

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
HIGH SCHOOL AUDITORIUM
DECEMBER 19, 2013**

MINUTES

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, December 19, 2013 at 8:00 p.m. in the Kinnelon High School Auditorium.

I. OPENING OF THE MEETING BY THE PRESIDENT

Dr. Steven Fink, Board President, called the meeting to order at 8:00 p.m. and read the Meeting Notice followed by the Salute to the American Flag.

II. ROLL CALL

PRESENT	Steven Fink, Board President Marianne DeAlessi, Vice President Denise Hatch Michael Petruccelli Marcy Pryor
ABSENT	Brian Davin Katie Stylianou
ALSO PRESENT	Jim Minkewicz, Business Administrator/Board Secretary Diane DiGiuseppe, Superintendent Annie Petrino, Student Representative

III. ROUTINE MATTERS

A. Approval of Minutes

1. Work Session/Regular Meeting – November 21, 2013

MOTION BY MRS. HATCH, SECONDED BY MR. PETRUCCELLI TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

YES	Mrs. DeAlessi Mrs. Hatch Mr. Petruccelli Dr. Fink
-----	--

ABSTAIN	Dr. Pryor
---------	-----------

IV. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

V. SUPERINTENDENT'S UPDATE

Ms. DiGiuseppe reported on the following:

- She thanked Dr. Fink for his service to the Board. Dr. Fink replied that he considered it an honor to serve with the Board.
- Kinnelon graduates all of its students; over 98% rate. We are one of the top ranked school districts in the state.
- The business Department was expanded this year and students went to Met-Life to meet with the New York Giants executives.
- A group of students also went to Wall Street and the New York Stock Exchange.
- Spanish V honor students are teaching Spanish to 4th graders.
- The music holiday programs have been exceptional.
- 54 students inducted into Tri-M music honor society this year.

VI. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

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

Agenda Item #1 represents the Education Committee's recommendation which was discussed during the Board's Work Session on December 12, 2013.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **field trips** for the 2013-2014 school year:

Gloucester Institute of Technology	Swim Team	Kinnelon High School
Kinnelon Animal Shelter		Pearl Miller School
Morristown PAC	Freedom Train Play	Stonybrook School
Montclair State University	Grade 3	Stonybrook School

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

B. NEGOTIATIONS COMMITTEE
(Mrs. Stylianou, Mr. Petruccelli)

No Action

C. PERSONNEL COMMITTEE
(Mr. Petrucelli, Mrs. Hatch, Dr. Pryor)

Agenda Items #1 through #5 represent the Personnel Committee's recommendations which were discussed during the Board's Work Session on December 12, 2013. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Robert Reis** to the position of Interim Principal at Kinnelon High School, at a per diem rate of \$600/day effective on or about January 13, 2014 through June 30, 2014. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the revised co-curricular position for **Robert Costello** to High School Assistant Boys' Basketball Coach, (Step 3 of the Coach's Guide, \$6,358) for the 2013-2014 school year.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Stephanie Prall** to the position of Volunteer Girls Basketball Coach for the 2013-2014 school year.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Bedside Instructors** for the 2013-2014 school year as listed:

Sophie Adams
Katherine Nestor

Ray Danielson
Kevin White

Jackie O'Malley

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitute Teachers** for the 2013-2014 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

Peter Crampton
Jeffrey Glaeser
Maureen Nussman
Robert Yenik

Substitute Certificate
Teaching Certificate
Teaching Certificate
Substitute Certificate

Erica Zoon

Substitute Certificate

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #1 THROUGH #5 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Item #6 through #8 were added to the Agenda. They were voted upon as a group.

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Wesley Waite** to the position of Replacement Special Education Teacher at Kinnelon High School, M.A.+60 Degree, Step 1, at a salary of \$70,135 (pro-rated), effective January 2, 2014 through on or about March 31, 2014. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Katie Adams** to the position of Pearl Miller Play Advisor at a stipend of \$2,250 for the 2013-2014 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Beatrice Toohey** for a sixth period Class (quarters 3 & 4) at a stipend of \$2,250 for the 2013-2014 school year.

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #6 THROUGH #8 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

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

Agenda Item #1 represents the Policy Committee's recommendation which was discussed during the Board's Work Session on December 12, 2013.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the **HIB Report** for December 2013.

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

E. FINANCE COMMITTEE
(Mrs. Hatch, Mrs. Stylianou, Mr. Davin)

Agenda Items #1 through #8 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on December 12, 2013. 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 October 2013.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of October 2013.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of November 2013.

4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, I certify that as of November 30, 2013, 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 13/14 5A.

Disbursements by EFT *#99647 thru #99649
& #996460 \$1,064,695.77

Total Disbursements for November 30, 2013 \$1,064,695.77

*EFT #99646 Void (does not affect total)

- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 13/14 – 6.

Total Disbursements paid by Computer
Checks #27227 thru #27408 \$ 641,498.73

Disbursements by EFT #99645 & 99650 through #99654	\$1,244,074.13
Disbursements by Hand Check #27225 & #27226	\$ 395,306.67
Total Disbursements for December 19, 2013	\$2,280,879.53
Void Check #27207	\$(225.80)
Total Disbursements	\$2,280,653.73

7. Be it resolved, that the Kinnelon Board of Education approve the disposal of the following obsolete equipment:

Laminator in Kiel Library	Asset Tag #02370
Hobart Buffalo Chopper Model 4141	Asset Tag #0849

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:

Keri-Ann Bennett	Self Injurious Behavior in Adolescents & Young Adults	\$ 30
Stephanie Finke	Planned Parenthood – Contraceptive Methods 101	\$ 83
Susan MacFarlane	Self Injurious Behavior in Adolescents & Young Adults	\$ 30
Danielle Wysocki	The Association of Student Assistance Professionals Annual Conference	\$275
Danielle Wysocki	Self Injurious Behavior in Adolescents & Young Adults	\$ 30

Meredith Charles	PARCC Transition and Performance Report	\$ 25
Michael DiBella	Annual Special Education & Mathematics Conference	\$179
Melissa Gurth	Annual Special Education & Mathematics Conference	\$149
Matt Scanlon	PARCC Transition and Performance Report	\$ 25

Diane DiGiuseppe	PARCC Transition and Performance Report	\$ 25
Jodi Mulholland	PARCC Transition and Performance Report	\$ 25
Martha Croley	PARCC Transition and Performance Report	\$ 25
N. LaFergola	PARCC Transition and Performance Report	\$ 25
Lou Caruso	PARCC Transition and Performance Report	\$ 25

Janine Gribbin	Annual Special Education & Mathematics Conference	\$204
Mark Mongon	PARCC Transition and Performance Report	\$ 25
Jodi Mulholland	Annual Special Education & Mathematics Conference	\$179
Christine Seminerio	Annual Special Education & Mathematics Conference	\$179

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.

F. FACILITIES COMMITTEE
(Mr. Davin, Mrs. Hatch)

Agenda Item #1 represents the Facilities Committee's recommendation which was discussed during the Board's Work Session on December 12, 2013.

1. Be it resolved, that the Kinnelon Board of Education approve the Preliminary Eligible Costs (PEC) for the following New Jersey Department of Education **ROD Grants** in the following amounts:

Kinnelon High School Roof - Project #2460-050-14-1001-G04

Total PEC	\$301,245
Grant Amount	\$120,498

Kiel School Roof and Fire Alarm - Project #2460-060-14-1002-G04

Total PEC	\$252,055
Grant Amount	\$100,822

MOTION BY MRS. HATCH, SECONDED BY MRS. DeALESSI 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

VII. COMMITTEE REPORTS

A. Personnel

Mr. Petruccelli reported that the Interim Principal will be starting in January.

B. Education

C. Policy

D. Finance/Budget

Mrs. Hatch reported that principals are working on budgets which are due to the BA tomorrow.

E. Facilities

F. Negotiations

G. Delegates

1. New Jersey School Boards Association
2. Morris County School Boards Association
3. Legislative Representative
4. Morris County Educational Services Commission

H. Coordinating Committee

I. Teacher Liaison Committee

J. KAMELOT

K. Student Representative

Annie Petrino reported on the following:

- Hero campaign was successful, it creates awareness for drunk driving
- Winter concerts were a huge success

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

None

X. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

None

XI. BOARD MEMBER COMMENTS

Comments were made regarding:

- Several members of the Board thanked Dr. Fink for his service to the Board.
- Annie Petrino thanked the Board for welcoming her as the Student Representative.
- Dr. Fink thanked the Board and commented that it was an honor to serve on the Board.

XII. ADJOURNMENT

MOTION BY MRS. HATCH, SECONDED BY MR. PETRUCCELLI TO ADJOURN THE MEETING AT 8:45 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Jim Minkewicz
Board Secretary