jacobs	Karen Jeczo	Lillian Rizzuto
Michelle Cromwell	Deborah Kniewel	Brian Scanlon
Mike DiBella	Terry McMahan	Laura Prall

9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves to the following a **sixth period class** (quarters 3 & 4) at a stipend of \$2,250 for the 2013-2014 school year:

Christopher Hartman Vincent Shivas

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Julie Puccia** to the following stipend positions at Kinnelon High School for the 2013-2014 school year:

Yearbook Advisor	\$4,430.00
Publication Business Manager (1/2 stipend)	\$ 821.50

11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a revised stipend for **Eric DiColo**, High School Assistant Wrestling Coach at a stipend of \$6,220 for the 2013-2014 school year.
12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Peter Crampton** to the position of volunteer Ice Hockey coach for the 2013-2014 school year.
13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointments of the following **Substitute Teachers** for the 2013-2014 school year:

Katie Adams	Teaching Certificate
Sean Begley	Substitute Certificate
Robert Costello	Teaching Certificate
Jilliana DePaolera	Substitute Certificate
Katharine Jackameit	Substitute Certificate
Nicole Usinowicz	Teaching Certificate

14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following as **student teacher** for the 2013-2014 school year:

Allyson Brown	Special Education	Kiel School
Lisa Duda	Elementary Education	Stonybrook School
Lililanna Ferraro	Elementary Education	Stonybrook School
Casey Manger	Special Education	Stonybrook School
Paulina Naslonski	Mathematics	Pearl Miller School

15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Bedside Instructors** for the 2013-2014 school year as listed:

Danielle Elia	Mark Landzert	Vincent Shivas
Rosanna Gulla	Maureen Nussman	Beatrice Toohey
Hope Kowalski	John Penola	Heather Wolfgang

MOTION BY DR. PRYOR, SECONDED BY MRS. STYLIANOU TO APPROVE ITEMS #1 THROUGH #15 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

D. POLICY COMMITTEE
(Mrs. DeAlessi, Mrs. Barish, Mr. Davin)

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

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the **HIB Report** for January and Reporting Period 1 HIB Summary.

MOTION BY MRS. DeALESSI, SECONDED BY MRS. STYLIANOU 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. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the **first reading** of the following Policies and Regulations:

Policy #3142	Nonrenewal of Nontenured Teaching Staff Member
Policy #3144	Certification of Tenure Charges
Policy #3221	Evaluation of Teachers (M)
Policy #3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)
Policy #3223	Evaluation of Administrators, Excluding Principals, Vice Principals, & Assistant Principals (M)
Policy #3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M)
Policy #4146	Nonrenewal of Non-tenured Support Staff Member
Regulation #3142	Nonrenewal of Nontenured Teaching Staff Member
Regulation #3144	Certification of Tenure Charges
Regulation #3222	Evaluation of Teaching Staff Members, Excluding Teachers & Administrators (M)
Regulation #3223	Evaluation of Administrators, Excluding Principals, Vice Principals, & Assistant Principals (M)
Regulation #3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M)

MOTION BY MRS. DeALESSI, SECONDED BY DR. PRYOR TO APPROVE ITEM #2 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

E. FINANCE COMMITTEE
(Mrs. Barish, Mr. Davin, Mrs. Hatch)

Agenda Items #1 through #9 represent the Finance Committee's recommendations. They were voted upon as a group.

1. Be it resolved, that the Kinnelon Board of Education approves the **Treasurer's Report** for the month of November 2013.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of November 2013.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of December 2013.
4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, I certify that as of December 31, 2013, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of said statute.
5. **Board's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, 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 said statute.
6. **Bill List**
 - a. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 13/14 6A.

Disbursements by EFT *#99656 thru #99661	\$1,071,095.77
Total Disbursements for December 30, 2013	\$1,071,095.77
 - b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 13/14 – 7.

Total Disbursements paid by Computer Checks #27413 thru #27558	\$ 933,479.86
Disbursements by EFT #99662 thru #99667	\$1,127,003.87
Disbursements by Hand Check #27409 thru #27412	\$ 405,072.94
Total Disbursements for January 23, 2014	\$2,465,556.57
7. Be it resolved, that the Kinnelon Board of Education approve disposal of the following **obsolete equipment**:

Kiel School Office Laminator Asset Tag #02504
 GBC Laminator, Model #GBC4250 Asset Tag #00333
 Serial #1F00563

8. Be it resolved, that the Kinnelon Board of Education approve the attached resolution to continue membership in the **Pooled Insurance Program of New Jersey** for the period of July 1, 2014 through June 30, 2017.

9. 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-or-district workshop/conferences, travel and related expenses not to exceed the following amounts:

Shelley Battaglia	What's New in Young Adult Literature Workshop	\$235
Laura Chegwidden	NJAHPERD Annual Conference	\$104
Laura Chegwidden	Day of Distance Coaching Clinic	\$ 33
Martha Croley	Translating Data into Action to Improve Practice Workshop	\$ 25
Diane DiGiuseppe	NJ Techspo	\$583
Jay Jannicelli	NJ Techspo	\$725
Noreen LaFergola	Translating Data into Action to Improve Practice Workshop	\$ 25
Scott Leiter	Athletic Trainers' Annual Conference	\$135
Jodi Mulholland	NJ Techspo	\$725
Jodi Mulholland	Translating Data into Action to Improve Practice Workshop	\$ 25
Sean Pasieka	NJAHPERD Annual Conference	\$ 60
Lori Robbins	Flip Your Classroom Instruction	\$229

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

F. FACILITIES COMMITTEE
 (Mr. Davin, Mrs. DeAlessi, Mrs. Hatch)

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

1. Be it resolved, that the Kinnelon Board of Education approve the use of the High School Auditorium for four practice sessions at \$125 per session and two performances at \$250 per performance of "The 25th Annual Putnam County Spelling Bee", during the week of January 27 to February 1, 2014 by the **Aspire Performing Arts Company**.

Discussion:

- Mrs. Stylianou asked about the policy for facility usage
- Ms. DiGiuseppe discussed the policy
- Mrs. DeAlessi discussed the performance
- Ms. DiGiuseppe stated that some Kinnelon students are working the sound and lighting systems for the show
- Ms. DiGiuseppe indicated that the building use form has been changed to reflect whether the organization using the facility is a profit or not-for-profit organization
- Mr. Davin stated that the Policy Committee will look at costs and add-ons for future facility requests

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

G. COMMITTEE OF THE WHOLE

No Action

VII. COMMITTEE REPORTS

- A. Personnel
 - Dr. Pryor reported that the Committee will meet on 2/6 at 7:30 p.m.
- B. Education
 - Dr. Pryor reported that the next Committee meeting will be held on 2/13 at 7:00 p.m.
- C. Policy
 - Mrs. DeAlessi reported that the Committee met prior to tonight's meeting to review policies.
- D. Finance/Budget
 - Committee meeting will be set up after 1/27
- E. Facilities
 - Mr. Davin reported that the Committee will meet in a few weeks to discuss the HS field and security report
- F. Negotiations
- G. Delegates

1. New Jersey School Boards Association
 2. Morris County School Boards Association
 3. Legislative Representative
 - Dr. Pryor discussed several new laws signed into law by the Governor.
 - Ms. DiGiuseppe also reported that the AED (Janet's Law) was signed into law.
 4. Morris County Educational Services Commission
- H. Coordinating Committee
- I. Teacher Liaison Committee
- J. KAMELOT
 - Mrs. Hatch discussed the calendar, budget and invited discussion for new programs
- K. Student Representative

Student Representative Annie Petrino reported on the following:

- Kinnelon High School won top ten project award for "Spirit Donation"
- Kinnelon had 2 State Champs in Pole Vault

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

None

X. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

The following comments were made:

- Question regarding the engineer for the field turf report
- After a borough survey, 67% of respondents were not in favor of funding turf through open-space budget
- State of New Jersey exemptions were not granted for municipalities for field turf
- A thank you for the additional text casters for snow days
- Ms. DiGiuseppe indicated that "inclement weather dismissal" will be the term used for early dismissals going forward.

XI. BOARD MEMBER COMMENTS

The following comments were made:

- Mr. Davin reported that a new Deputy Mayor of Veteran's Affairs was appointed.
- Mrs. Hatch indicated that she liked the "Alert Button" on the website.

XII. ADJOURNMENT

MOTION BY MRS. STYLIANOU, SECONDED BY MR. DAVING TO ADJOURN INTO EXECUTIVE SESSION AT 8:40 P.M. TO DISCUSS:

1. Personnel
 - Staff issue
2. Legal
 - Discussion regarding ongoing staff legal issue

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

The Board reconvened in Public Session at 9:20 p.m.

MOTION BY MR. DAVIN, SECONDED BY MRS. STYLIANOU TO ADJOURN THE MEETING AT 9:22 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Jim Minkewicz
Board Secretary