

**KINNELON BOARD OF EDUCATION
COMBINED WORK SESSION/REGULAR MEETING
8:00 P.M.
DECEMBER 17, 2020**

Please be advised that the Kinnelon Board of Education regular meeting scheduled for December 17, 2020, will take place as planned. However, the meeting will occur electronically on a device or over the phone. In compliance with the Open Public Meetings Act, community members will have the opportunity to witness the BOE conduct business via phone or video conference. Public comments will be facilitated as usual.

The meeting will take place at 8:00 p.m. on Thursday through Zoom Webinar, a video and audio presentation application. The link for the webinar can be on the Kinnelon Public Schools website just below the picture on the District Home Page.

MINUTES

The Combined Work Session/Regular Meeting of the Kinnelon Board of Education was held on Thursday, December 17, 2020 at 8:00 p.m. via Zoom Webinar.

I. OPENING OF THE MEETING BY THE PRESIDENT

Mr. Michael Petruccelli, 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 ensure 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 March 4, 2020, posted in the Kinnelon Public Library, filed with the Borough Clerk and posted on the District web site.

II. ROLL CALL

PRESENT	Mr. Michael Petruccelli, Board President Dr. Peter Hughes, Vice President Dr. Marianne DeAlessi Ms. Michelle Donus Mrs. Megan Fischbeck Mr. David Gigante Mr. Nathan Nussbaum
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ABSENT	None
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ALSO PRESENT	Kerry A. Keane, Business Administrator/Board Secretary Diane DiGiuseppe, Superintendent Claire Zhang, Student Representative
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III. PLEDGE OF ALLEGIANCE

IV. ROUTINE MATTERS

A. Approval of Minutes

1. November 19, 2020 Combined Work Session/Regular meeting

MOTION BY DR. HUGHES, SECONDED BY MS. DONUS TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

V. SUPERINTENDENT'S UPDATE

Ms. DiGiuseppe reported on the following:

- Kinnelon High School and Stonybrook School are all remote learning
- Spirit Week at Pearl Miller
- Honor Society postponed
- SOAR program
- Community food drive at Pearl Miller
- Student Council clothing drive at Pearl Miller
- Kinnelon High School toy drive
- Virtual tutoring
- Welcome to Nick DelRe, Interim Director of Special Services
- QSAC – self assessment 92.2% - Curriculum not updated immediately
- QSAC bill – we can waiver out of QSAC
- Climate Survey – Panarama Education has hybrid learning surveys available. They provide costs and analysis.
- COVID activity report – high transmittal standards. Trying not to close schools – implementing a testing program with Back-to-Work Solutions. Testing dates are January 6th and January 7th.
- KEA requested not to open schools until after 1/15/21.

VI. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

Comments were made regarding:

- How does testing work?
- Appreciate that we are trying to make things work. We should wait 7 days after the holiday. Should wait to open schools until January 18th.
- Is testing mandatory and are we considering it?
- When are school opening?

- KEA and testing the teachers. They need to be a responsible partner with us.
- Are there middle school assessment test results yet? Performance of students to date?
- Is it possible to remove telemed visit from test?
- Saliva test instead?
- Why did Stonybrook go full remote?

VII. REPORT OF THE SUPERINTENDENT

A. EDUCATION COMMITTEE (Mrs. Fischbeck-Chair, Dr. Hughes, Mr. Nussbaum)

Agenda Items #1 through #3 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 an agreement with **The Stepping Stones Group** to provide Behavioral Technicians/Paraprofessional Support as needed at a rate of \$32 per hour for the 2020-2021 school year.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, revises the date for the **Inservice Agreement** between Thomas A. Murray, LLC and Kinnelon Public Schools from June 21, 2020 to January 13, 2021 and January 27, 2021, at a cost of \$7,000 to be paid from **Title II funds**.
3. Be it resolved, that the Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an agreement with **Back to Work Solutions, LLC**, to conduct voluntary COVID-19 testing for students and staff.

MOTION BY MS. DONUS, SECONDED BY DR. HUGHES TO APPROVE ITEMS #1 THROUGH #3 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

B. NEGOTIATIONS COMMITTEE (Mr. Petruccelli-Chair, Ms. Donus, Mrs. Fischbeck)

No Action

C. PERSONNEL COMMITTEE (Dr. Hughes-Chair, Ms. Donus, Mr. Nussbaum)

Agenda Items #1 through #22 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 the **Proclamations** for the following Board Members:

Maryann DeAlessi

Nate Nussbaum

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **Retirement Proclamations** for the following retirees:

Corde' Reed - 6 years

Judith Deak - 12 years

Tommy Finnegan - 32 years

Comments:

Dr. Hughes congratulated Dr. DeAlessi and Mr. Nussbaum.

Mrs. Fischbeck also congratulated Dr. DeAlessi and Mr. Nussbaum.

Mr. Petruccelli commented that he learned a lot from Dr. DeAlessi.

CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS/LEAVE OF ABSENCE/REDUCTION IN FORCE

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves a Maternity Leave of Absence for **Lauren Biggins**, for the period of February 22, 2021 through March 19, 2021, using 20 available sick days.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves an unpaid FMLA Leave of Absence for **Lauren Biggins** for the purposes of child rearing, for the period of March 22, 2021 through June 30, 2021.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves an unpaid Leave of Absence for **Erik Brescher** from November 27, 2020 through January 29, 2021.

TRANSFERS

APPOINTMENTS

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Jonathan Melendez** to the position of Leave Replacement Social Studies Teacher at Kinnelon High School, BA Step 1, \$55,092(pro-rated), effective on or about November 30, 2020 through January 29, 2021.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Jordana Bradley** to the position of **District 504 Officer** for the period of December 1, 2020 through June 30, 2021.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Jordana Bradley** to the position of **District Anti-Bullying Coordinator** for the period of December 1, 2020 through June 30, 2021.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Kaitlyn Sheridan** to the position of permanent substitute teacher at Kiel and Stonybrook Schools, at a rate of \$100 per day, effective on or about December 18, 2020 through June 30, 2021.
10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a 100 hour **School Counseling Practicum** for Valerie Comprelli - William Paterson University, at Pearl R. Miller School with Tara McClain, for the Spring 2021 semester.
11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Marissa Levis** to the position of Leave Replacement English Teacher at Kinnelon High School, MA Step 1, \$62,592(pro-rated), effective on or about January 4, 2021 through on or about May 2, 2021. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

ADDITIONAL ASSIGNMENTS

12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members to administer **CogAT Tests** at Kiel and Stonybrook Schools at a rate of

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DECEMBER 17, 2020**

\$55.09 per hour, not to exceed 3 hours each, for the 2020-2021 school year.

Stonybrook School:

Nancy Bosch-3 hours Judith Deak-3 hours Johnna Ellis-3 hours

Kiel School:

Sona Santagato - 8 hours

13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members for up to 2 hours each, at \$55.09 per hour for **Parent Academy: Fall Into Reading**, on December 15, 2020.

Deborah Reinhardt	Rachael Parent
Jennifer Susicke	Gabrielle Kreutzer

14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Wendy Kane** to continue the **6th period class**, Life Skills, for the remaining 3 quarters, at a stipend of \$3,375 (\$1,125 per quarter), for November 23, 2020 through June 30, 2021.

NON-CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS/ LEAVE OF ABSENCE/REDUCTION IN FORCE

15. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves an unpaid Leave of Absence for **Colleen Torre** effective November 27, 2020 through June 30, 2021.
16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, extends the unpaid medical leave of absence for **William Arguello**, Custodian, through April 2, 2021.

TRANSFERS

APPOINTMENTS

17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Brendan Barbosa** to the position of Payroll Supervisor at a salary of \$56,600 (pro-rated) effective December 1, 2020 through June 30, 2021.

18. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a contract change for **Lauren Butkovich** from Part-time Paraprofessional to Full-time Paraprofessional at Kiel School, 6.66 hours per day at her contracted hourly rate of \$22.66 (Step 4 of the Paraprofessional Guide,) plus a \$750 Substitute Certificate Stipend (prorated) effective November 30, 2020 through June 30, 2021.

ADDITIONAL ASSIGNMENTS

COACHES/CO-CURRICULAR/SUBSTITUTES/CLINICAL INTERNS/HOME INSTRUCTORS

19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the revised 2020-2021 **Kinnelon High School Co-Curricular** advisors as listed on **Personnel Attachment A**.
20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the extended placement of the following **clinical intern, Sinead O'Sullivan**, Misericordia University-Speech Language Pathology with Kate Pawlikowski, at Stonybrook School for the Spring 2021 semester.
21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Student Intern, Andrew Mayewski**, William Paterson University-K-8 Music/Instrumental with Christine Sulling, at Stonybrook School, on January 21, 2021 through May 6, 2021.
22. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Julianna Esposito**, Fairleigh Dickinson University, for a 5 day observation at Kiel School with Michelle Sorce to be completed by January 21, 2021.

MOTION BY MR. GIGANTE, SECONDED BY MS. DONUS TO APPROVE ITEMS #1 THROUGH #22 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

D. POLICY COMMITTEE
(Ms. Donus-Chair, Mrs. Fischbeck, Mr. Gigante)

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

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the submission of the **2020-2021 QSAC Self Assessment District Performance Review**.

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

E. FINANCE COMMITTEE
(Mr. Petruccelli-Chair, Dr. DeAlessi, Dr. Hughes)

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 approve the **Treasurer's Report** for the month of November 2020.
2. Be it resolved, that the Kinnelon Board of Education approve the **Secretary's Report** for the month of November 2020.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of November 2020.
4. **Secretary's Certification of Budgetary Line Items**

Pursuant to N.J.S.A. 18A 17-9, I certify that as of December 17, 2020, 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 approve the Bill List-File Reference 20/21 – 5A.

Total Disbursements paid by EFT #999629 thru #999632	\$1,214,168.87
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Total Disbursements paid by Hand Check#45816 thru #45818	\$ 477,356.71
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Total Disbursements for November 30, 2020	\$1,691,525.58
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- b. Be it resolved, that the Kinnelon Board of Education approve the Bill List - File Reference 20/21 - 6.

Total Disbursements paid by Computer Check #45821 thru #46003	\$ 958,135.32
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Disbursements by Hand Check	\$ -0-
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Total Disbursements paid by EFT #999633 thru #999636	\$1,397,635.04
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Total Disbursements for December 17, 2020	\$2,355,770.36
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Void Check #45472 & \$45647

7. Be it resolved, that the Kinnelon Board of Education approve the following resolution Increasing the **Bid Threshold - Qualified Purchasing Agent**:

WHEREAS, Kerry A. Keane, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3(b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the Kinnelon Board of Education, pursuant to N.J.S.A. 18A:18A-3(a) and N.J.A.C.5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Kerry A. Keane, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A.18A:18A-3(a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

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

WHEREAS, the need has arisen for the Kinnelon Board of Education to appoint Conflicts Counsel who shall be available to represent the District in any matter in which the Board Attorney reports a conflict; and

WHEREAS, the nature of the services to be performed meet the definition of "professional services" as defined by the Public School Contracts Law, N.J.S.A. 18A:a8A-1, et seq.; and

NOW, THEREFORE, BE IT RESOLVED, that the Kinnelon Board of Education appoints Antonelli Kantor, P.C. to serve as Conflicts Counsel for a term that shall commence immediately and shall not exceed on (1) year, at a rate of \$165 per hour for work performed and not to exceed a total of \$3,300 in the aggregate;

BE IT FURTHER RESOLVED, that the Board President is hereby authorized to execute said contract on behalf of the Kinnelon Board of Education.

9. Be it resolved, that the Kinnelon Board of Education approve a transportation contract with the **Northern Region Educational Services Commission** to transport on (1) student to Chancellor Academy, Pompton Plains, NJ on Route #1005, at a cost of \$21,750 plus \$870 surcharge, from November 2, 2020 through June 30, 2021.
10. Be it resolved, that the Kinnelon Board of Education approve an agreement with **Bryant, Gemza, Keenoy & Kozlik, LLP (BGKK)** to provide a fully qualified and certified Professional as a Consultant to supervise and administer the Board's Special Education and Child Study Team operations and staff on an as needed basis at a cost of \$500 per day virtual, \$600 per day on-site, not to exceed \$40,000 effective on or about December 15, 2020 through June 30, 2021. At the Superintendent's request, virtual training and court appearances on behalf of the Board will be at a cost of \$1,000 per day or \$600 per half day.
11. Be it resolved, that the Kinnelon Board of Education approve an **Emergency SSO Food Service Management Company Breakfast Cost Reimbursable Contract** starting November 9, 2020 through June 30, 2021.
12. 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 amounts as listed on **Finance Attachment A**.

MOTION BY MRS. FISCHBECK, SECONDED BY DR HUGHES TO APPROVE ITEMS #1 THROUGH #12 AS PRESENTED. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

YES	Dr. DeAlessi (Recused on #8)
	Ms. Donus

Mrs. Fischbeck
Mr. Gigante
Dr. Hughes
Mr. Nussbaum
Mr. Petruccelli

- F. FACILITIES AND SECURITY COMMITTEE
(Mr. Gigante - Chair, Dr. DeAlessi, Ms. Donus)

No Action

- G. COMMITTEE OF THE WHOLE

No Action

VIII. COMMITTEE REPORTS

- A. Personnel
(Dr. Hughes – Chair, Ms. Donus, Mr. Nussbaum)
- The Committee talked about the Interim for Child Study Team
- B. Education
(Mrs. Fischbeck – Chair, Dr. Hughes, Mr. Nussbaum)
- C. Policy
(Ms. Donus – Chair, Mrs. Fischbeck, Mr. Gigante)
- Committee will be meeting in the near future
- D. Finance/Budget
(Mr. Petruccelli – Chair, Dr. DeAlessi, Dr. Hughes)
- Audit is ready and there are no recommendations
- E. Security/Facilities
(Mr. Gigante – Chair, Dr. DeAlessi, Ms. Donus)
- Soil Conservation Permit
- F. Negotiations
(Mr. Petruccelli – Chair, Ms. Donus, Mrs. Fischbeck)
- G. Delegates
1. New Jersey School Boards Association
(Dr. Hughes)
 - Three R's program, In-person conference next year
 2. Morris County School Boards Association
(Mr. Petruccelli)
 3. Legislative Representative
(Mrs. Fischbeck)
 4. Morris County Educational Services Commission
(Mr. Petruccelli)
- H. Coordinating Committee
(Mr. Nussbaum-Chair, Mr. Gigante, Mr. Petruccelli)

- I. KEA Teacher Liaison Committee
(Mr. Nussbaum)
 - Met last week and discussed opening school
- J. Kamelot
(Mr. Gigante)
 - Next meeting is on January 26, 2021
- K. Kinnelon Education Foundation
(Ms. Donus)
- L. Student Representative
(Claire Zhang)
 - Claire thanked Dr. DeAlessi and Mr. Nussbaum
 - Art/English Honor Society – party and contest at Kinnelon High School
 - Virtual tutoring offered by Kinnelon High School
 - Pearl Miller had a very successful clothing drive
 - Spirit Week at Pearl Miller

IX. UNFINISHED BUSINESS

None

X. NEW BUSINESS

None

XI. CORRESPONDENCE

None

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

Comments were made regarding:

- Mrs. Reed thanked Ms. DiGiuseppe and the Board for the proclamation
- Where is the testing and what about sharing?
- Too much work on Wednesday at Pearl Miller

XIII. BOARD MEMBER COMMENTS

Comments were made regarding:

- Dr. DeAlessi- Spent 9 years 8 months on the Board during time of deep cuts. Students have been the focus. Challenged the status quo. She encouraged parents to look to the future.

- Mr. Nussbaum commented that after 20 years, he will no longer be part of the Kinnelon School Community.
- Ms. Donus thanked Mr. Nussbaum and Dr. DeAlessi. She encouraged parents to take accountability. Happy Holidays.
- Mr. Gigante thanked Ms. DiGiuseppe for the snow day. Happy Holidays.
- Mrs. Fischbeck commented on the snow day. Happy Holidays and stay safe.
- Dr. Hughes thanked Ms. DiGiuseppe for the snow day, it is good for mental health. He also thanked Ms. DiGiuseppe for trying to keep the schools open. Thanks to Mr. Nussbaum for his comments tonight.
- Mr. Petruccelli thanked Dr. DeAlessi and Mr. Nussbaum. Be safe and enjoy.

XIV. ADJOURNMENT

MOTION BY MS. DONUS, SECONDED BY MR. GIGANTE TO ADJOURN THE MEETING AT 10:35 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Kerry A. Keane
Board Secretary

2020-2021 Kinnelon High School Co-Curricular Activity		
Activity	Advisor	Stipend
Academic Decathlon	Linda Johnson	\$3,882
Art Honor Society	Alice Kivlon	\$2,942
Distributive Education Club of America (DECA)	Cathy Gilligan	\$3,925
English Honor Society	Lori Robbins	\$2,357
Fall Dramatic Director	Chuck Linnell	\$3,693
Feedback Advisor	John Penola	\$2,004
Future Business Leaders of America (FBLA)	Cathy Gilligan	\$2,357
French Honor Society	Sophie Adams	\$1,425
Freshman Class Advisor	Lisa Castelluber	\$2,359
Give Back Club (2)	Danielle Elia	\$640
Give Back Club (2)	Danielle Wysocki	\$640
Health Professions Club/Science Club	Wendy Bruffy	\$1,425
Latin Honor Society/Club	Ray Danielson	\$1,425
Musical Business Manager - Spring	Hannah Sappio	\$1,485
Musical Dramatics Director - Spring	Melissa Comitto	\$4,076
Musical Vocal Director - Spring	Melissa Comitto	\$2,394
National Business Honor Society	Cathy Gilligan	\$1,425
National Honor Society (2)	Wendy Bruffy	\$1,179
National Honor Society (2)	Hope Kowalski	\$1,179
<i>National Math Honor Society</i>	<i>Noah Blanchard *</i>	<i>\$2,357</i>
Newspaper Advisor	Alana Van der Sluys	\$1,917
Peer Leadership (3)	Danielle Elia	\$1,219
Peer Leadership (3)	Marlene Goudreau	\$1,219
Science Honor Society	Nick Gebhardt	\$2,546
Science Research/Barcode of Life	John Manning	\$1,927
Senior Service/Project Advisor	Jake Mule	\$2,546
Sophomore Class Advisor	Jason DelPiano	\$2,359
<i>Junior Class Advisor</i>	<i>Stephanie Finke *</i>	<i>\$3,771</i>
<i>Senior Class Advisor</i>	<i>Stephanie Manco *</i>	<i>\$3,267</i>
Spanish Honor Society/Club	Jamely White	\$1,425
Student Council	Hannah Sappio	\$3,808
Technology Student Association (TSA)	Jason Potzer	\$2,513
Tri-Music Honor Society	Bonnie Hendricks	\$2,357
Varsity Club	Jim Soules	\$3,350

**** Italics and Bold are revisions to be approved on the 12/19/20 agenda***

REIMBURSEMENT OF EXPENSES DECEMBER 17, 2020 BOARD MEETING

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