

**KINNELON BOARD OF EDUCATION
WORK SESSION/REGULAR MEETING
HIGH SCHOOL AUXILIARY CAFETERIA
FEBRUARY 27, 2014**

MINUTES

The Work Session/Regular Meeting of the Kinnelon Board of Education was held on Thursday, February 27, 2014 at 8:00 pm. in the Kinnelon High School Auxiliary Cafeteria.

I. OPENING OF THE MEETING BY THE PRESIDENT

Mrs. Denise Hatch, Board President, called the meeting to order at 8:00 pm. and read the Meeting Notice followed by the Salute to the American Flag.

Mrs. Hatch read a statement regarding Roberts Rules/Parliamentary Procedure and Public Comment.

II. ROLL CALL

PRESENT	Denise Hatch, Board President Katie Stylianou, Vice President Jessica Barish Brian Davin Marianne DeAlessi Michael Petruccelli (Arrived at 8:15) Marcy Pryor
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ABSENT	None
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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. Re-Organization Meeting – January 7, 2014
2. Work Session/Regular Meeting – January 23, 2014

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

IV. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

V. SUPERINTENDENT'S UPDATE

Ms. DiGiuseppe, Superintendent, reported on the following:

- School calendar and snow days
- Mr. Davin asked about the number of days used in the past 5 years. Ms. DiGiuseppe responded that we have only used one extra day in the past 5 years.
- Dr. Pryor asked about calendar comments. Ms. DiGiuseppe responded that the calendar format used is a template and that there is limited space for additional comment within the template. She also reminded everyone that Textcaster is also limited.
- Delayed openings are 90 minutes from bus pick-up time.
- The middle school does not have to make up the day for the transformer failure.
- Ms. DiGiuseppe delivered a power point presentation on School Performance Reports.

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 placement of a special education student number 00100395 at the **Reed Academy** at a per diem rate of \$446/day effective on or about February 24, 2014, through June 30, 2014.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves the following changes to the **High School Academic Bulletin** for the 2014-2015 school year as listed:

Bioethics – 2.5 credits	Replacement course
Marine Biology – 2.5 credits	Replacement course
Electronics & Robotics 2 CP 2.5 credits	Engineering & Design Tech CP 5 credits
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **field trip** for the 2013-2014 school year as listed:

Pearl Miller School

Monster Golf/Steakhouse

Fairlawn, NJ

Kinnelon High School
Kinnelon High School

Arkitekt Music
Quiz Bowl

Butler, NJ
Princeton, NJ

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

High School

AP Chemistry 9th edition

MOTION BY MR. PETRUCCELLI, SECONDED BY DR. PRYOR 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 #25 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 of **Jolene Strunz**, Paraprofessional, effective March 7, 2014.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Todd LeBlanc**, Custodian, effective February 14, 2014.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an extended leave of absence for **Jacqueline Gesualdo** through June 30, 2014.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the request of a leave of absence for **Maureen Ruddy** effective March 3, 2014 through on or about May 30, 2014.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an extended leave of absence for **Melanie Olson** for the period February 13, 2014 through February 24, 2014, and a family leave through April 11, 2014.

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with an extended contract for **Gretchen Cuccio** through June 30, 2014.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with an extended contract for **Mary Ransegnola** through June 30, 2014.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an extended contract for **Carol Moore** through June 30, 2014.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an extended contract for **Cassi Perinotti** through June 30, 2014.
10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Joan Molee** to the position as a Long Term Substitute, B.A. Degree, Step 1, at a salary of \$50,135 (pro-rated) effective January 23, 2014 through on or about March 10, 2014.
11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Jenna McMahon** for After School Institute not to exceed 4 hours, at a rate of \$50.13, for the 2013-2014 school year.
12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **January Barone** to the position of Pearl Miller Assistant Play Director, at a stipend of \$1,000 for the 2013-2014 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Spring Coaching** positions for the 2013-2014 school year as listed on Attachment A.
14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Nino Capra** to the position of Winter Season Intramurals Advisor at a stipend of \$1,277 for the 2013-2014 school year.

15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Megan Hartline**, to the position of Kinnelon High School Assistant Girls' Lacrosse Coach, Step 1 of the Coaches Guide, at a stipend of \$6,049 for the 2013-2014 school year.
16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Tom Mongelli**, to the position of Kinnelon High School Assistant Boys' Lacrosse Coach, Step 1 of the Coaches Guide, at a stipend of \$6,049 for the 2013-2014 school year.
17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Matt Arroyo**, to the position of Kinnelon High School Assistant Softball Coach, Step 1 of the Coaches Guide, at a stipend of \$6,358 for the 2013-2014 school year.
18. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the appointment of **Joyce Brensinger** to the position of Afterschool Student Aide, not to exceed 35 hours at her contracted rate of pay, for the 2013-2014 track season.
19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Craig Fox** to the position of volunteer High School Baseball Coach for the 2013-2014 school year.
20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following to administer **CogAT Testing** for the GOAL Program at a rate of \$50.13/hour as listed for the 2013-2014 school year.

Nancy Bosch 3 hours

Sarah Reinmund

6 hours

21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the use of the **State of NJ Educator Evaluation System** levels of effectiveness ratings as Highly Effective, Effective Partially Effective and Ineffective for teaching staff, principals and vice principals.
22. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Bedside Instructors** for the 2013-2014 school year as listed:

Donna Bednarz

Clair Grey

23. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a **student practicum** for Jessica Staples at Kiel School for the 2013-2014 school year.

24. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following staff for the **Kinnelon Extended Day Program** for the 2013-2014 school year:

Dana Sabo	Kid's Korner Aide	\$9/hour
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25. 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:

Rhianna Jameson	Substitute Certificate
Katrina Kasabri	Substitute Certificate
Nathon Nussbaum	Substitute Certificate
Denise Shorter	Teaching Certificate

MOTION BY DR. PRYOR, SECONDED BY MRS. STYLIANOU TO APPROVE ITEMS #1 THROUGH #25 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

D. POLICY COMMITTEE
(Mr. 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, approves the **second reading and adoption** 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 #1 AS PRESENTED. MOTION CARRIED BY ROLL CALLVOTE WITH ALL PRESENT VOTING IN FAVOR.

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

Agenda Items #1 through #12 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 December 2013.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of December 2013.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of January 2014.
4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, I certify that as of January 31, 2014, 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 7A.

**WORK SESSION/REGULAR MEETING MINUTES
FEBRUARY 27, 2014**

Disbursements by EFT #99668 thru #99671 \$1,073,046.19

Total Disbursements for January 30, 2014 \$1,073,046.19

- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 13/14 – 8.

Total Disbursements paid by Computer
Checks #27562 thru #27800 \$1,147,308.57

Disbursements by EFT #99672 thru #99677 \$1,536,275.00

Disbursements by Hand Check #27559 thru
#27561 \$ 2,145.52

Total Disbursements for February 27, 2014 \$2,685,729.09

Void Check #27472 (\$ 42,668.31)

Total Disbursements \$2,643,060.78

7. Be it resolved, that the Kinnelon Board of Education hereby authorizes the Superintendent to submit a 2014-2015 **SEMI (Special Education Medicaid Initiative)** waiver of the requirements of N.J.A.C. 6A.:23A-5.3 due to the fact that Kinnelon has less than the number of students required.
8. Be it resolved, that the Kinnelon Board of Education institute mandatory **direct deposit** of paychecks for all full-time and permanent part-time employees effective July 1, 2014.
9. Be it resolved, that the Kinnelon Board of Education approve application for funds to support the implementation of the **Anti-Bullying Bill of Rights Act** in the amount of \$11,105 for the period July 1, 2013 through June 30, 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 workshop/conferences, travel and related expenses not to exceed the following amounts:

Brian Franks Differentiated Instruction-An Introduction \$ 99

Amy Gardberg	Poles and Jews during World War II	\$ 10
Dafna Garrahy	Montclair State University Conference For Business Educators	\$ 76
Susan Gersten	Story to the Core: Thinking, Listening and Critical Thinking	\$ 32
Melissa Gurth	Strategies that Work: Reducing recurring Behavior problems with difficult students	\$229
Lori Hrbek	Poles and Jews during World War II	\$ 10
Marisella Lane	ESL Strategies for Teachers	\$ 52
Scott Leiter	CPR/AED Instructor Training	\$285
Christine Minett	AEP Connections Autism Conference	\$548
Jim Minkewicz	Understanding the SDA Grant Process	\$ 49
Jim Minkewicz	Analyzing and Constructing Salary Guides	\$249
Matt Scanlon	Overcoming Challenges in Speaking, Interacting, Communication Conference	\$ 40
Neil Shechtman	Poles and Jews during World War II	\$ 26
Danielle Wysocki	Overcoming Challenges in Speaking, Interacting, Communicating with Victims	\$ 40
Susan Frantz	Social and Cultural Competence	\$ 98
Marisella Lane	PARCC for Reading	\$ 52

11. Be it resolved, that the Kinnelon Board of Education approve a **parental contract** to transport one (1) special education student to Reed Academy, Oakland, New Jersey on **Route Reed 3-14**, from March 1, 2014 through June 30, 2014, at a cost of \$2,000.
12. Be it resolved, that the Kinnelon Board of Education approve specifications and advertisement for transportation bid number **SRA 14-15** for school-related activities for the 2014-2015 school year.

MOTION BY MRS. BARISH, SECONDED BY MRS. STYLIANOU TO APPROVE ITEMS #1 THROUGH #12 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 Final Eligible Costs (**FEC**) for the following New Jersey Department of Education **ROD Grants** in the following amounts:

Kinnelon High School Roof- Project #2460-050-14-1001-G04

Total FEC	\$301,245
Grant Amount	\$120,498

Kiel School Roof and Fire Alarm – Project #2460-060-14-1002-G04

Total FEC	\$252,055
Grant Amount	\$100,822

MOTION BY MR. DAVIN, SECONDED BY MRS. BARISH 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 reviewed the Personnel Committee's minutes from their meeting on February 6th.

B. Education

- Mr. Petruccelli reported that the Committee met and discussed the School Performance Reports.
- The Committee will meet before the next Work Session.

C. Policy

- Mrs. DeAlessi reported that the committee will have to finalize the 2014-2015 school calendar.

D. Finance/Budget

- Mrs. Barish reported that the Budget will come in at Cap.

E. Facilities

- Mr. Davin reported that the Committee has met several times focusing on improving the phone systems at all schools.

F. Negotiations

- Mrs. Stylianou reported that the Committee is waiting for financial recommendations and that the goal is to have a new contract in place before the beginning of the next year.

G. Delegates

1. New Jersey School Boards Association
2. Morris County School Boards Association
 - Mr. Davin distributed a presentation to the Board from the meeting he attended in Montville regarding finance.
3. Legislative Representative
4. Morris County Educational Services Commission

- H. Coordinating Committee
 - Ms. DiGiuseppe reported that a meeting will be held to discuss the engineering report.
- I. Teacher Liaison Committee
- J. KAMELOT
 - Mrs. Hatch discussed the school calendar and social media. She will be looking for topics for next year.
- K. Student Representative

Annie Petrino reported on the following:

- The blood drive was a huge success
- Updates on Basketball, Hockey, Wrestling and Track

VIII. UNFINISHED BUSINESS

Ms. DiGiuseppe, Superintendent, introduced Robert Reis the High School Interim Principal.

IX. NEW BUSINESS

Mr. Minkewicz, Business Administrator/Board Secretary, discussed the Board Meeting Calendar and setting Budget Hearing Dates.

X. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

Comments were made regarding:

- Take your child to work day is April 24th
- Public Hearing date
- Questions were asked regarding the 2 snow days being made up during Spring Break. Ms. DiGiuseppe responded that there is no minimum attendance requirement and that students will be counted as absent if they do not attend on those days.

XI. BOARD MEMBER COMMENTS

- Mr. Petruccelli commented that the Stonybrook band and choral concerts were great and that the Middle School Girls Basketball team did very well.
- Mr. Davin commented that the Princeton Science Club had 30 teams compete in a State Science Competition. Kinnelon High School made it through 2 rounds.
- Mrs. Stylianou attended Mr. Reis' open forum and was impressed with what he had to say. She welcomed him and wished him good luck in Kinnelon.

- Mrs. Hatch also welcomed Mr. Reis.
- Mrs. Hatch commented that both the High School and the Middle School had successful winter sports seasons.

XII. ADJOURNMENT

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. STYLIANOU TO ADJOURN INTO CONFIDENTIAL SESSION AT 9:20 P.M. TO DISCUSS LEGAL AND PERSONNEL ISSUES. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR. NO FURTHER ACTION WILL BE TAKEN.

THE BOARD RECONVENED IN PUBLIC SESSION AT 9:30 P.M.

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

MEETING ADJOURNED.

Respectfully submitted,

Jim Minkewicz
Board Secretary

Attachment A

Kinnelon High School	Head Baseball Coach	McDonald	John	3	\$ 8,349.00
Kinnelon High School	Assistant Baseball Coach	Conte	Skyler	3	\$ 6,358.00
Kinnelon High School	Assistant Baseball Coach	Stroud	Ryan	3	\$ 6,358.00
Kinnelon High School	Varsity Girls' Lacrosse Coach	Lawler	Jim	3	\$ 8,349.00
Kinnelon High School	Assistant Lacrosse Coach	Dicolo	Eric	2	\$ 6,220.00
Kinnelon High School	Assistant Lacrosse Coach	Pasieka	Sean	3	\$ 6,358.00
Kinnelon High School	Assistant Lacrosse Coach	Gallagher	Bryan	3	\$6,358
Kinnelon High School	Volunteer Lacrosse Coach	Canfield	Jeff		n/a
Kinnelon High School	Volunteer Lacrosse Coach	Capra	Nino		n/a
Kinnelon High School	Head Boys' Lacrosse Coach	Kelly	Kevin	3	\$ 8,349.00
Kinnelon High School	Head Softball Coach	Patlen	Danielle	3	\$ 8,349.00
Kinnelon High School	Assistant Softball Coach	Kiernan	Brian	3	\$ 6,358.00
Kinnelon High School	Volunteer Tennis Coach	Landzert	Mark		n/a
Kinnelon High School	Assistant Tennis Coach	Shannon	Tom	3	\$ 4,656.00
Kinnelon High School	Boys' Tennis Coach	Cataldi	Jonathan	3	\$ 7,108.00
Kinnelon High School	Head Boys' Track Coach	Drew	Emily	3	\$ 8,083.00
Kinnelon High School	Assistant Boys' ' Track Coach	Prol	Eric	3	\$ 4,818.00
Kinnelon High School	Assistant Girls' Track Coach	Baskinger	Rebecca	2	\$ 4,699.00
Kinnelon High School	Head Girls' Track Coach	Racine	Steve	3	\$ 8,083.00
Kinnelon High School	Assistant Golf Coach	Myhren	Jeff	2	\$ 4,529.00
Kinnelon High School	Volunteer Golf Coach	Waite	Wes		n/a
Kinnelon High School	Volunteer Golf Coach	Pasieka	Sean		n/a
Kinnelon High School	Head Golf Coach	Soules	James	3	\$ 7,108.00
Pearl Miller MS	Head Track Coach	Chegwidden	Laura	3	\$ 5,404.00
Pearl Miller MS	Asst Track Coach	Buesser	Michael	2	\$ 4,082.00
Pearl Miller MS	Head Baseball Coach	Goff	Matt	3	\$ 5,404.00
Pearl Miller MS	Head Softball Coach	Puccia	Julie	2	\$5,245