

**KINNELON BOARD OF EDUCATION  
REGULAR MEETING  
KINNELON HIGH SCHOOL AUDITORIUM  
7:00 P.M.  
MAY 23, 2023**

**MINUTES**

The Regular Meeting of the Kinnelon Board of Education was held on Tuesday, May 23, 2023 at 7:00 P.M. in the Kinnelon High School Auditorium.

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

Mrs. Jean Donaldson, Board President, called the meeting to order at 7:00 pm 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 January 22, 2023, posted in the Kinnelon Public Library, filed with the Borough Clerk and posted on the District web site.

**II. ROLL CALL**

|              |                                                                                                                                                                                                    |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PRESENT      | Mrs. Jean Donaldson, Board President<br>Mr. Michael Petruccelli, Vice President<br>Mr. Jonathan Eisenmenger<br>Mrs. Dana Leonard<br>Mr. Carl Myers<br>Mrs. Kelly Parrella<br>Mrs. Jennifer Portman |
| ABSENT       | None                                                                                                                                                                                               |
| ALSO PRESENT | Kerry A. Keane, Business Administrator/Board Secretary<br>David C. Mango, Superintendent                                                                                                           |

**III. CLOSED SESSION AS NEEDED**

**MOTION BY MR. EISENMENGER, SECONDED BY MR. PETRUCCELLI TO MOVE THE CLOSED SESSION TO THE END OF THE AGENDA. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

**IV. PLEDGE OF ALLEGIANCE**

**V. ROUTINE MATTERS**

**A. Approval of Minutes**

1. April 25, 2023 Public Budget Hearing
2. April 25, 2023 Regular Meeting Minutes

**MOTION BY MRS. DONALDSON, SECONDED BY MRS. PORTMAN TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

**VI. STUDENT REPRESENTATIVE**

(Kristina Haviland) reported on:

- Kiel
  - The Art Festival took place
  - 2<sup>nd</sup> grade students attended a field trip to Yogi Berra Stadium
  - Move up Day will take place on June 2<sup>nd</sup>
  - Field day is set for June 5<sup>th</sup>
- Stonybrook
  - Art show took place on May 22<sup>nd</sup>
  - Career Day will take place on June 2<sup>nd</sup>
  - Heart to Heart Concert will take place on June 12<sup>th</sup>
- Pearl R. Miller
  - Field Day took place on May 19<sup>th</sup>
  - 8<sup>th</sup> grade trip to Gettysburg
- Kinnelon High School
  - Golf Team placed second
  - Allied Health Program at the County College of Morris

**VII. SUPERINTENDENT'S UPDATE**

**1. District News**

- 23-24 District Dates
  - Curriculum Focus Group - 9/14/23
- 8th Grade Open House - 10/5/23
- Security Forum - 11/6/23
- Special Education Spotlight TBD, August 2023
- Supervisor of Student Services K-12 search
- Administrative Reorganization
  - Vincent Shivas
  - Matthew Arroyo
- ELA Department Chair Positions
- Summer Projects
- NJSBA Strategic Plan Meeting Dates - 9/27/23, 11/2/23, 1/25/24

**2. 2022-2023 Retirements:**

- Karen Butler, 21 Years of Service
- Lorraine DeMaio, 19 Years of Service
- Terry Doremus, 12 Years of Service
- Abbie Gitkin, 11 ½ Years of Service
- Susan MacFarlane, 23 Years of Service
- William Moller, 25 Years of Service
- Laura Prall, 21 Years of Service
- Leslie Wayne, 35 Years of Service

**3. Governor's Teacher of the Year Award:**

- Johnna Ellis, Stonybrook School
- Aileen Florio, Kinnelon High School
- Karen Jeczo, Pearl Miller School
- Joan Molee, Kiel School

**4. Governor's Educational Specialist of the Year Award:**

- Emily Chimmino, Kinnelon High School
- Nancy Hatke, Kiel School
- David Jones, Pearl Miller School
- Marissa Van Vlaanderen, Stonybrook School

5. 6th Grade Band Elementary Honors Band, Bonnie Hendricks, Brian Scanlon and Mark Mongon

6. Intermediate Region Band & MAYO Performing Arts Center Recognition

- Luca Anello-Fiorina, presented by Mark Mongon and Michael Buesser

7. 2021-2022 HIB Grades Report, Rachel Ciottariello

8. Instructional Technology Presentation, Amanda Trobetta

**VIII. COMMITTEE REPORTS**

**A. Finance, Facilities and Security**

(Mrs. Donaldson, Chair)

- Spoke about Pearl R. Miller and the High School technology updates. Security updates will include cameras and a man trap at the Sisco building. Updates and replacements at the High School track. The bleachers will be ready for graduation. Uniform rotations and Security Officers for the Extended School Year Program.

**B. Personnel and Negotiations**

(Mr. Petruccelli, Chair)

**C. Education and Student Activities**

(Mrs. Parrella, Chair)

- Spoke about the transition program at the High School. The new evaluation model, "STRONGE", the Special Education Club and Strategic Planning.

- D. Policy  
(Mr. Eisenmenger, Chair)
  - There are a number of Policies up for a first reading.
- E. Delegates
  - 1. New Jersey School Boards Association  
(Mr. Petruccelli)
    - o Public Relations program and security. The NJSBA conference will take place from October 23<sup>rd</sup> through October 26<sup>th</sup>
  - 2. Morris County School Boards Association  
(Mrs. Leonard)
    - o There was a meeting on May 5<sup>th</sup> and they spoke about The Unsung Hero Award. The new President was introduced and the Trustees were sworn in.
  - 3. Legislative Representative  
(Mr. Eisenmenger)
  - 4. Morris County Educational Services Commission  
(Mrs. Parrella)
- F. Community Relations and KEA Liaison  
(Mr. Petruccelli - Chair)
  - A meeting was held on May 6<sup>th</sup> and the Chief attended.
- G. K-Cares  
(Mrs. Portman)
  - Shared the mission with the Administration
- H. Kinnelon Education Foundation  
(Mr. Myers)
  - Reached out to Ms. Donus about the Kinnelon Education Foundation.

IX. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

X. AGENDA ITEMS

A. FINANCE, FACILITIES AND SECURITY COMMITTEE

(Mrs. Donaldson - Chair, Mr. Eisenmenger, Mr. Myers)

Agenda Items #1 through #20 represents the Finance, Facilities and Security 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 April 2023.
2. Be it resolved, that the Kinnelon Board of Education approve the **Secretary's Report** for the month of April 2023.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of April 2023.

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

Pursuant to N.J.S.A. 18A 17-9, I certify that as of May 23, 2023, 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 22/23 - 11.

**Student Activity Account (Fund 95)**

Total Disbursements paid by check #95052323

Covers actual Ck#10700 thru Ck#10766

\$77,234.68

Transfer to General Account via #523202

\$8,068.95

**Cafeteria Account (Fund 60)**

Total Disbursements paid by

check #601316 thru Ck#601318

\$53,865.49

**Agency Account (Fund 91)**

Total Disbursements paid by ck #911866 thru #911867

#911869 thru #911883, and #913163

\$710,200.61

- b. Be it resolved, that the Kinnelon Board of Education approve the Bill List - File Reference 22/23-10A.

Total Disbursements paid by Computer

Check #51896 thru #51898

\$564,176.86

Total Disbursements paid by

Hand Check #70043023

\$2,904.15

Total Disbursements paid by EFT #999879

thru #999882

\$1,348,785.93

Total Disbursements for March 31, 2023

\$1,915,866.94

- c. Be it resolved, that the Kinnelon Board of Education approve the Bill List - File Reference 22/23-11.

Total Disbursements paid by Computer

Check #51900 thru #52114

|                                                         |                |
|---------------------------------------------------------|----------------|
| (#51899 replaced check #51696)                          | \$795,773.23   |
| Total Disbursements paid by<br>Hand Check #70051523     | \$2,904.15     |
| Total Disbursements paid by EFT #999887<br>thru #999887 | \$1,563,561.92 |
| Total Disbursements for May 23, 2023                    | \$2,362,239.30 |

7. 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, Facilities and Security Attachment A**.
8. Be it resolved, that the Kinnelon Board of Education accepts the **April 2023 Emergency Drill Report**, as per **Finance, Facilities and Security Attachment B**.
9. Be it resolved, that the Kinnelon Board of Education approve the **School Bus Emergency Evacuation Drill Reports** for the 2022-2023 school year.
10. Be it resolved, that the Kinnelon Board of Education accept the **donation** of \$100 to the Kinnelon High School Media Center in memory of former teacher June Reed Bennett.
11. Be it resolved, that the Kinnelon Board of Education approve disposal of the following **obsolete equipment**:

| <u>Item</u>                   | <u>Asset Tag</u> |
|-------------------------------|------------------|
| Bench Press                   | 02690            |
| Bench Press                   | 054770           |
| Preacher Curl Bench           | 054739           |
| Shoulder Press Machine        | 02596            |
| Chest Press/Butterfly Machine | 02595            |
| Shoulder Press Bench          | 02590            |
| Pull Up/Dip Stand             | 054758           |

12. Be it resolved, that the Kinnelon Board of Education approve the **Special Services Physician and Agency Directory** for the 2023-2024 school year, as per **Finance, Facilities and Security Attachment C**.
13. Be it resolved, the Kinnelon Board of Education approve a contract with New Jersey School Boards Association to provide **Strategic Planning 3D Model Renewal** at a cost of \$3,000.
14. Be it resolved, the Kinnelon Board of Education approve the **Stronge Evaluation Systems** for the 2023-2024 school year at a cost of \$36,130.81, as per **Finance, Facilities and Security Attachment D**.
15. Be it resolved, that the Kinnelon Board of Education accept the **donation** of \$2,750 to be used for the Life Skills 19-21 program at Kinnelon High School on behalf of the Gallagher Family Giving Fund.
16. Be it resolved, that the Kinnelon Board of Education renew the agreement with **Acrisure LLC, Polaris Galaxy Group**, for the purposes of **Pooled Insurance Program of New Jersey** for the period of July 1, 2023 through June 30, 2024.
17. Be it resolved, that the Kinnelon Board of Education approve the following **Resolution**:

**WHEREAS**, a number of Boards of Education in various Counties have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

**WHEREAS**, said Pool was approved effective July 1, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

**WHEREAS**, the Bylaws and regulations governing the creation and operation of this Insurance Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

**WHEREAS**, the Board of Education of Kinnelon Public Schools has determined that membership in the Pooled Insurance Program of New Jersey is in the best interest of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Kinnelon Public Schools does hereby agree to join/renew membership in the Pooled Insurance Program of New Jersey and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2023 to June 30, 2026.

**BE IT FURTHER RESOLVED**, that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED**, that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Groups Bylaws and to deliver the same to the Executive Director.

18. **BE IT RESOLVED**, that the Board of Education upon recommendation of the School Business Administrator, Kerry Keane, hereby approve the renewal of the contract with **Maschio's Food Services** for the 2023-2024 school year for the operation of the school food service program.

Be it resolved, that the Kinnelon Board of Education will pay Maschio's Food Services an annual management fee of \$20,009.52, payable in ten monthly installments of \$2,000.95 for the contract period effective July 1, 2023 thru June 30, 2024.

Be it further resolved, that **Maschio's Food Service** guarantees a return of \$14,446.09 including the management fee for the contract period.

19. Be it resolved, that the Kinnelon Board of Education renew the agreement with **IXL Learning** for ELA and Math, for the period of May 16, 2023 through May 16, 2026 at a total cost of \$38,163.

20. Be it resolved, that the Kinnelon Board of Education accept the **donation** of \$10,000 from Tom Issacs to memorialize Louisa Gagliardi and be added to the **Scholarship Fund**. The scholarship will be awarded to two graduating Kinnelon High School seniors. To be eligible, the student should meet the following criteria:

- Have a 3.0 GPA or better
- Be a student athlete
- Demonstrate financial need

**MOTION BY MRS. DONALDSON SECONDED BY MRS. LEONARD TO TABLE #11. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

**MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. LEONARD TO APPROVE ITEMS #1 THROUGH #10 AND #12 THROUGH #20 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

- B. PERSONNEL AND NEGOTIATIONS COMMITTEE**  
(Mr. Petruccelli - Chair, Mrs. Donaldson, Mrs. Portman)



Agenda Items #1 through #14 represents the Personnel and Negotiations Committee's recommendations. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves 60 additional sick days for **Lauren Thomas** to be carried over and added to her sick day bank.
2. The Kinnelon Board of Education, upon recommendation of the Superintendent, approves the Summer Hours, beginning Tuesday, June 20, 2023 through August 29, 2023 as follow:

Full Time Administrative Staff  
Monday through Thursday 8:00 a.m. – 3:30 p.m  
Friday 8:00 a.m. – 12:15 p.m.

Part-Time 12 Month Administrative Staff  
Monday through Thursday 8:00 a.m. – 11:45 a.m.  
Friday 8:00 a.m. – 11:15 a.m.

Part-Time 10 Month Administrative Staff  
Monday through Friday through June 30<sup>th</sup> 4 hours/day

### RESIGNATIONS/RETIREMENTS/LEAVE OF ABSENCE/REDUCTION IN FORCE

3. The Kinnelon Board of Education, upon recommendation of the Superintendent, approves the following for the staff members as indicated below:

|   | School | First Name      | Last Name | Position                           | Type of Leave  | Effective Date | Start date | End Date |
|---|--------|-----------------|-----------|------------------------------------|----------------|----------------|------------|----------|
| 1 | SB     | Theresa         | Doremus   | Part Time Administrative Assistant | Retirement     | 8/1/23         |            |          |
| 2 | KHS    | Patricia        | Pagella   | Paraprofessional                   | Revised Paid   |                | 3/31/23    | 5/2/23   |
| 3 | KHS    | Patricia        | Pagella   | Paraprofessional                   | Revised Unpaid |                | 5/3/23     | 6/30/23  |
| 4 | PRM    | Daniel          | Groschopp | Custodian                          | Paid           |                | 5/22/23    | 6/2/23   |
| 5 | PRM    | Daniel          | Groschopp | Custodian                          | Unpaid FMLA    |                | 6/5/23     | 6/30/23  |
| 6 | KIEL   | Kathleen        | Minervini | Paraprofessional                   | Resignation    | 6/3/23         |            |          |
| 7 | KIEL   | Employee Number | 5556      | Lunch Aide                         | Revised Unpaid |                | 2/15/23    | 5/7/23   |

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|    | School   | First Name | Last Name | Position            | Type of Leave                 | Effective Date | Start date | End Date |
|----|----------|------------|-----------|---------------------|-------------------------------|----------------|------------|----------|
| 8  | SB       | Jenna      | Lodge     | Special Ed Teacher  | Paid Leave (40 sick days)     |                | 8/30/23    | 11/1/23  |
| 9  | SB       | Jenna      | Lodge     | Special Ed Teacher  | Unpaid FMLA Leave             |                | 11/2/23    | 1/25/24  |
| 10 | SB       | Jenna      | Lodge     | Special Ed Teacher  | Unpaid Leave                  |                | 1/26/24    | 6/30/24  |
| 11 | KHS      | David      | Perez     | Custodian           | Resignation                   | 5/16/23        |            |          |
| 12 | District | Denise     | Velez     | ELA Supervisor      | Resignation                   | 6/30/23        |            |          |
| 13 | Kiel     | Rachael    | Parent    | Special Ed Teacher  | Paid LOA (using 14 sick days) |                | 9/26/23    | 10/13/23 |
| 14 | Kiel     | Rachael    | Parent    | Special Ed Teacher  | Unpaid FMLA LOA               |                | 10/16/23   | 1/5/24   |
| 15 | Kiel     | Holly      | Campbell  | First Grade Teacher | Paid LOA (using 77 sick days) |                | 8/30/23    | 12/31/23 |

## APPOINTMENTS

4. The Kinnelon Board of Education, upon recommendation of the Superintendent, approves the **new appointments** and **voluntary transfer** of the following staff members as indicated below for the **2023-2024 school year**.

|   | School   | First Name | Last Name | Position                       | Salary           | Longevity | Total Salary     | Start date | End Date |
|---|----------|------------|-----------|--------------------------------|------------------|-----------|------------------|------------|----------|
| 1 | KHS      | Matthew    | Arroyo    | Assistant Principal            | \$122,241        | \$5,000   | \$127,241        | 7/1/23     | 6/30/24  |
| 2 | District | Vincent    | Shivas    | Supervisor of Special Projects | \$140,433        | \$8,000   | \$148,433        | 7/1/23     | 6/30/24  |
| 3 | District | David      | Dahl      | Bus Driver                     | \$25.74 per hour | \$0       | \$25.74 per hour | 7/1/23     | 6/30/24  |
| 4 | District | Diane      | Longmuir  | Bus Driver                     | \$31.78 per hour | \$935     | \$32.43 per hour | 9/1/23     | 6/30/24  |
| 5 | District | Kevin      | Mandara   | Bus Driver                     | \$26.90 per hour | \$0       | \$26.90 per hour | 9/1/23     | 6/30/24  |

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|   |          |         |          |            |                     |       |                     |        |         |
|---|----------|---------|----------|------------|---------------------|-------|---------------------|--------|---------|
| 6 | District | Barbara | Schad    | Bus Driver | \$26.90<br>per hour | \$0   | \$26.90<br>per hour | 9/1/23 | 6/30/24 |
| 7 | District | Joseph  | Zammit   | Bus Driver | \$24.26<br>per hour | \$0   | \$24.26<br>per hour | 9/1/23 | 6/30/24 |
| 8 | District | Michael | Driscoll | Bus Driver | \$29.28<br>per hour | \$935 | \$29.73<br>per hour | 7/1/23 | 6/30/24 |
| 9 | District | Richard | Nicholas | Bus Driver | \$26.57<br>per hour | \$0   | \$26.57<br>per hour | 9/1/23 | 6/30/24 |

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a revised **Training Level Change & salary adjustment**, retroactive to February 1, 2023 through June 30, 2023, as listed below:

|                                     | Staff Member       | FTE%       | Step | Current Degree | New Degree | Current Base Salary | New Base Salary | Longevity      | Total New Salary |
|-------------------------------------|--------------------|------------|------|----------------|------------|---------------------|-----------------|----------------|------------------|
| 1                                   | Jason DelPiano     | 100%       | 13   | M.A.+30        | M.A.+45    | \$93,012            | \$95,512        | <b>\$2,375</b> | \$97,887         |
| 2                                   | Melissa Mezzadri   | <b>70%</b> | 8    | B.A.+30        | M.A.       | \$46,068            | <b>\$48,518</b> | \$0            | <b>\$48,518</b>  |
| 3                                   | Michelle Steenstra | 100%       | 14   | M.A.           | M.A.+15    | \$93,647            | \$96,647        | <b>\$2,900</b> | \$99,547         |
| <i>Italics indicates a revision</i> |                    |            |      |                |            |                     |                 |                |                  |

6. The Kinnelon Board of Education, upon recommendation of the Superintendent, approves the **revised salaries** for the following staff members as indicated below for the **2023-2024 school year**.

|   | School     | First Name  | Last Name       | Step/<br>Degree      | Base Salary     | Longevity      | Total Salary     | Effective        |
|---|------------|-------------|-----------------|----------------------|-----------------|----------------|------------------|------------------|
| 1 | Kiel       | Amanda      | Alfano          | <b>Step 13, M.A.</b> | \$88,972        | \$0            | <b>\$88,972</b>  | 2023-2024        |
| 2 | PRM        | Michelle    | Cromwell        | Step 14, M.A.+30     | \$101,607       | <b>\$5,450</b> | \$107,057        | 2023-2024        |
| 3 | Kiel       | Lorraine    | Donnelly        | Step 9, <b>M.A</b>   | \$72,472        | \$0            | \$72,472         | 2023-2024        |
| 4 | KHS        | Scott       | Leiter          | Step 14, B.A.+15     | <b>\$99,118</b> | \$2,375        | <b>\$104,493</b> | 2023-2024        |
| 5 | KHS        | Stephanie   | Manco           | Step 14, M.A.        | \$95,607        | <b>\$7,475</b> | \$103,082        | 2023-2024        |
| 6 | SB         | Kelly       | O'Connor        | Step 14, B.A.        | \$88,107        | <b>\$3,925</b> | \$92,302         | 2023-2024        |
| 7 | <b>KHS</b> | <b>Eric</b> | <b>Pederson</b> | <b>Step 2, B.A.</b>  | <b>\$60,972</b> | <b>\$0</b>     | <b>\$60,972</b>  | <b>2023-2024</b> |

|                                     | School | First Name | Last Name | Step/<br>Degree | Base<br>Salary | Longevity | Total<br>Salary | Effective                      |
|-------------------------------------|--------|------------|-----------|-----------------|----------------|-----------|-----------------|--------------------------------|
| 8                                   | PRM    | Laura      | Prall     | Step 14, B.A.   | \$88,107       | \$5,450   | \$93,557        | <b>2023-2024<br/>Rescinded</b> |
| 9                                   | KHS    | Matthew    | Arroyo    |                 | \$117,241      | \$5,000   | \$122,241       | <b>2023-2024<br/>Rescinded</b> |
| <i>Italics indicates a revision</i> |        |            |           |                 |                |           |                 |                                |

## ADDITIONAL ASSIGNMENTS

7. The Kinnelon Board of Education, upon recommendation of the Superintendent, **approves payment** to the following staff members as indicated below:

|    | School | First Name | Last Name    | Position/Event                  | Max<br>Hours | Rate    | Start<br>Date            | End<br>Date |
|----|--------|------------|--------------|---------------------------------|--------------|---------|--------------------------|-------------|
| 1  | Kiel   | Nancy      | Hatke        | PRM Overnight<br>Field Trip     |              | \$1,005 | 2022-2023<br>school year |             |
| 2  | Kiel   | Nancy      | Hatke        | Sub Nurse<br>Coordinator        |              | \$1,500 | 2022-2023<br>school year |             |
| 3  | PRM    | Jennifer   | Barnes-Rizzo | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |
| 4  | PRM    | Ben        | Contella     | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |
| 5  | PRM    | Melissa    | Eckert       | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |
| 6  | PRM    | Bonnie     | Hendricks    | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |
| 7  | PRM    | Jen        | Herbert      | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |
| 8  | PRM    | Matt       | Huppert      | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |
| 9  | PRM    | Margaret   | Maquet       | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |
| 10 | PRM    | Tara       | McClain      | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |
| 11 | PRM    | Linda      | McMurray     | 6th Grade Parent<br>Orientation | 2            | \$58.81 | 6/1/23                   |             |

|                                            | School | First Name | Last Name  | Position/Event                    | Max Hours | Rate                   | Start Date | End Date |
|--------------------------------------------|--------|------------|------------|-----------------------------------|-----------|------------------------|------------|----------|
| 12                                         | PRM    | Mary       | Ransegnola | 6th Grade Parent Orientation      | 2         | \$58.81                | 6/1/23     |          |
| 13                                         | PRM    | Faith      | Vanderzee  | 6th Grade Parent Orientation      | 2         | \$58.81                | 6/1/23     |          |
| 14                                         | KHS    | Nino       | Capra      | Athletic Physicals                | 5         | \$58.81                | 6/1/23     |          |
| 15                                         | KHS    | Laura      | Prall      | Athletic Physicals                | 5         | \$65.94                | 6/1/23     |          |
| 16                                         | KHS    | Katie      | Mahler     | Athletic Physicals                | 7         | \$56.15                | 6/1/23     |          |
| 17                                         | KHS    | Katie      | Mahler     | Summer Athletic Physicals         | 40        | \$57.90                | 2023-2024  |          |
| 18                                         | PRM    | Linda      | McMurray   | Home Instruction, student #221553 | 10        | \$58.81                | 5/10/23    | 5/30/23  |
| 19                                         | PRM    | Melanie    | Lekaj      | Home Instruction, student #221553 | 10        | \$58.81                | 5/2/23     | 5/30/23  |
| 20                                         | PRM    | Laura      | Prall      | *School Nurse                     | 60        | <b>Revised \$65.94</b> | 4/3/23     | 6/19/23  |
| * After school support for student #221646 |        |            |            |                                   |           |                        |            |          |

8. The Kinnelon Board of Education, upon recommendation of the Superintendent, approves the revised **2023 ESY Summer Program Staff** as listed in **Personnel and Negotiations Attachment A**.
9. The Kinnelon Board of Education, upon recommendation of the Superintendent, approves the following **New Job Descriptions** as per **Personnel and Negotiations Attachment B**.

Department Chairperson (ELA/Fine & Performing Arts, K-5)  
Department Chairperson (ELA/Fine & Performing Arts, 6-12)

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

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, **rescinds** the stipend of \$1,005 to **Laura Prall**, Pearl R. Miller Middle School Nurse for the 8th grade overnight trip.
11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitutes** for the **2023-2024** school year:

|    | First Name | Last Name | Position                              | Hourly Rate |
|----|------------|-----------|---------------------------------------|-------------|
| 1  | David      | Munoz     | Substitute/Seasonal Custodial Workers | \$15        |
| 3  | Michael    | Terrulli  | Substitute/Seasonal Custodial Workers | \$15        |
| 4  | Robert     | Dale      | Substitute/Seasonal Custodial Workers | \$15        |
| 5  | Matthew    | Dellapi   | Substitute/Seasonal Custodial Workers | \$15        |
| 6  | Colin      | Nyhuis    | Substitute/Seasonal Custodial Workers | \$15        |
| 7  | Ben        | Contella  | Substitute/Seasonal Custodial Workers | \$18        |
| 8  | Claudia    | Driesse   | Substitute Secretary                  | \$34.79     |
| 9  | Jennifer   | Kish      | Substitute Secretary                  | \$32.70     |
| 10 | Catherine  | Struck    | Substitute Secretary                  | \$32.18     |
| 11 | Elenora    | Wilson    | Substitute Secretary                  | \$32.18     |
| 12 | Michele    | Bordonaro | Substitute Secretary                  | \$15        |
| 13 | Donna      | Buechel   | Substitute Secretary                  | \$15        |
| 14 | Beth       | Carlson   | Substitute Secretary                  | \$15        |
| 15 | Denise     | Kosco     | Substitute Secretary                  | \$15        |
| 16 | Virginia   | Trapani   | Substitute Secretary                  | \$15        |
| 17 | Shan Shan  | Yam       | Substitute Secretary                  | \$15        |
| 18 | Janice     | Zoon      | Substitute Secretary                  | \$15        |
| 19 | Lauren     | Butkovich | Substitute Secretary                  | \$15        |
| 20 | Richard    | Nicholas  | Summer Work                           | \$26.57     |
| 21 | Diane      | Longmuir  | Summer Work                           | \$32.43     |
| 22 | Kevin      | Mandara   | Summer Work                           | \$26.90     |
| 23 | Joseph     | Zammit    | Summer Work                           | \$24.60     |
| 24 | Terry      | Doremus   | Substitute Secretary                  | \$15        |

12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Summer Athletic Team Practice dates** for the **2023-2024** school year.

All Sports voluntary practices - June 12, 2023  
Fall Sports practices - August 1, 2023

13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **PEEC Parent Chaperones** for Stonybrook School, for the 2022-2023 school year as listed below:

|                     |                     |                     |
|---------------------|---------------------|---------------------|
| Anthony Moussa      | John Scicutella     | Nick Kenyon         |
| Brian Becker        | Juan Carlos Almeida | Nick Portella       |
| Bryan Dunst         | Kamal Hashmi        | Paul Dittmeier      |
| Christy Juliano     | Katherine Disla     | Paul Tanis          |
| Courtney Nascimento | Katy Malko          | Robert Deja         |
| Dana Cestone        | Kevin Klesitz       | Sandra Schaeffer    |
| David Gigante       | Kevin Schiro        | Sandra Somohano     |
| Elidiana Cocka      | Kristen Reilly      | Sarah Stovesand     |
| Erik Dean           | Megan Fischbeck     | Steve Pezzetta      |
| Frank pepe          | Merline Albik       | Steven Talbot       |
| Jessica Coelho      | Michael Schofield   | Tabatha Famularo    |
| Jessica Maltese     | Milan Ivosevic      | Tim Wilk            |
| Jillian Tirico      | Mythili Markowski   | Tonianne Piccirillo |
|                     | William Lorenc      |                     |

14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitutes** for the **2022-2023 school year**. This action is pending a successful completion of all required criminal background checks and approval by the New Jersey Department of Education:

|   | First Name | Last Name | Type of Substitute | Rate          |
|---|------------|-----------|--------------------|---------------|
| 1 | Samantha   | Moehrle   | Substitute         | \$125 per day |

**MOTION BY MR. PETRUCCELLI, SECONDED BY MR. EISENMENGER TO APPROVE ITEMS #1 THROUGH #14 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

**C. EDUCATION AND STUDENT ACTIVITIES COMMITTEE**

(Mrs. Parrella - Chair, Mrs. Donaldson, Mrs. Leonard)

Agenda Items #1 through #8 represents the Education and Student Activities Committee's recommendations. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the **Out-of-District Placements** including tuition and additional related services for the 2022-2023 school year as listed on **Education and Student Activities Attachment A**.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **2023 Summer Learning Academy staff**. Salary and planning

hours to be paid from **ESEA and ESSER grant funds**, from July 10, 2023 to July 27, 2023 for grades 1-10.

| Staff Name           | Planning Hours<br>@ \$60.77 | Direct Instruction Hours<br>@ \$60.77 | Total Hours | Total Amount |
|----------------------|-----------------------------|---------------------------------------|-------------|--------------|
| Alfano, Amanda       | 5                           | 32.5                                  | 37.5        | \$2,278.88   |
| Bracken, Joan        | 2.5                         | 32.5                                  | 35          | \$2,126.95   |
| Brown, Cassandra     | 2.5                         | 32.5                                  | 35          | \$2,126.95   |
| Dilenno, Dena        | 5                           | 32.5                                  | 37.5        | \$2,278.88   |
| Goff, Matt           | 5                           | 32.5                                  | 37.5        | \$2,278.88   |
| Herbert, Jennifer    | 2.5                         | 32.5                                  | 35          | \$2,126.95   |
| Keesser, Cristina    | 2.5                         | 32.5                                  | 35          | \$2,126.95   |
| Kolster, Doreen      | 5                           | 32.5                                  | 37.5        | \$2,278.88   |
| McCall, Alexandra    | 2.5                         | 32.5                                  | 35          | \$2,126.95   |
| Steenstra, Michelle  | 5                           | 32.5                                  | 37.5        | \$2,278.88   |
| Sutphen, Tina        | 2.5                         | 32.5                                  | 35          | \$2,126.95   |
| Tadros, Jane         | 5                           | 32.5                                  | 37.5        | \$2,278.88   |
| Tartaglia, Jacquelyn | 2.5                         | 32.5                                  | 35          | \$2,126.95   |
| Vanderzee, Faith     | 2.5                         | 32.5                                  | 35          | \$2,126.95   |

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **2023 Summer Enrichment (Robotics & Barcoding) staff**. Salary and planning hours to be paid from **ESEA and/or ESSER grant funds**.

| SUMMER ENRICHMENT: BARCODING (KHS) 7/24/23 - 7/27/23 |                             |                                       |             |              |
|------------------------------------------------------|-----------------------------|---------------------------------------|-------------|--------------|
| Staff Name                                           | Training Hours<br>@ \$60.77 | Direct Instruction Hours<br>@ \$60.77 | Total Hours | Total Amount |
| John Manning                                         | 5                           | 20                                    | 25          | \$1,519.25   |

| SUMMER ENRICHMENT: ROBOTICS (STONYBROOK) 8/7/23 - 8/11/23 |                             |                                       |             |              |
|-----------------------------------------------------------|-----------------------------|---------------------------------------|-------------|--------------|
| Staff Name                                                | Training Hours<br>@ \$60.77 | Direct Instruction Hours<br>@ \$60.77 | Total Hours | Total Amount |



| SUMMER ENRICHMENT: ROBOTICS (STONYBROOK) 8/7/23 - 8/11/23 |     |      |    |            |
|-----------------------------------------------------------|-----|------|----|------------|
| Laura Gennat                                              | 5.5 | 22.5 | 28 | \$1,701.56 |
| Jenny George                                              | 5.5 | 22.5 | 28 | \$1,701.56 |
| Mimi Naso                                                 | 5.5 | 22.5 | 28 | \$1,701.56 |
| Jodi Petrakian                                            | 5.5 | 22.5 | 28 | \$1,701.56 |

4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Field Trips** for the 2022-2023 school year:

| Event                                    | Dates  | Location                       |
|------------------------------------------|--------|--------------------------------|
| 30th Annual Student Recognition Ceremony | 6/2/23 | Rutgers College Student Center |

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **Ability Awareness Club** at Kinnelon High School to begin with the 2023-2024 school year.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves student #220301 to participate in an **Independent Study in Advanced Digital Imaging** at Kinnelon High School for the spring 2023 semester.
7. The Kinnelon Board of Education, upon recommendation of the Superintendent, approves the following **Evaluation Systems** for the **2023-2024 school year**.
- Stronge, Administrative Evaluation System
  - Stronge, Teacher Evaluation System
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the PRM **ELA Resources** for the **2023-2024** school year as per **Education and Student Activities Attachment B**.

**MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. PORTMAN TO APPROVE ITEMS #1 THROUGH ##8 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

**D. POLICY COMMITTEE**

(Chair - Mr. Eisenmenger, Mrs. Leonard, Mr. Myers)

Agenda Items #1 through #4 represents the Policy Committee's recommendation. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **first reading** of the following policies and regulations:

**Policy:**

- P 2363 Student Use of Privately Owned Technology (Revised)  
P 3216 Dress and Grooming (Revised)

**Policy Alert 230:**

- P 0144 Board Member Orientation and Training (Revised)  
P 2520 Instructional Supplies (M) (Revised)  
P 3217 Use of Corporal Punishment (Revised)  
P 4217 Use of Corporal Punishment (New)  
P 5305 Health Services Personnel (M) (Revised)  
P 5308 Student Health Records (M) (Revised)  
P 5310 Health Services (M) (Revised)  
P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)  
P 6115.04 Federal Funds - Duplication of Benefits (M) (New)  
P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)  
P 7440 School District Security (M) (Revised)  
P 9100 Public Relations (Abolished)  
P 9140 Citizens Advisory Committee (Revised)

**Regulations Alert 230:**

- R 2520 Instructional Supplies (M) (Revised)  
R 5308 Student Health Records (M) (Revised)  
R 5310 Health Services (M) (Revised)  
R 6115.01 Federal Awards/Funds Internal Controls-Allowability of Costs (M) (Revised)  
R 9140 Citizens Advisory Committee (M) (Abolished)

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **second reading and adoption** of the following policies:

**Policy:**

- P5530.1 Random Drug Testing - Revised

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the **HIB Report** reading and/or adoption as listed below through May 2023.

| 1st or 2nd Reading | Incident Date  | School  | Confirmed HIB |
|--------------------|----------------|---------|---------------|
| 1st                | 3/15/23        | KHS #11 | No            |
| 2nd                | 3/20 & 3/21/23 | KHS #12 | No            |

4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the 2021-2022 **School Self-Assessment** for Determining Grades under **Anti-Bullying Bill of Rights Act** for Kiel School, Stonybrook School, Pearl R. Miller School and Kinnelon High School for the period of July 2021 through June 30, 2022.

**MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. PARRELLA TO APPROVE ITEMS #1 THROUGH #4 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

**E. COMMITTEE OF THE WHOLE**

**XI. UNFINISHED BUSINESS**

Discussion: Mr. Eisenmenger asked for an update on the IRS.

**XII. NEW BUSINESS**

- New Date for the October Board Meeting will be October 17, 2023

**MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. PARRELLA TO APPROVE THE NEW BOARD MEETING DATE. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

**XIII. CORRESPONDENCE**

**XIV. PETITIONS AND HEARINGS OF CITIZENS – NON-AGENDA ITEMS**

Mrs. Sutphen, KEA President – Thank you for recognizing the staff! If you add up all the years of services the retirees have had in the District, it equals 167 years!

**XV. BOARD MEMBER COMMENTS**

Mrs. Leonard – Thank you for highlighting the students and staff!

Mr. Myers – Recognition state wide! Good to see the Band Program.

Mr. Eisenmenger – Band Concerts are coming up. Should look into updating the Auditorium.

Mrs. Parrella – Good to see all retirees and Governor's Award winners. The current staff is stepping up.

Mrs. Portman – It is wonderful to be a part of a positive community!

Mr. Petruccelli – Thank you to Mrs. Sutphen for her statements and congratulations to all involved.

Mrs. Donaldson – Grateful to administration and the Board of Education. The future is exciting!

### **III. CLOSED SESSION**

**MOTION BY MR. PETRUCCELLI SECONDED BY MR. EISENMENGER TO BREAK INTO EXECUTIVE SESSION AT 9:06 P.M. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

**MOTION BY MRS. DONALDSON SECONDED BY MR. PETRUCCELLI TO RETURN TO PUBLIC MEETING. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.**

### **XVI. ADJOURNMENT**

**MOTION BY MRS. PARRELLA SECONDED BY MR. EISENMENGER TO ADJOURN THE MEETING AT 9:30 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 MAY 23, 2023 BOARD MEETING

| LOC | LAST | FIRST    | WORKSHOP  | WORK<br>SHOP<br>DATE | REGIS.   | LODG. | MEALS | MILEAGE | TRAVEL/<br>AIR/RAIL | PARKING<br>TOLLS/<br>OTHER | MAXIMUM<br>TOTAL |
|-----|------|----------|-----------|----------------------|----------|-------|-------|---------|---------------------|----------------------------|------------------|
| 1   | CST  | Foster   | Lori      | 4/26/23              |          |       |       |         |                     |                            | \$ -             |
| 2   | KHS  | Iannuzzi | Kerry     | 5/5/23               | \$170.00 |       |       |         |                     |                            | \$ 170.00        |
| 3   | KHS  | Finke    | Stephanie | 5/17/23              |          |       |       |         |                     |                            | \$ -             |
| 4   | KHS  | Manco    | Stephanie | 5/17/23              |          |       |       |         |                     |                            | \$ -             |
| 5   | KHS  | Kane     | Wendy     | 6/5/23               | \$100.00 |       |       |         |                     |                            | \$ 100.00        |
| 6   | KHS  | Kane     | Wendy     | 6/8/23               | \$100.00 |       |       |         |                     |                            | \$ 100.00        |
| 7   |      |          |           |                      |          |       |       |         |                     |                            | \$ -             |
| 8   |      |          |           |                      |          |       |       |         |                     |                            | \$ -             |
| 9   |      |          |           |                      |          |       |       |         |                     |                            | \$ -             |
| 10  |      |          |           |                      |          |       |       |         |                     |                            | \$ -             |

| Security Drills      |                    |                          |                                      |                             |
|----------------------|--------------------|--------------------------|--------------------------------------|-----------------------------|
| April 2023           |                    |                          |                                      |                             |
| <i>Drill Type</i>    | <i>Kiel School</i> | <i>Stonybrook School</i> | <i>Pearl R. Miller Middle School</i> | <i>Kinnelon High School</i> |
| Fire Drill           | 4/28/23            | 4/27/23                  | 4/25/23                              | 4/27/23                     |
| Security Drill       |                    |                          |                                      |                             |
| Active Shooter Drill |                    | 4/15/23                  |                                      |                             |
| Full Lockdown        |                    |                          |                                      |                             |
| Bomb Threat          |                    |                          | 4/28/23                              |                             |
| Evacuation Drill     |                    |                          |                                      |                             |
| Shelter in Place     | 4/20/23            |                          |                                      | 4/25/23                     |

***Kinnelon Public Schools  
Physician and Agency Directory  
Revised 05/15/2023***

**Audiological Services**

Speech and Hearing Associates  
3155 Rt. 10 #212  
Denville, NJ 07834  
\$585.00

**PG Chambers**

Julie Haggerty AT Coordinator  
15 Halko Drive  
Cedar Knolls, NJ 07927  
\$995.00 plus \$86/hour driving

Assistive Technology  
PT Evals

**Bergen County ED. Services**

540 N. Farview Ave.  
Paramus, New Jersey 07652

**Psychiatric Service**

**Dr. Bryan Fennelly, MD**  
8 Shunpike Road  
Madison, NJ 07940  
\$700.00 Psychiatric Evaluation

**Dr. Suckno**  
170 E. Main Street, Ste. 202  
Rockaway, NJ 07866  
\$800.00

**Dr. Moreno, MD, LLC**  
205 Ridgedale Ave  
Florham Park, NJ 07932  
\$700.00

**Platt Psychiatric Assoc. LLC**  
Canfield Office Park  
904 B2-908 A2 Pompton Ave.  
Cedar Grove, New Jersey 07009  
\$750.00

**Dr. Ladov**  
115 Inwood Ave.  
Montclair, NJ 07043  
\$700.00

**Dr. Leslie Nagy, M.D., Psychiatry**  
1029 Teaneck  
Teaneck Road, New Jersey 07666  
Fee: \$750

**Neurologists & Neuro-Developmental Pediatrics**

**Center for Child & Family Development**  
**Dr. Marilyn Ruiz**  
145 Washington Street  
Morristown, New Jersey 07960  
\$675.00

**Morristown Medical Ctr. (Goryeb)**  
**Dr. Selvaggi-Fadden, Dr. Farrell,**  
**Dr. Clemente, Dr. Lankowsky**  
435 South Street - Suites 250  
Morristown, New Jersey 07960  
\$675.00

## Finance, Facilities and Security Attachment C

**St. Joseph's Children's Hospital  
Neuro Developmental Specialists  
Dr. Holahan, Dr. Mallik, Dr. Patel**  
11 Getty Ave.  
Paterson, NJ 07503  
Fee: \$450.00

**Dr. Haran**  
18 Whitewood Drive  
Morris Plains, NJ 07950  
\$650.00

**Dr. Batul S. Ladak, MD**  
50 Market Street, Suite #4  
Saddle Brook, NJ 07663  
Up to 90 min. Evaluations at a charge of \$750.00

**Dr. Jeffrey Kornitzer - Neurologist**  
131 Madison Ave. 3rd Floor  
Morristown, NJ 07960  
Fee: \$550.00

**Dr. L. Hanes & Associates**  
6 Mead Place  
Pompton Plains, NJ 07444

Psychological Evaluation \$450.00  
Educational Evaluation \$450.00

Speech Evaluation \$450.00  
Social History \$450.00

**New Jersey Pediatric  
Neuroscience Institute**  
131 Madison Ave. 3rd Floor  
Morristown, New Jersey 07960  
Fee: \$550.00

**Dr. Marilyn A. Kubichek  
Neurologist**  
256 Columbia Turnpike - Suite 109  
Fee: \$650.00

### **Bilingual Evaluations**

Dr. Andre J. Francois, Ph. D.  
47 Leah Way  
Parsippany, NJ 07054

Fees for all Languages are as follows:  
Psychological Evaluations \$1,100.00  
Educational Evaluations \$1,100.00  
Speech Evaluations \$1,100.00  
Social Evaluations \$1,100.00  
Battelle (BDI) Evaluations \$1,100.00



| <b>Stronge Evaluation Model Cost Comparison</b>                                 |                                                                                                                  |
|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>2023-2024</b>                                                                | <b>Cost</b>                                                                                                      |
| <i>One-Time Frontline Implementation Fee</i>                                    | \$4,250.00                                                                                                       |
| <i>One Time New Staff Orientation</i><br>(Full Day - 6/12)                      | \$3,700.00                                                                                                       |
| <i>One Time Administrative Orientation Training</i><br>(Half Day - 7/19)        | \$2,500.00                                                                                                       |
| Annual Interrater Reliability Training and<br>Recertification (Full Day - 8/14) | \$4,500.00                                                                                                       |
| Turn Key Training for Staff (8/31/23)                                           | One teacher per building (4)<br>x 2 planning hours each @<br>\$60.77/hour as per the KEA<br>Contract<br>\$486.16 |
| Stronge Rubric through Frontline                                                | \$9,296.25                                                                                                       |
| Annual Evaluation Management Subscription<br>through Frontline                  | \$11,398.40                                                                                                      |
| <b>Total Cost</b>                                                               | <b>\$36,130.81</b>                                                                                               |

| Name                   | Position                     | Hours Per Day          | Hourly Rate | Max Stipend     |
|------------------------|------------------------------|------------------------|-------------|-----------------|
| Becker, Heather        | ESY Teacher                  | 5                      | \$60.77     | \$6,988.55      |
| Hanson, Meghan         | ESY Teacher                  | 5                      | \$60.77     | \$6,988.55      |
| Juncosa, Karen         | ESY Teacher                  | 5                      | \$60.77     | \$6,988.55      |
| Moore, Carol           | ESY Teacher                  | 5                      | \$60.77     | \$6,988.55      |
| Lenihan, Samantha      | ESY Teacher                  | 5                      | \$60.77     | \$6,988.55      |
| Bruscino, Colleen      | ESY Teacher                  | 5                      | \$60.77     | \$6,988.55      |
| Ransegnola, Mary       | ESY Teacher                  | 5                      | \$60.77     | \$6,988.55      |
| Varadi, Jennifer       | ESY Teacher                  | 5                      | \$60.77     | \$6,988.55      |
| Donnelly, Lorraine     | PSD Teacher                  | 3                      | \$60.77     | \$4,193.13      |
| Susicke, Jennifer      | PSD Teacher                  | 3                      | \$60.77     | \$4,193.13      |
| Dempsey, Heather       | Preschool Aide               | 3                      | \$22.78     | \$1,571.82      |
| Maher, Margaret        | Preschool Aide               | 3                      | \$22.78     | \$1,571.82      |
| Babets, Natalia        | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Bardales, Jellyn       | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Bressler, Ewa          | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Capers, Robyn          | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Cicenia, Brenda        | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Clarke, Michele        | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Colabella, Anthony     | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Cook, Jill             | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Gomez, Daisy           | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Jones, Dave            | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Kunz-Gorska, Anna      | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Law, Cheryl            | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Mannion, John          | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Nunez, David           | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Ragale, Hayam          | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Rizzo, Nicole          | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Rosato, Mercedes       | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Shapley, Ann           | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Sisco, Donna           | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Tassillo, Courtney     | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Tempio, Jennifer       | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| VanVlaanderen, Marissa | Para-Professional Educator   | 5                      | \$22.78     | \$2,619.70      |
| Jameson, Karen         | Bus Aide                     | 3                      | \$15.00     | \$1,035.00      |
| Lewis, Terry           | Substitute Teacher           | 5                      | \$60.77     | \$6,988.55      |
| Law, Mary              | Substitute Para-Professional | 5                      | \$22.78     | \$2,619.70      |
| DeGroot, Amanda        | Substitute Nurse             | Per Day                | \$145.00    | \$3,335.00      |
| Parent, Rachel         | Supervisor                   | Administrative Stipend | \$7,000.00  | \$7,000.00      |
| Related Service Staff  |                              | Maximum Hours          | Hourly Rate | Maximum Stipend |
| Bott, Carrie           | PT                           | 60                     | \$60.77     | \$3,646.20      |
| Cook, Melissa          | Behaviorist                  | 15                     | \$60.77     | \$911.55        |
| Ellis, Johnna          | Teacher of the Deaf/HH       | 15                     | \$60.77     | \$911.55        |
| Foder, Nicole          | Speech                       | 100                    | \$60.77     | \$6,077.00      |
| Hatke, Nancy           | Nurse (7/5 - 7/21)           | 65                     | \$60.77     | \$3,950.05      |
| Mahler, Katie          | Nurse (7/24 - 8/5)           | 55                     | \$60.77     | \$3,342.35      |
| Struble, Maegann       | OT                           | 65                     | \$60.77     | \$3,950.05      |



## Kinnelon Public Schools

Kinnelon, New Jersey

### Job Description

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**TITLE:** *DEPARTMENT CHAIRPERSON (ELA/FINE AND PERFORMING ARTS, 6-12)*

**QUALIFICATIONS:**

1. Valid New Jersey Instructional Certificate and Subject Area Endorsement
2. NJ Supervisor or Principal Certification
3. Demonstrated knowledge of subject specialty and effective teaching methods
4. Ability to maintain a positive learning environment
5. Strong interpersonal and communication skills
6. Required criminal history background check and proof of U.S. citizenship or legal resident alien status
7. Demonstrated ability to organize time, people, and resources to achieve organizational goals
8. Knowledge of New Jersey Student Learning Standards
9. Experience in curriculum writing and vertical articulation

**REPORTS TO:** Principal/Director of Curriculum, Instruction & Assessment

**FUNCTION:** The Department Chairperson will help to improve the performance of the targeted program by working with the Principal, Director of Curriculum & Instruction and department supervisors to provide support to teachers in improving instruction, and strengthening and increasing effective communication.

**RESPONSIBILITIES:**

1. Teaches classes as designated by building principal
2. Works collaboratively with administration to provide professional development for targeted departments.
3. Works collaboratively with administration and teaching staff in the development, revision, and refinement of curricula offered in targeted departments, specifically providing oversight and review of departmental writing projects before submission to the Department of Curriculum & Instruction.
4. Organizes and conducts vertical articulation meetings among grades 6-12.
5. Provides support to staff in the knowledge of content and implementing instructional strategies in the targeted curriculum.



## Kinnelon Public Schools

Kinnelon, New Jersey

### Job Description

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6. Assists in classes as a peer model and coach of exemplary instructional practice.
7. Works collaboratively with administration and colleagues to assist in efforts to meet goals that implement the vision of growth and change developed by the administration.
8. Serves as a liaison between faculty and building administration for targeted departments regarding concerns, ideas, and materials.
9. Creates the agenda for and facilitates monthly department meetings
10. Shares professional development opportunities concerning workshops, seminars, journals, and internet resources.
11. Inventories department supplies for present and future needs.
12. Coordinates department budget, supplies, and textbooks.
13. Department spokesperson to sales representatives, contest managers, and others.
14. Obtains replacement materials on routine and/or emergency basis.
15. Conducts observations of departmental staff as assigned by the Director of Curriculum, Instruction, and Assessment.
16. Perform all other duties as deemed necessary by the Superintendent of Schools

**TERMS OF  
EMPLOYMENT:**

10-month position with curriculum supervision hours over the summer as needed.

**ANNUAL EVALUATION:**

The performance of this job will be evaluated annually per Achieve NJ State law and the provisions of the board's policy on evaluations.

**APPROVAL DATE:**



## Kinnelon Public Schools

Kinnelon, New Jersey

### **Job Description**

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**TITLE:** *DEPARTMENT CHAIRPERSON (ELA/FINE AND PERFORMING ARTS, K-5)*

**QUALIFICATIONS:**

1. Valid New Jersey Instructional Certificate and Subject Area Endorsement
2. NJ Supervisor or Principal Certification
3. Demonstrated knowledge of subject specialty and effective teaching methods
4. Ability to maintain a positive learning environment
5. Strong interpersonal and communication skills
6. Required criminal history background check and proof of U.S. citizenship or legal resident alien status
7. Demonstrated ability to organize time, people, and resources to achieve organizational goals
8. Knowledge of New Jersey Student Learning Standards
9. Experience in curriculum writing and vertical articulation

**REPORTS TO:** Principal/Director of Curriculum, Instruction & Assessment

**FUNCTION:** The Department Chairperson will help to improve the performance of the targeted program by working with the Principal, Director of Curriculum & Instruction and department supervisors to provide support to teachers in improving instruction, and strengthening and increasing effective communication.

**RESPONSIBILITIES:**

1. Teaches classes as designated by building principal
2. Works collaboratively with administration to provide professional development for targeted departments.
3. Works collaboratively with administration and teaching staff in the development, revision, and refinement of curricula offered in targeted departments, specifically providing oversight and review of departmental writing projects before submission to the Department of Curriculum & Instruction.
4. Organizes and conducts vertical articulation meetings among grades K-5.
5. Provides support to staff in the knowledge of content and implementing instructional strategies in the targeted curriculum.



## Kinnelon Public Schools

Kinnelon, New Jersey

### Job Description

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6. Assists in classes as a peer model and coach of exemplary instructional practice.
7. Works collaboratively with administration and colleagues to assist in efforts to meet goals that implement the vision of growth and change developed by the administration.
8. Serves as a liaison between faculty and building administration for targeted departments regarding concerns, ideas, and materials.
9. Creates the agenda for and facilitates monthly department meetings
10. Shares professional development opportunities concerning workshops, seminars, journals, and internet resources.
11. Inventories department supplies for present and future needs.
12. Coordinates department budget, supplies, and textbooks.
13. Department spokesperson to sales representatives, contest managers, and others.
14. Obtains replacement materials on routine and/or emergency basis.
15. Conducts observations of departmental staff as assigned by the Director of Curriculum, Instruction, and Assessment.
16. Perform all other duties as deemed necessary by the Superintendent of Schools

**TERMS OF  
EMPLOYMENT:**

10-month position with curriculum supervision hours over the summer as needed.

**ANNUAL EVALUATION:**

The performance of this job will be evaluated annually per Achieve NJ State law and the provisions of the board's policy on evaluations.

**APPROVAL DATE:**

| Student # | School Name       | Tuition    | Aide | Aide Cost | Additional Therapy | ESY Incl. in 22-23 Tuition |
|-----------|-------------------|------------|------|-----------|--------------------|----------------------------|
| 221788    | The Calais School | \$6,953.00 | No   | -         | -                  | No                         |

| TITLE                                                                                                                  | AUTHOR                          | TYPE OF TEXT               |
|------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------|
| Language of Literature                                                                                                 | Various                         | Anthology                  |
| Wonder                                                                                                                 | R.J. Palacio                    | Book and film              |
| The Great Gilly Hopkins                                                                                                | Disney                          | Film                       |
| <b>The following are books in the classroom library, available to students during the Social Issues Book Club Unit</b> |                                 |                            |
| Out of My Mind                                                                                                         | Sharon Draper                   | Book                       |
| Blended                                                                                                                | Sharon Draper                   | Book                       |
| Fish in a Tree                                                                                                         | Lynda Mullaly Hunt              | Book                       |
| One for the Murphys                                                                                                    | Lynda Mullaly Hunt              | Book                       |
| Shouting at the Rain                                                                                                   | Lynda Mullaly Hunt              | Book                       |
| The Football Genius Series(Football Genius, Football Champ)                                                            | Tim Green                       | Books                      |
| The Mistfits                                                                                                           | James Howe                      | Book                       |
| Finding Perfect                                                                                                        | Elly Swartz                     | Book                       |
| Short                                                                                                                  | Holly Goldberg Sloan            | Book                       |
| Firegirl                                                                                                               | Tony Abbott                     | Book                       |
| The Track Series (Ghost, Palina, Sunny)                                                                                | Jason Reynolds                  | Books                      |
| Drums, Girl, Dangerous Pie                                                                                             | Jordan Sonnenblick              | Book                       |
| Notes from the Midnight Driver                                                                                         | Jordan Sonnenblick              | Book                       |
| After Ever After                                                                                                       | Jordan Sonnenblick              | Book                       |
| The Science of Breakable Things                                                                                        | Tae Keller                      | Book                       |
| Other Words for Home                                                                                                   | Jasmine Warga                   | Book                       |
| Eggs                                                                                                                   | Jerry Spinelli                  | Book                       |
| Loser                                                                                                                  | Jerry Spinelli                  | Book                       |
| The Warden's Daughter                                                                                                  | Jerry Spinelli                  | Book                       |
| The Crossover, Rebound, Booked                                                                                         | Kwame Alexander                 | Books                      |
| When Stars Are Scattered                                                                                               | Victoria Jamieson, Omar Mohamed | Graphic Novel              |
| Schooled                                                                                                               | Gordon Korman                   | Book                       |
| Mockingbird                                                                                                            | Kathryn Erskine                 | Book                       |
| Rules                                                                                                                  | Cynthia Lord                    | Book                       |
|                                                                                                                        |                                 |                            |
| Scholastic Scope Magazine                                                                                              | Various                         | Print and digital resource |
| Togo                                                                                                                   | Disney                          | Film (nonfiction)          |
| <a href="http://commonlit.org">commonlit.org</a> (Grade 6 resources only)                                              | Various                         | website                    |
| Tuck Everlasting                                                                                                       | Natalie Babbitt, Disney         | Book and film              |
| <b>The following are book available to students during the Fantasy Reading Unit</b>                                    |                                 |                            |
| Eragon                                                                                                                 | Paolini                         | Book                       |
| The Alchemyst                                                                                                          | Scott                           | Book                       |
| School of Good and Evil                                                                                                | Charnele                        | Book                       |
| Seraphina                                                                                                              | Hartman                         | Book                       |
| Five Kingdoms                                                                                                          | Mull                            | Book                       |
| City of Ember                                                                                                          | Duprau                          | Book                       |
| City of Ember, The People of Sparks                                                                                    | Duprau                          | Book                       |
| Ender's Game                                                                                                           | Card                            | Book                       |
| Artemis Fowl                                                                                                           | Colfer/Moreci/Cilpin            | Graphic novel              |
| Miss Peregrine's Home for Peculiar Children                                                                            | Riggs                           | Book                       |
| Doll Bones                                                                                                             | Black                           | Book                       |
| The Golden Compass                                                                                                     | Pullman                         | Graphic novel              |
| The Unwanteds                                                                                                          | McCann                          | Book                       |
| The Apothecary                                                                                                         | Meloy                           | Book                       |
| Impyrium                                                                                                               | Neff                            | Book                       |
| The Sea of Trolls                                                                                                      | Farmer                          | Book                       |
| Savvy                                                                                                                  | Law                             | Book                       |
| Scumble                                                                                                                | Law                             | Book                       |
| The Lion, The Witch and The Wardrobe                                                                                   | C.S. Lewis                      | Book                       |
|                                                                                                                        |                                 |                            |
| Scholastic Action Magazine                                                                                             |                                 | Nonfiction magazine        |
| Various titles from the Who Was/Is and What Was series                                                                 |                                 | Books                      |
| Sadlier Vocabulary Book A                                                                                              |                                 |                            |