

**KINNELON BOARD OF EDUCATION  
WORK SESSION  
KINNELON HIGH SCHOOL AUXILIARY CAFETERIA  
8:00 P.M.  
APRIL 11, 2019**

**MINUTES**

The Work Session Meeting of the Kinnelon Board of Education was held on Thursday, April 11, 2019 at 8:00 p.m. in the Kinnelon High School Auxiliary Cafeteria.

The Board held an Executive Session prior to the Work Session Meeting at 7:00 and discussed Legal issues.

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

Mr. Jason DeAlessi, Board President, called the meeting to order at 8:00 p.m. and read the Meeting Notice.

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provision of the act, the Kinnelon Board of Education has caused notice of this meeting to be published in the Suburban Trends on February 3, 2019, posted in the Kinnelon Public Library, filed with the Borough Clerk and posted on the District web site.

**II. ROLL CALL**

PRESENT	Mr. Jason DeAlessi, Board President Dr. Marcy Pryor, Vice-President Mrs. Marianne DeAlessi Dr. Peter Hughes Mr. Nathan Nussbaum Mr. Michael Petruccelli (Arrived at 8:22 p.m.)
ABSENT	Mrs. Susan Nogaj-Matteson
ALSO PRESENT	Kerry A. Keane, Business Administrator/Board Secretary Diane DiGiuseppe, Superintendent

**III. PLEDGE OF ALLEGIANCE**

**IV. CORRESPONDENCE**

- Note from John Penola regarding the New England Young Writers Conference
- Note from student receiving scholarship to attend the New England Young Writers Conference

V. REPORT OF THE SUPERINTENDENT –

Governor's Teacher of the Year Award

Nino Capra – Kinnelon High School  
Sean Pasieka – Stonybrook School  
Mimi Novak – Kiel School

Governor's Educational Specialist Award

Mary Jane Smith – Kinnelon High School  
Karen Butler – Pearl Miller School  
Mary Bowers – Stonybrook School  
Sara Tinney – Kiel School

Ms. DiGiuseppe talked about the criteria for Governor's Teacher and Specialist Awards. She introduced everyone. Mrs. Mulholland, Stonybrook Principal, spoke about many of the recipients as she has worked with them. Mrs. Fisher, Kiel Principal spoke about Mrs. Novak and Mrs. Tinney. Alyson Puzzo, Pearl Miller Vice Principal, congratulated everyone.

VI. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

Comments were made regarding:

- The reimbursement of expenses for Board Members and why did we send two people to the National Conference. Board of Education members responded that they are required to attend training sessions.

VII. ACTION ITEMS

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

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 **Field Trips** for the 2018-2019 school year:

<u>Event</u>	<u>Location</u>	<u>School</u>
Panasonic Creative Design Challenge	NJIT	High School
Technology State Conference	TCNJ	High School
High School Wrestling Luncheon	Casa Blanca Restaurant	High School
Grow-A-Row Farm Student Council	Pittstown, NJ	High School
NJASC Executive Board Meeting	West Windsor-Plainsboro HS	High School
Madeleines Petit Paris French Culture	Northvale NJ	Pearl Miller School
Montclair State University	Rosie Revere – Play	Kiel School
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Fun Plex (Life Skill Classes)	East Hanover	HS/PRM

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a placement for student #210045 at the **Essex**

**Valley School**, at a tuition amount of \$75,998 (pro-rated), effective on or about April 8, 2019 through June 30, 2019.

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

- B. PERSONNEL COMMITTEE  
(Dr. Pryor, Mrs. Nogaj-Matteson, Mr. Nussbaum)

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

## CERTIFIED STAFF

### RESIGNATIONS/RETIREMENTS/LEAVE OF ABSENCE

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with an extended paid Leave of Absence (using 34 available sick days) for **Nicole Quinn** from the period March 6, 2019 through on or about April 30, 2019.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with an unpaid Leave of Absence for **Carolyn Medler** under the Family and Medical Leave Act, effective April 1, 2019 through on or about June 21, 2019.

### APPOINTMENTS

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with an extended Long Term Substitute position for **Anika Levitt** at Stonybrook School at a rate of \$150 per day, effective April 8, 2019 through April 30, 2019.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Christine Minett** to the position of Replacement Science Teacher at Pearl Miller School, B.A. Degree, Step 1, at a salary of \$52,267 (pro-rated), effective April 8, 2019 through on or about June 21, 2019.

### ADDITIONAL ASSIGNMENTS

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Amanda Hempel** as a Home Instructor for the 2018-2019 school year at the contractual rate of \$52.26 per hour.

### NON-CERTIFIED STAFF

#### RESIGNATIONS/RETIREMENTS/LEAVE OF ABSENCE

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an unpaid medical leave of absence for **Mary Ann Russell**, Para-Professional effective March 20, 2019 through June 30, 2019.

#### APPOINTMENTS

7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Suzanne Osborne** to the position of Para-Professional at Stonybrook School, at a rate of \$20.32 per hour, (Step 1 of the Para-Professional Guide) plus a \$750 Substitute Certificate Stipend, 4.5 hours per day, effective on or about April 8, 2019 through June 30, 2019.

### ADDITIONAL ASSIGNMENTS

8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Joseph Raschella**, Para-Professional, for up to 24 additional hours of additional time at his contracted hourly rate of \$23.75, not to exceed \$570, effective April 13, 2019 through April 22, 2019, to accompany student #210140 during spring sport practices and games.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an increase in hours for **Ann Shapley**, Para-Professional, from 4.25 hours per day to 6.66 hours per day, effective on or about April 8, 2019 through June 30, 2019.
10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an increase in hours for **Laurel Osterman**, Para-Professional, from 3 hours per day to 5 hours 5 minutes per day, effective on or about April 5, 2019 through June 30, 2019.

### COACHES/CO-CURRICULAR/SUBSTITUTES/INTERNS/STUDENT TEACHERS/HOME INSTRUCTORS

11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following to the position of **Substitute Teacher/Nurses** for the 2018-2019 school year. This action is pending

successful completion of all required criminal background checks and approval by the New Jersey Department of Education:

Karen Potoczniak  
TJ Fitzgerald

Nurse Certificate  
Substitute Certificate

Angela Murphy

Nurse Certificate

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

C. POLICY COMMITTEE

(Mrs. DeAlessi, Mr. Petruccelli, Dr. Hughes)

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

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves Monday, **April 22, 2019** as an unused inclement weather day.

MOTION BY MRS. DeALESSI, SECONDED BY MR. PETRUCCELLI 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 Superintendent, accepts the **HIB Report** March 2019.

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

D. FINANCE COMMITTEE

(Mrs. Nogaj-Matteson, Dr. Pryor, Mr. DeAlessi)

Agenda Items #1 through #3 represent the Finance Committee's recommendations. They were voted upon as a group.

1. **Bill List**

- a. Be it resolved, that the Kinnelon Board of Education approve the Bill List-File Reference 18/19 – 8A.

Disbursements paid by EFT #999417 thru #999420 \$1,208,638.83

Total Disbursements for February 28, 2019 \$1,208,638.83

- b. Be it resolved, that the Kinnelon Board of Education approve the Bill List-File Reference 18/19 – 9.

Total Disbursements paid by Computer Checks #40902 thru #41094	\$1,289,790.49
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Disbursements by Hand Check	\$ -0-
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Total Disbursements paid by EFT #999421 & #999426 through #999430	\$1,757,383.73
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Total Disbursements for March 28, 2019	\$3,047,174.22
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- c. Be it resolved, that the Kinnelon Board of Education approve the Bill List-File Reference 18/19 – 9A.

Disbursements paid by EFT #999422 thru #999425	\$1,262,836.23
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Total Disbursements for March 28, 2019	\$1,262,836.23
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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", approval of travel and **reimbursement** to the following staff members for out-of-district workshop/conferences, travel and related expenses not to exceed the amounts as listed on **Finance Attachment A**.
3. Be it resolved, that the Kinnelon Board of Education, upon the recommendation of the Superintendent in accordance with Policy #6471 "School District Travel", approve the attendance at workshops and **reimbursement** to the following Board of Education members for out-of-state travel and related expenses not to exceed the amounts as listed on **Finance Attachment B**.

MOTION BY MR. PETRUCCELLI, SECONDED BY DR. HUGHES TO APPROVE ITEMS #1 THROUGH #3 AS PRESENTED. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

YES	Mrs. DeAlessi (Abstained on #3)
	Dr. Hughes
	Mr. Nussbaum
	Mr. Petruccelli
	Dr. Pryor
	Mr. DeAlessi (Abstained on #3)

Agenda Items #4 and #5 were added to the Agenda. They were voted upon as a group.

4. Be it resolved, that the Kinnelon Board of Education approve the following resolution:

**WHEREAS**, there is a Petition filed by a former employee against the Kinnelon Board of Education and pending before the Office of Administrative Law, titled *Dr. Thomas Tufaro v. Kinnelon Board of Education and Diane DiGiuseppe*, OAL Docket No. EDU 12040-2018N, Agency Ref. No. 175-7/18; and

**WHEREAS**, the parties have negotiated a settlement agreement resolving the dispute between and among them, and

**WHEREAS**, the settlement agreement is in the best interest of the District and will avoid the costs, risks and uncertainties of continued litigation;

**IT IS HEREBY RESOLVED** this 11<sup>th</sup> day of April, 2019 that the Board approves the Settlement Agreement (attached hereto as Exhibit A) and authorizes the Board President to execute the Settlement Agreement on behalf of the Kinnelon Board of Education; and it is

**FUTHER RESOLVED**, that with the approval of the Agreement, District officials are hereby authorized to take any steps necessary to effectuate the terms of the Agreement.

5. Be it resolved, that the Kinnelon Board of Education approve the following resolution:

**RESOLVED**, that the Board approves the settlement in the matter captioned ALLISON CREEDEN v. BOARD OF EDUCATION OF THE BOROUGH OF KINNELON, JODI MULHOLLAND, CORDÉ REED and MARY DOES 1-100, FICTITIOUS DEFENDANTS, Docket No. PAS-L-1025-17, which action was transferred to the Superior Court of New Jersey, Law Division, Morris County, Docket No. MRS-L- 0001596-17, in accordance with the terms and conditions of the General Release therein.

MOTION BY DR. PRYOR, SECONDED BY MR. PETRUCCELLI TO APPROVE ITEMS #4 AND #5 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

#### VIII. REVIEW OF APRIL 25, 2019 AGENDA

The Board reviewed the motions slated for the April 25, 2019 Board Meeting.

**IX. COMMITTEE REPORTS**

- A. Personnel
  - Committee is meeting on April 23<sup>rd</sup>
- B. Education
  - Committee met tonight and discussed Science and Research
  - District sports enrollment – not fair if you fund raise for a sport and then have to pay Pay-to- Play fees
  - Non College bound learners
  - New dance requirement Welcoming schools program
  - Mr. DeAlessi brought back a book list from the National Conference
- C. Policy
  - Committee will meet soon
- D. Finance/Budget
- E. Security/Facilities
  - Safety on Kinnelon Road by High School
- F. Negotiations
  - Meeting on May 2<sup>nd</sup> at 7:00 with the KEA
- G. Delegates
  - 1. New Jersey School Boards Association  
(Mr. Petruccelli)
  - 2. Morris County School Boards Association  
(Mrs. DeAlessi)
  - 3. Legislative Representative  
(Dr. Hughes)
  - 4. Morris County Educational Services Commission  
(Mr. Nussbaum)
- H. Coordinating Committee  
(Mr. Nussbaum, Mrs. DeAlessi, Dr. Hughes)
  - When Kiel Road is paved, a crosswalk will be installed
- I. Teacher Liaison Committee  
(Mr. Nussbaum)
- J. Kamelot  
(Mr. DeAlessi)
- K. Student Representative  
(Alexa Giacoio)

**X. UNFINISHED BUSINESS**

None

**XI. NEW BUSINESS**

Dr. Hughes attended the National School Boards Association Conference



**XII. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS**

Comments were made regarding:

- Concern about the shortage of Substitutes and would raising the pay rate be beneficial
- Concerns about the Sports program enrollment - New Baseball Coach has sparked a great season
- A parent expressed concerns about losing high school students to private schools. Many students who went to college said they were very well prepared after Kinnelon High School. Mr. DeAlessi was asked if he felt he was prepared for college after graduation
- A comment was made that tonight's discussion was very engaging but our Minutes are too concise.

**XIII. BOARD MEMBER COMMENTS**

- Dr. Hughes would like to put together a Governance Committee in the future.
- Mr. Nussbaum commented that it was great to see his former teacher honored. He also felt that he was very prepared for college after High School.
- Dr. Hughes welcomed the teachers to the Teacher of the Year Club.
- Dr. Hughes attended the National Conference. In an effort to ignite School Culture, he was invited to see the schools in Somers Point. Super schools are an advantage for Boards of Education.
- Mr. Petruccelli thanked everyone for coming to the meeting tonight.
- Mrs. DeAlessi commented that she was a product of private school and she believes in public schools.
- Dr. Pryor thanked the Governor's Teachers, Educational Specialists and all of the supporters.
- Dr. Pryor thanked the parents who voiced their concerns and reminded them of the chain of command. She also wished everyone a great spring break.
- Dr. Pryor commented on how the Board of Education can't respond to social media.
- Mr. DeAlessi commented the same.
- Mrs. DeAlessi attended the National School Boards Conference on March 31, 2019. She attended programs that focused on student achievement.
  - Apprenticeship Careers – The country is currently experiencing a shortage of tradesmen. Electricians, plumbers and welders are a few areas that New Jersey has identified as areas of concern. The IBEW has instituted partnerships with high schools to develop direct routes to their programs and to help students identify early that these fields are available.
  - Living Tree – a software management program for online monetary fundraising. School districts have liability for any online fundraising that bears the district name.
  - Special Education – The NJBA has continued to lobby Congress on the following priorities: Fully fund IDEA, Shortage of teachers, especially special education educators, and teacher loan forgiveness.

- o Cambridge – An advancement placement program that rewards students with credits to Cambridge University.

#### **XIV. ADJOURNMENT**

MOTION BY DR. PRYOR, SECONDED BY DR. HUGHES TO ADJOURN THE MEETING AT 8:25 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Kerry A. Keane  
Board Secretary

REIMBURSEMENT OF EXPENSES APRIL 11, 2019 BOARD MEETING

LOC	LAST	FIRST	WORKSHOP	WORKSHOP DATE	REGIS.	LODG.	MEALS	MILEAGE	TRAVEL/ AIR/RAIL	PARKING TOLLS/ OTHER	MAXIMUM TOTAL
SPED	DUNN	LISA	CPI RECERTIFICATION TRAINING	6/11-12/19	\$ 989.00						\$ 989.00
SPED	ELLIS	JOHNNA	TCNJ LITERACY ADVANCEMENT PROJECT'S 5TH ANNUAL LITERACY CONFERENCE	4/12/19	\$ 125.00			\$ 45.38			\$ 170.38
SB	GARDBERG	AMY	STRATEGIES AND STRUCTURES FOR TEACHING READING AND WRITING	2/28/19	\$ 239.00						\$ 239.00
HS	GORMLEY	MONICA	MID-HUDSON VALLEY COLLEGE CONSORTIUM TOUR	4/29/19 4/30/19 5/1/19	\$ -						\$ -
SPED	GUBKIN	SUSAN	TCNJ LITERACY ADVANCEMENT PROJECT'S 5TH ANNUAL LITERACY CONFERENCE	4/12/19	\$ 125.00			\$ 45.38			\$ 170.38
KIEL	KLEINERT	STACY	NJ FAMILY SUPPORT AGENCIES WHICH SUPPORT CHILDREN WITH SPECIAL HEALTH CARE NEEDS	4/1/19	\$ -						\$ -
KIEL	KOLSTER	DOREEN	TEACHING READING TO STRUGGLING STUDENTS	7/7/19 7/15/19 7/22/19	\$ 446.25						\$ 446.25
PRM	MC CLAIN	TARA	IMPROVE EXECUTIVE FUNCTIONING IN CHILDREN AND ADOLESCENTS	5/15/19 7/8/19 7/15/19 7/22/19	\$ -						\$ -
KIEL	MOLEE	JOAN	TEACHING READING TO STRUGGLING STUDENTS		\$ 446.25						\$ 446.25
SB	MYHREN	JEFFREY	ELEMENTARY PE JAM	3/15/19	\$ -						\$ -
SB	PASIEKA	SEAN	ELEMENTARY PE JAM	3/15/19	\$ -						\$ -
BD OFF	RATUSHNY	JEANNE	NORTHERN REGION MEETING: HARASSMENT, INTIMIDATION & BULLYING TRAINING AS IT RELATES TO TRANSPORTATION	5/31/19 7/8/19 7/15/19 7/22/19	\$ 10.00			\$ 7.87			\$ 17.87
SPED	ROWE	REBECCA	TEACHING READING TO STRUGGLING STUDENTS		\$ 446.25						\$ 446.25
KIEL	SANTAGATO	SONA	NAEA ART CONFERENCE IN BOSTON	3/14-15/19	\$ 175.00						\$ 175.00
HS	SAPPIO	HANNAH	MIDDLE/HIGH SCHOOL PEER MEDIATION	3/19/19	\$ -						\$ -



