

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
KINNELON HIGH SCHOOL AUXILIARY CAFETERIA
8:00 P.M.
MARCH 23, 2017**

MINUTES

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, March 23, 2017 at 8:00 p.m. in the Kinnelon High School Auxiliary Cafeteria.

I. OPENING OF THE MEETING BY THE PRESIDENT

Dr. Marcy Pryor, Board President, called the meeting to order at 8:00 p.m. and read the Meeting Notice.

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provision of the act, the Kinnelon Board of Education has caused notice of this meeting to be published in the Suburban Trends on January 11, 2017, posted in the Kinnelon Public Library, filed with the Borough Clerk and posted on the District web site.

II. ROLL CALL

PRESENT	Marcy Pryor, Board President Michael Petruccelli, Vice President Marianne DeAlessi Jason DeAlessi Jemi Gillen-Ruth Denise Hatch Susan Nogaj-Matteson
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ABSENT	None
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ALSO PRESENT	Kerry A. Keane, Business Administrator/Board Secretary Diane DiGiuseppe, Superintendent Madeline Florio, Student Representative
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III. PLEDGE OF ALLEGIANCE

IV. ROUTINE MATTERS

A. Approval of Minutes

1. February 23, 2017 – Regular Meeting Minutes

MOTION BY MRS. HATCH, SECONDED BY MR. PETRUCCELLI 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 – Spotlight – Middle School Science Teachers (Presentation will be at the next Board Meeting.)

Ms. DiGiuseppe reported on the following:

- Kindergarten registration will be held again on March 29th from 9:00 a.m. to 2:00 p.m.
- Pre-school open house is being held this week.
- Samantha Schaper won the Fresh Perspectives Art Show at the Morris Museum for her pen and ink drawing entitled "Lovers' Eyes.
- The academic Decathlon Team came in 6th place in the state competition.
- If we have no more snow days, May 26th will be given back as a day off.
- The Governor's teacher of the year nominees are:

High School	Jason DelPiano
	Danielle Wysocki
Pearl Miller	Tina Sutphen
	Keri Ann Romano
Stonybrook	Terry Lummer
	Christine Seminerio
Kiel	Valerie Yago
	Joyce Brensinger

VII. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

A. EDUCATION COMMITTEE (Dr. Pryor, Mrs. DeAlessi, Mrs. Gillen-Ruth)

Agenda Items #1 through #3 represent the Education Committee's recommendations which were discussed during the Board's Work Session on March 9, 2017. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **ELS Three-Year Program Plan** (English Language Service) for 2017-2020 school years.

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **field trips** for the 2016-2017 school year:

Kiel School

Rizzo's Wild Life World – Flanders NJ

Stonybrook School

Cedar Crest Village – Riverdale, NJ

Kinnelon High School

State Track Meet - Toms River High School

Certamen Competition - Princeton NJ

Technology Student Association- TCNJ

DECA-ICDC – National Competition, California

NJASC Standards of Excellence Program – Memorial High School

Pearl Miller School

We Day – Radio City Music Hall -NYC

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Curriculum** for the 2016-2017 school year:

Music Grades K-2

Music Grades 3-5

Band Grades 4-5

MOTION BY MRS. DeALESSI, SECONDED BY MRS. HATCH TO APPROVE AGENDA 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, approves payment to **Dr. Katherine Bentley**, Physiatrist, for up to 2 hours of consultation at a rate of \$357 per hour.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts a **\$2,500** donation from Jersey Integrative Health and Wellness/Premium Care Physical Therapy for the purpose of promoting the importance of giving back to the community.

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

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

No Action

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

Agenda Items # 1 through #7 represent the Personnel Committee's recommendations which were discussed during the Board's Work Session on March 9, 2017. They were voted upon as a group.

CERTIFIED STAFF

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **salary adjustments** for the following staff members effective February 1, 2017:

Jon Cataldi	B.A.+15 Degree, Step 10	\$58,580	to	B.A.+30 Degree, Step 10	\$60,580
Jason Del Piano	B.A.+15 Degree, Step 6	\$55,055	to	B.A.+30 Degree, Step 6	\$57,055
Dena Dilenno	B.A. +15 Degree, Step 3	\$53,755	to	M.A. Degree, Step 3	\$59,255
Anna Ellington	M.A. +15 Degree, Step 14	\$87,102	to	M.A. +30 Degree Step 14	\$90,102
Geoffrey Flash	M.A. Degree, Step 14	\$84,102	to	M.A. + 15 Degree, Step 14	\$87,102
Lisa Ludwig	M.A. Degree, Step 5	\$60,055	to	M.A. +15 Degree, Step 5	\$63,055
Brian Scanlon	B.A. +30 Degree, Step 14	\$80,602	to	M.A. Degree, Step 14	\$84,102

RESIGNATIONS/RETIREMENTS

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Beatrice Toohey** for the purpose of retirement, effective June 30, 2017.

APPOINTMENTS

TRANSFERS

LEAVE OF ABSENCE

ADDITIONAL ASSIGNMENTS

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Nino Capra** to conduct CPR/AED workshop for coaching staff, not to exceed 4 hours, at a rate of \$51.15/hour for the 2016-2017 school year.

NON-CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS

APPOINTMENTS

TRANSFERS

LEAVE OF ABSENCE

ADDITIONAL ASSIGNMENTS

4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a total of 10 hours of extra time for **Cathleen Freideman**, Playground/Cafeteria Aide, at her contracted hourly rate of \$11.25 for the 2016-2017 school year.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following **Para-Professional** staff for 3 hours of extra time to attend a field trip on March 30, 2017, at their contracted hourly rate:

Mary Ann King	\$18.94/hour
Gail Weiss	\$22.70/hour

COACHES/SUBSTITUTES/INTERNS

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **James Lawler** to the position of Debate Club Advisor at a stipend of \$1,207 (pro-rated) effective December 1, 2016 through June 30, 2017.
7. 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 2016-2017 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education:

Alyssa D'Amato	Substitute Certificate
Lauren Marden	Teaching Certificate
Timothy Hack	Substitute Certificate

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #1 THROUGH #7 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #8 through #16 were added to the Agenda. They were voted upon as a group.

CERTIFIED STAFF

8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **job description** for the 2016-2017 school year:

Director of Personnel

MOTION BY MR. DeALESSI, SECONDED BY MRS. DeALESSI TO AMEND THE MOTION TO INCLUDE "DIRECTOR OF PERSONNEL" AS PART OF THE MOTION. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

RESIGNATIONS/RETIREMENTS

9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Kyle Kacicz** effective March 21, 2017.

APPOINTMENTS

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, extends the employment contract of **Vicki Grimsley**, Replacement English Teacher at Kinnelon High School, B.A. +15 Degree, Step 1, at a salary of \$53,155 (pro-rated), to on or about April 24, 2017.
11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Adam Grant** to the position of Replacement Special Education Teacher, B.A. Degree, Step 1, at a salary of \$51,155 (pro-rated), effective March 21, 2017 through March 31, 2017.
12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointments of the following as **Bedside Instructors** at a rate of \$51.15/hour for the 2016-2017 school year:

Trevor Johnson

NON-CERTIFIED STAFF

RESIGNATIONS

13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Nicole Lawson** from the position of Para-Professional at Stonybrook School effective on or about April 11, 2017.

LEAVE OF ABSENCE

14.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence for **Lauren Haggart**, Part-Time Administrative Assistant at Kiel School, for the period May 22, 2017 through June 9, 2017 using approximately 14 accumulated sick and personal days, and a Leave of Absence without pay from the period June 10, 2017 through October 13, 2017.

ADDITIONAL ASSIGNMENTS

15.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following Para-Professionals as **Substitute Bus Aides** as needed at their contracted hourly rates:

Jill Bobinski	\$18.94/hour
Anne Smith	\$19.59/hour
Gail Weiss	\$22.70/hour

16.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves extra time for **Jennifer Tempio**, Para-Professional to assist students #180051 and #220864 during spring track meets, not to exceed 61 hours at her contracted hourly rate of \$19.59.

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #8 AS AMENDED AND #9 THROUGH #16 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Item #17 was added to the Agenda,

17.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitute Nurse** at a rate of \$165/day for 2016-2017 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

Barbara Del Sol	Nurses License
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MOTION BY MR. DeALESSI, SECONDED BY MR. PETRUCCELLI TO AMEND THE MOTION CHANGING THE AMOUNT TO \$165/DAY. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. NOGAJ-MATTESON TO APPROVE ITEM #17 AS AMENDED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

D. POLICY COMMITTEE
(Mrs. DeAlessi, Mr. Petrucelli)

Agenda Items #1 through #3 represent the Policy Committee's recommendations which were discussed during the Board's Work Session on March 9, 2017. 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**:

- P1140 Affirmative Action Program
- P1523 Comprehensive Equity Plan
- P1530 Equal Employment Opportunity (M)
- P1550 Affirmative Action Program for Employment & Contract Practices/Employment Practices Plan (M)
- P2200 Curriculum Content (M)
- P2460 Special Education (M)
- P3141 Resignation
- P3159 Teaching Staff Member/School District Reporting Responsibilities
- P3231 Outside Employment as Athletic Coach
- P5350 Pupil Suicide Prevention

- R2460 Special Education
 - R2460.1 Special Education – Location, Identification, and Referral (M)
 - R2460.8 Special Education-Free and Appropriate Public Education (M)
 - R2460.9 Special Education-Transition from Early Intervention Programs to Preschool Programs (M)
 - R2460.15 Special Education – In-Service Training Needs for Professional and Para-Professional Staff (M)
 - R8420.7 Lockdown Procedures (M)
 - R8420.10 Active Shooter (M)

- P2411 Guidance Counseling (M)
- P2423 Bilingual and ESL Education
- P2610 Educational Program Evaluation (M)
- P2622 Student Assessments (M)
- P5750 Equal Educational Opportunity (M)
- P5755 Equality in Educational Programs and Services (M)

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves to **abolish** the following policy and regulation:

- | | |
|---------------------------|---------------------------|
| P3244 In-Service Training | R3244 In-Service Training |
|---------------------------|---------------------------|

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the **HIB Report** for February/March.

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

E. FINANCE COMMITTEE
(Mrs. Hatch, Mrs. Nogaj-Matteson, Mrs. DeAlessi)

Agenda Items #1 through #8 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on March 9, 2017. 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 February 2017.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of February 2017.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of February 2017.
4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, I certify that as of March 23, 2017, 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 16/17 8A.

Disbursements paid by EFT #999163 thru #999166	\$1,107,921.06
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Total Disbursements for February 28, 2017	\$1,107,921.06
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- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 16/17 – 9.

Total Disbursements paid by Computer Checks #35416 thru #35612	\$1,140,172.93
Disbursements by Hand Check #35412 & #35415	\$ 8,943.88
Disbursements by EFT #999167 thru #999173	\$1,581,886.12
Total Disbursements for March 23, 2017	\$2,731,002.93
Void Check #34815	\$ (75.00)
Total Disbursements	\$2,730,927.93

7. Be it resolved, that the Kinnelon Board of Education approve a transportation contract with the **Northern Region Educational Services Commission** for the addition of a bus aide on Route 239B to Windsor Learning Center, effective January 23, 2017 through June 30, 2017 at a cost of \$4,839.12.
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 following amounts:

Rebecca Baskinger	2017 PE Jam	\$ -0-
Dr. Carrie Bott	Pediatric Neurodevelopment Disorders	\$ -0-
Aileen Florio	Teacher's College Workshop ILA8	\$ 72
Dafna Garrahy	DECA/ICDC Conference	\$2412
Monica Gormley	Counselors Observing Wisconsin Schools	\$ 150
Lisa Ludwig	Working with Individuals Impaired by Complex Trauma	\$ -0-
Jeanene McCune	Motivating and Managing Hard to Reach, Uninterested and Disruptive Students(Title II funds)	\$ 225
Mark Mongon	Mental Health Issues Facing 21 st Century Learners Conference	\$ -0-
Lisa Nafash	NJ Association of College Admission Counseling Annual Conference	\$ 225
John Penola	William Paterson University Spring Writers Conf.	\$ 49
Gary Suda	Building Expertise: Educators Conference	\$1701
Dr.Thomas Tufaro	School Visit – LinkIt	\$ -0-

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Denise Velez	Building Expertise: Educators Conference	\$1449
Heather Wolfgang	NNJAPCSC Spring Meeting	\$ -0-

Scott Rosenberg	DAANJ Athletic Directors Annual Conference	\$ 920
Madelaine Travaille	WSSP Protein Modeling Workshop	\$ 63

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

Agenda Item #9 through #11 were added to the Agenda. They were voted upon as a group.

9. **RESOLUTION TO JOIN/RENEW MEMBERSHIP IN THE POOLED INSURANCE PROGRAM OF NEW JERSEY**

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 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 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, 2017 to June 30, 2020.

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 Group's Bylaws and to deliver the same to the Executive Director.

10. Be it resolved, that the Kinnelon Board of Education approve a Joint Transportation Agreement with the **Educational Services Commission of Morris County** for the 2017-2018 school year.
11. Be it resolved, that the Kinnelon Board of Education approve a contract with **The Substitute Service** for the 2017-2018 school year at a cost of \$9,640.80.

MOTION BY MRS. HATCH, SECONDED BY MR. PETRUCCELLI TO APPROVE ITEMS #9 THROUGH #11 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

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

Agenda Item #1 represents the Facilities/Security Committee's recommendation which was discussed during the Board's Work Session on March 9, 2017.

1. Be it resolved, that the Kinnelon Board of Education approve the Heritage Reformed Church as an **evacuation site** for Stonybrook School.

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

G. COMMITTEE OF THE WHOLE

No Action

VIII. COMMITTEE REPORTS

- A. Personnel
 - Committee is meeting on April 27th
- B. Education
 - Committee is meeting prior to the Work Session on April 13th
- C. Policy
 - Mrs. DeAlessi reported on High School random drug testing
- D. Finance/Budget
 - Committee will be meeting in the near future

- E. Security/Facilities
 - Committee is setting up a meeting for April 7th
- F. Negotiations
- G. Delegates
 - 1. New Jersey School Boards Association
 - 2. Morris County School Boards Association
 - Army recruiter is looking for students to sign up
 - There is a 13% decrease in Federal budget for education
 - NARCAN for School nurses
 - RICE notices
 - 3. Legislative Representative
 - 4. Morris County Educational Services Commission
- H. Coordinating Committee
- I. Teacher Liaison Committee
- J. Student Representative
 - Madeline Florio reported on the following:
 - AP Tests
 - Spring sports have started
 - Band/choir concerts
 - School play at High School and Pearl Miller
 - Mr. Kinnelon on March 30th
 - Student Council at PRM is very involved in window decorating
 - Recent concerns about internet

IX. UNFINISHED BUSINESS

None

X. NEW BUSINESS

Mrs. Hatch suggested moving the meetings back to the auditorium beginning with the April 13th meeting.

Discussion was held regarding Pay to Play fees and whether to increase fees. Fees for parking were imposed because it is considered a privilege

XI. CORRESPONDENCE

None

XII. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

Comments were made regarding:

- Possibility of a fencing club because there may be scholarships available. Ms. DiGiuseppe responded that budget constraints preclude another sport.
- The 2% budget cap and that Kinnelon's best asset is its schools.

XIII. BOARD MEMBER COMMENTS

The following comments were made:

- Mr. DeAlessi spoke regarding the 2% budget cap and how it makes it hard but we need to protect instructional time and he also thanked the teachers for attending the meeting tonight.
- Mrs. Hatch also spoke about the 2% budget cap and also commented about the number of teachers present at the meeting.
- Mr. Petruccelli remarked about the 2% budget cap and the negotiations team
- Mrs. DeAlessi encouraged everyone to speak out
- Mrs. Nogaj-Matteson remarked that the band concert was fantastic and that we always want to provide more than just instruction.

XIV. ADJOURNMENT

MOTION BY MRS. DeALESSI, SECONDED BY MR. PETRUCCELLI 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