

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
KINNELON HIGH SCHOOL AUXILIARY CAFETERIA
8:00 P.M.
APRIL 26, 2018**

MINUTES

THE REGULAR MEETING OF THE BOARD BEGAN AT 8:00 P.M. FOLLOWING THE PUBLIC HEARING ON THE 2018-2019 SCHOOL DISTRICT BUDGET.

I. OPENING OF THE MEETING BY THE PRESIDENT

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 January 17, 2018, posted in the Kinnelon Public Library, filed with the Borough Clerk and posted on the District web site.

II. ROLL CALL – Taken at Public Hearing

III. PLEDGE OF ALLEGIANCE – at Public Hearing

IV. ROUTINE MATTERS

A. Approval of Minutes

1. March 15, 2018 – Work Session Meeting Minutes
2. March 22, 2018 – Regular Meeting Minutes

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

V. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

VI. SUPERINTENDENT'S UPDATE

Ms. DiGiuseppe, Superintendent, reported on the following:

- The Intergenerational Prom was a great success. They are considering dinner theater for next year.
- For the 6th year in a row, Kinnelon was recognized by the National Association of Music Merchants (NAMM) – as a Best Community for Music Education.

VII. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

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

Agenda Items #1 through #3 represent the Education Committee's recommendations which were discussed during the Board's Work Session on April 12, 2018. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **semester course** at Kinnelon High School for the 2018-2019 school year:

Dynamics of Health in Society
(Course offers dual credit with Rutgers)

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following Kinnelon High School **textbook** for the 2018-2019 school year:

Dynamics of Health Care in Society, by Roxann Delae

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Field Trips** for the 2017-2018 school year:

Stonybrook School

The Great Swamp

3rd Grade Class

Kinnelon High School

Dorney Park and Performance Site

Musical Festival Performance

Herff Jones Art/Book

Yearbook students

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

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

4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the placement of Student #211580 to attend

Holmstead School, at a rate of \$296.13/day not to exceed \$19,248.45, effective April 16, 2018 through June 30, 2018.

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **full year course** at Kinnelon High School for the 2018-2019 school year:

Physical Science (SC)

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

- B. NEGOTIATIONS COMMITTEE
(Mr. Petruccelli, Mrs. Nogaj-Matteson, Mrs. Gillen-Ruth)

No Action

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

Agenda Items #1 through #10 represent the Personnel Committee's recommendations which were discussed during the Board's Work Session on April 12, 2018. 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, accepts the resignation of **James Lawler** for retirement purposes, effective June 30, 2018.

Mr. DeAlessi and Mr. Nussbaum thanked Mr. Lawler for his dedication to Kinnelon students.

APPOINTMENTS

TRANSFERS

ADDITIONAL ASSIGNMENTS

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Alyssa Hausmann** to attend a 6th Grade Pearl Miller Field Trip to the Liberty Science Center, for an additional 2

hours, 50 minutes, at a rate of \$37.86/hour, not to exceed \$107.14 for the 2017-2018 school year.

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Kerry Lane** for 3 hours to fireproof ceiling tiles and 1 hour and 20 minutes per day for 5 days to work with students to finish their ceiling tile project during lunch periods at Pearl Miller School, at a rate of \$54.58 per hour, not to exceed \$527.24, for the 2017-2018 school year:
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Karen Stroczyński** to administer the PARCC tests and training, 10 hours at a rate of \$46.44, not to exceed \$464.40, for the 2017-2018 school year.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Philadelphia/Gettysburg 8th Grade trip chaperones** for the 2017-2018 school year:

Brian Boardman
Joan Bracken
Ben Contella
Michelle Cromwell
Audrey Davie
Laura Fabsik

Matt Goff
Karen Jeczo
Margaret Maquet
Tara McClain
Teresa McMahon
Peter Monahan

Laura Prall - Nurse
Brian Scanlon
Amy Stickley
Tina Sutphen
Mark Mongon

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Christine Seminerio** as a consultant on May 2, 2018, July 23, 2018 and August 29, 2018, plus any additional dates as needed, at a daily rate of \$460.51, plus reimbursement for parking and travel.

NON-CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS/ LEAVE OF ABSENCE

TRANSFERS

APPOINTMENTS

ADDITIONAL ASSIGNMENTS

7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Carol Sventy** to the position of Support Staff for the Kinnelon After School Enrichment Program Spring Semester at a rate of \$23.60 per hour, 80 hours for a total cost of \$1.888.

8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Jennifer Poehlman**, Para-Professional for 3.5 additional hours of coverage on April 9, 2018 at her contracted hourly rate of \$19.56.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Elaine Siegel**, Para-Professional for an additional 3.58 hours per day effective April 11, 2018 through June 30, 2018 at her contracted hourly rate of \$20.01.

COACHES/SUBSTITUTES/INTERNS/STUDENT TEACHERS/HOME INSTRUCTORS

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Andrew Lipke** as a volunteer band conductor under the supervision of Ryan Stroud May 21, 2018 through June 1, 2018

MOTION BY DR. PRYOR, SECONDED BY MR. DeALESSI TO APPROVE ITEMS #1 THROUGH #10 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items # 11 through #22 were added to the Agenda. They were voted upon as a group.

CERTIFIED STAFF

APPOINTMENTS

11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Jennifer Pechko** to the position of 3rd Grade Long Term Substitute Teacher, at a rate of \$150/day, effective April 5, 2018 through on or about May 11, 2018.
12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Teresa Lewis** to the position of LLD Teacher at Kiel School, B.A. Degree, Step 1, at a salary of \$51,617 (prorated), effective on or about April 30, 2018 through June 30, 2018.
13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Johnna Ellis** to the position of District Deaf and Hard of Hearing Teacher, M.A. Degree, Step 1, at a salary of \$59,767, effective September 1, 2018 through June 30, 2019. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves two full days of transition for **Margaret Callahan**

prior to her April 26, 2018 appointment as a Long Term Learning Consultant at Stonybrook School, at a rate of \$425/day.

NON-CERTIFIED STAFF

RESIGNATIONS

15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Krista Perry**, Para-Professional effective April 9, 2018.

ADDITIONAL ASSIGNMENTS

16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **2018-2019 Custodial/Maintenance Holiday Schedule** as per **Attachment A**
17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Mary Law**, Para-Professional, for an additional one hour, forty-five minutes, at a rate of \$21.39/hour, to attend a Pearl Miller Field Trip to the FunPlex on April 25, 2018.
18. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a \$1,000 boiler license stipend (pro-rated) for **Richard DeMaio**, Part-time Custodian at Kinnelon High School effective April 16, 2018 through June 30, 2018.
19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Kristen Escue**, Para-Professional, for up to an additional 4 hours at a rate of \$23.30/hour, to assist student #220082 during an extra-curricular activity.
20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves all **Para-Professional staff** within the district to be considered as potential **Substitute Teachers** if/when the need arises, at their contracted hourly rates of pay for the 2017-2018 school year.

COACHES/SUBSTITUTES/INTERNS/STUDENT TEACHERS/HOME INSTRUCTORS

21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves college student **Kelly Alaimo** for a 5-day observation at Stonybrook School, under the supervision of Mary Kay Catalano, May 14, 2018 through May 18, 2018.

22. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitute Teachers** at a rate of \$80/\$85/day for 2017-2018 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education:

Catherine Donahue	Substitute Certificate	Kimberly McCloskey	Substitute Certificate
Jamie Kornitzer	Substitute Certificate	John Scialla	Teaching Certificate
Deborah LaFiura	Substitute Certificate	Vincent Scarpelli	Substitute Certificate
Leslie Maier	Substitute Certificate		

MOTION BY DR. PRYOR, SECONDED BY MR. DeALESSI TO APPROVE ITEMS #11 THROUGH #22 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

D. POLICY COMMITTEE
(Mr. DeAlessi, Mr. Petruccelli, Mr. Nussbaum)

Agenda Item #1 represents the Policy Committee's recommendation which was discussed during the Board's Work Session on April 12, 2018.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the **HIB Report** for March/April 2018.

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

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

Agenda Items #1 through #8 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on April 12, 2018. 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 March, 2018.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of March, 2018.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month March, 2018.

4. **Secretary's Certification of Budgetary Line Items**

Pursuant to N.J.S.A. 18A 17-9, I certify that as of April 26, 2018, 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 17/18 9A.

Disbursements paid by EFT #999304 thru #999307 \$1,181,201.65

Total Disbursements for March 29, 2018 \$1,181,201.65

- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 17/18 – 10.

Total Disbursements paid by Computer
Checks #38344 thru #38551 \$1,097,335.01

Disbursements by Hand Check #38343 \$ 2,813.18

Disbursements by EFT #999308 thru #999314 \$1,391,229.78

Total Disbursements for April 26, 2018 \$2,723,887.39

Check #38340 thru #38342 March Hand Checks

Void Check #38224 - \$14,960.12

Void Check #38275 - \$64.52

7. Be it resolved, that the Kinnelon Board of Education, approve the subcontracting of **First Student** routes PreK-1 and PreK-2 to **Jordan (STA) Transportation**, retroactive to April 5, 2018 through June 30, 2018 at no additional cost to the Board.

8. 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 DR. PRYOR, SECONDED BY MR. DeALESSI TO APPROVE ITEMS #1 THROUGH #8 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #9 through #12 were added to the Agenda. They were voted upon as a group.

9. Be it resolved, that the Kinnelon Board of Education in the County of Morris, State of New Jersey, approves membership in the **New Jersey State Interscholastic Athletic Association** for the 2018-2019 school year and adopts as its own policy and agrees to be governed by the Constitution, Bylaws, and Rules and Regulations of the NJSIAA, pursuant to N.J.S.A. 18A:11-3.
10. Be it resolved, that the Kinnelon Board of Education approve an agreement with the **Educational Services Commission of Morris County** for the following **Non-Public Educational Services** for the 2018-2019 school year:

Professional Support Services
Non Public Nursing
Non Public Technology
Non Public Textbook
Non Public Security Aid

11. Be it resolved, that the Kinnelon Board of Education approve a leasing agreement with the **Inclusive Learning Academy**, for the projected amount of \$25,000, for classroom space at Stonybrook School for the 2018-2019 school year.

Note: A representative from the Inclusive Learning Academy was present to answer any questions.

12. Be it resolved, that the Kinnelon Board of Education approve a contract with **CarePlus NJ** for the 2018-2019 school year to provide mental and behavioral health care services for students at a cost not to exceed \$98,000.

MOTION BY DR. PRYOR, SECONDED BY MR. DeALESSI TO APPROVE ITEMS #9 THROUGH #12 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

- F. FACILITIES AND SECURITY COMMITTEE
(Mr. DeAlessi, Mrs. DeAlessi, Mrs. Gillen-Ruth)

No Action

- G. COMMITTEE OF THE WHOLE

No Action

VIII. COMMITTEE REPORTS

- A. Personnel
- Committee is meeting on April 30th.
- B. Education
- Committee met tonight and discussed the new Science Assessment – 100 students in the Junior Class did not participate in PARCC.
- C. Policy
- D. Finance/Budget
- E. Security/Facilities
- Committee met last week.
 - At the June 14th committee meeting they will discuss the Stonybrook garden, High School floor and High School Greenhouse.
- F. Negotiations
- G. Delegates
1. New Jersey School Boards Association
(Mr. Petruccelli)
 2. Morris County School Boards Association
(Mr. DeAlessi)
 3. Legislative Representative
(Mr. DeAlessi)
 4. Morris County Educational Services Commission
- H. Coordinating Committee
(Mr. Nussbaum, Mrs. DeAlessi, Mr. Petruccelli)
- I. Teacher Liaison Committee
(Mrs. Gillen Ruth)
- J. Kamelot
(Mrs. DeAlessi)

K. Student Representative
(Rachel Stuart)

Rachel Stuart reported:

- Gro-Now – 7,000 cabages planted
- There were many donations for the Intergenerational Prom
- Students are getting ready for AP tests

IX. UNFINISHED BUSINESS

None

X. NEW BUSINESS

None

XI. CORRESPONDENCE

None

XII. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

The following comments were made:

- Mr. Kessler asked about internet bandwidth – we have the largest amount allowed.

XIII. BOARD MEMBER COMMENTS

The following comments were made:

- Mr. Petruccelli – The World Language Honor Society was very nice.
- Tri-County is having their induction on May 1st at 7:00
- Mr. Nussbaum – Lacrosse Senior night is tonight
- Mr. DeAlessi – Congratulations to the Music Department. The Intergenerational Prom was fun.
- Dr. Pryor – Prom was great and the students were terrific. Congratulations to the Music Department and congratulations on the Budget.
- Mrs. DeAlessi – Welcomed the Inclusive Learning Academy and congratulated on the Budget.

XIV. ADJOURNMENT

MOTION BY MR. DeALESSI, SECONDED BY DR. PRYOR TO ADJOURN INTO EXECUTIVE SESSION AT 8:30 P.M. TO DISCUSS:

PERSONNEL MATTERS – Non-tenured renewals

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

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

MOTION BY MR. DeALESSI, SECONDED BY DR. PRYOR TO ADJOURN THE MEETING AT 9:30 P.M. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Kerry A. Keane
Board Secretary

REIMBURSEMENT OF EXPENSES APRIL 26, 2018 BOARD MEETING

LOC.	LAST	FIRST	WORKSHOP	WORKSHOP DATE	REGIS.	LODG.	MEALS	MILEAGE	TRAVEL/ AIR/RAIL	PARKING TOLLS	MAXIMUM TOTAL
ADM	Bowers	Amelia	NCTM National Conference (Title IIA Funding)	4/26-27/18	\$ 474.00						\$ 474.00
HS	DelPiano	Jason	Nerd Camp NJ 2018	4/21/18	\$ -						\$ -
HS	Petrucelli	Michael	Winsight Focus Group Conference	4/23/18	\$ -						\$ -
HS	Sassaman	Jenny	Google's Applied Digital Skills Training	5/11/18	\$ -						\$ -
SB	Tenga	Joy	Anxiety in Children and Adolescents	4/25/18	\$ -						\$ -
ADM	Tufaro	Thomas	Elementary Scheduling and PARCC	4/26/18	\$ -						\$ -
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**KINNELON BOARD OF EDUCATION
109 KIEL AVENUE
KINNELON, NEW JERSEY 07405**

TO: All Administrators
Alan Bresett

FROM: Kerry A. Keane, Business Administrator

SUBJECT: 2018-2019 Custodial Holiday Schedule

DATE: April 26, 2018

Listed below is the Holiday Schedule for the 2018-2019 school year.

	<u>HOLIDAY</u>	<u>DATE</u>	<u># OF DAYS</u>
1.	Independence Day (Wednesday)	July 4, 2018	1
2.	Labor Day (Monday)	September 3, 2018	1
3.	NJEA Convention (Thursday)	November 8, 2018	1
4.	NJEA Convention (Friday)	November 9, 2018	1
5.	Thanksgiving Day	November 22, 2018	1
6.	Friday after Thanksgiving	November 23, 2018	1
7.	Christmas Eve (Monday)	December 24, 2018	1
8.	Christmas Day (Tuesday)	December 25, 2018	1
9.	New Year's Eve (Monday)	December 31, 2018	1
10.	New Year's Day (Tuesday)	January 1, 2019	1
11.	Winter Break (Friday)	February 15, 2019	1
12.	Winter Break (Monday)	February 18, 2019	1
13.	Spring Break (Friday)	April 19, 2019	1
14.	Memorial Day (Monday)	May 27, 2019	1
			14

Except for the above stated holidays, all Custodial and Maintenance Staff are expected to work day hours whenever school is not in session. Any exceptions to this policy for Kinnelon High School will be examined on a case by case basis.

Please call me if you have any questions.

C: Diane DiGiuseppe, Superintendent
Principals
Payroll
Jeanne Ratushny, Attendance
Custodial/Maintenance Staff
Steve Racine, KEA President
School Secretaries