

**KINNELON BOARD OF EDUCATION
WORK SESSION/REGULAR MEETING
HIGH SCHOOL AUDITORIUM
NOVEMBER 21, 2013**

MINUTES

The Work Session/Regular Meeting of the Kinnelon Board of Education was held on Thursday, November 21, 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 Brian Davin Denise Hatch Michael Petruccelli Katie Stylianou
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ABSENT	Marcy Pryor
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ALSO PRESENT	Jim Minekwicz, Business Administrator/Board Secretary Diane DiGiuseppe, Superintendent Annie Petrino, Student Representative
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III. ROUTINE MATTERS

A. Approval of Minutes

1. Work Session – October 10, 2013
2. Regular Meeting – October 24, 2013

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

YES	Dr. Fink Mrs. DeAlessi (Abstained on October 10, 2013 minutes) Mr. Davin Mrs. Hatch Mr. Petruccelli
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ABSTAIN	Mrs. Stylianou
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IV. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

Comments were made regarding:

- Artificial Turf concerns:
 - MRSA
 - Disinfectants
 - Ecological balance
 - Defeated referendums
 - Environmental impact
 - Cost offsets with rental income
 - Field maintenance costs
 - Costs of maintaining existing fields vs. turf field
 - Toxic effects
 - Current field conditions are not the best
 - Turf and cancer – does not seem to be an issue
 - Injuries on turf vs. grass

V. SUPERINTENDENT'S UPDATE

- District Student Performance Update - Testing Presentation

Ms. DiGiuseppe and Mrs. Mulholland used a Power Point presentation to explain the current NJ Assessment testing results. Kinnelon is improving in every grade level. Advanced placement was a huge success this year. SAT scores are on the rise. The new PARCC testing will be twice a year at every grade level.

VI. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

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

Agenda Items #1 through #3 represent the Education Committee's recommendations. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the placement of a special education student number 0001901 at the **Inclusive Academy** at a per diem rate of \$302.00 effective on or about October 25, 2013, through June 30, 2014.

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

Community Theater Mayo Pac Morristown NJ

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following Curriculum for the 2013-2014 school year as listed:

Mathematics Grade 6
Spanish Grade 1

MOTION BY MRS. DeALESSI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #1 THROUGH #3 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. Petruccelli, Mrs. Hatch, Dr. Pryor)

Agenda Items #1 through #12 represent the Personnel Committee's recommendations. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Deborah Kniewel** for retirement purposes, effective June 30, 2014.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the request of **Tamara Shtyrkalo** for an extended child rearing leave of absence without pay through June 30, 2014.
3. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the request of **Melanie Olson** for a Disability Leave of Absence, a Family Leave of Absence and a Child Rearing Leave of Absence from the period on or about January 2, 2014 through March 31, 2014.
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Robert Costello** to the

position of Replacement Social Studies Teacher at Kinnelon High School, MA. Degree, Step1, \$57,635 (pro-rated), effective on or about November 13, 2013 through January 21, 2014. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Robert Costello** to the position of Middle School Basketball Coach, Step 3 of the Coaches Guide, at a stipend of \$6,354 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.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Geoff Keehn** to the position of Music Technical Stage Director, at a stipend of \$1,139 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.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Craig Fox** to the position of Game Worker for the 2013-2014 school year.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Ashley Bierman** to the position of Pearl Miller Girls' Basketball Volunteer Coach for the 2013-2014 school year.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the positions of the **Kinnelon After School Enrichment Program** for the 2013 Fall semester as listed on Attachment A.
10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointments of the following **Kinnelon Extended Day Program** for the 2013-2014 school year as listed:

Christine Bednarz	Kid's Korner Aide	\$8.50/hour
Nicolette Covello	Kid's Korner Aide	\$8.50/hour
11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Bedside Instructors** for the 2013-2014 school year as listed:

Karen Herbst

12. 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.

Carol Oxley

Teaching Certificate

Brittany Tiongco-Dee

Teaching Certificate

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

- D. POLICY COMMITTEE
(Mrs. DeAlessi, Mr. Davin, Mr. Petruccelli)

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

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

MOTION BY MRS. DeALESSI SECONDED BY MR. DAVIN 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 #9 represent the Finance Committee's recommendations. 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 September 2013.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of September 2013.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of October 2013.
4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, I certify that as of October 31, 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 4A.

Disbursements by EFT #99626 thru #99629 \$1,084,041.69

Total Disbursements for October 31, 2013 \$1,084,041.69

- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 13/14 4B.

Disbursements by EFT #99622 through #99625 \$ 652,431.27

Total Disbursements for October 30, 2013 \$ 652,431.27

- c. Be it resolved, that the Kinnelon board of Education approves the Bill List-File Reference 13/14 4C.

Disbursements by EFT #99632 through #99633 \$ 1,817.98

Total Disbursements for October 31, 2013 \$ 1,817.98

- d. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 13/14 4D.

Disbursements by EFT #99634 through #99636 \$ 21,551.03

Total Disbursements for October 31, 2013 \$ 21,551.03

- e. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 13/14 – 5.

Total Disbursements paid by Computer
Checks #27036 thru #27224 \$ 607,616.63

Disbursements by EFT #99630 thru #99644 \$1,303,135.47

Disbursements by Hand Check #27033 thru #27035	\$ 9,773.00
Total Disbursements for November 21, 2013	\$1,920,525.10
Void Check #27202	(5,473.00)
Void Hand Check #27034 (does not affect total)	(-0-)
 Total Disbursements	 \$1,915,052.10

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

VHS Recorder	Asset Tag #00601
VHS Recorder	Asset Tag #02396

8. Be it resolved, that the Kinnelon Board of Education approve the school **Bus Emergency Evacuation Drill Reports** for the 2013-2014 school year.
9. 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:

Ray Danielson	AP Latin Workshop	\$508
Susan Frantz	Helicopter Parenting	\$129
Laura Fabsik	Best Practices in Co-Teaching	\$235
Abbie Gitkin	Trending Issues: Information to Streamline the Job of the School Based SLP	\$120
Monica Gormley	Counselor Lecture at Manhattanville College	\$ 31
Karen Jeczo	Best Practices in Co-Teaching	\$235

MOTION BY MRS. HATCH, SECONDED BY MRS. STYLIANOU TO APPROVE ITEMS #1 THROUGH #9 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.

1. Be it resolved, that the Kinnelon Board of Education approve fees, not to exceed \$12,500, for an **engineering report** for the Borough of Kinnelon to determine overall cost for the installation of an artificial turf field at Kinnelon High School.

Discussion:

- Mrs. DeAlessi commented that she has concerns about budget constraints
- Mr. Petruccelli commented that athletics are part of the school experience
- Dr. Fink commented that he is now aware that our own students cannot use the field.
- Mr. Davin commented that weather conditions in the spring determine use of the field. A turf field would increase usage by 20X-30X. Sports involvement helps students get into college.
- Since the property belongs to the school, the town cannot pay for the study according to statute. Prior studies were performed by engineers no longer in business.
- Mr. Rosenberg, Assistant Principal for Athletics, spoke regarding the conditions of the field being unplayable at the end of the season. He spoke about the costs of sending our teams to other fields when our field cannot be used. Most schools in our Conference have turf fields. The costs to maintain the field would be shared with the town and the town has offered to allow the schools to use the rental fees to cover the cost of the engineering report. Everyone would benefit.

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

G. COMMITTEE OF THE WHOLE

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **Statement of Assurance (SOA)** for the Quality Single Accountability Continuum (QSAC) District Performance Review submitted to the New Jersey Department of Education on November 15, 2013.

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

VII. COMMITTEE REPORTS

- A. Personnel
 - Committee wrapping up first round of Principal interviews
- B. Education
- C. Policy
- D. Finance/Budget
- E. Facilities
 - Vendor looking at upgrading phone systems
- F. Negotiations
 - Mrs. Stylianou reported that the Committee held a meeting and will commence with Negotiations in January.
- 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
 - Committee met and discussed safety n SGO's.
- J. KAMELOT
- K. Student Representative

Annie Petrino reported on the following:

 - Spirit donations were made during spirit week, over 5,000 items
 - Sports teams did very well during the fall season
 - Student leadership awards were given to 4 Kinnelon students

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

None

X. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

Comments were made regarding:

- Many comments were made in support of Mr. Scanlon for the Principal position. His achievements as Vice Principal include the I Pad initiative, application for grants, school security and his consistency in dealing with day to day activities.

XI. BOARD MEMBER COMMENTS

Comments were made regarding:

- Dr. Pryor thanked members of the public for attending the meeting and thanked Ms. DiGiuseppe and Mrs. Mulholland for their presentation.
- Mrs. DeAlessi thanked the staff for their comments.
- Dr. Fink thanked Ms. DiGiuseppe and Mrs. Mulholland for their presentation.

XII. ADJOURNMENT

MOTION BY MRS. HATCH, SECONDED BY DR. PRYOR TO ADJOURN THE MEETING AT 10:20 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Jim Minkewicz
Board Secretary

Kinnelon After School Enrichment Program

Fall Semester 2013

November 13, 2013

Name	School & Day	Course	Salary
Artsy Smartsy	Kiel - Thursday	American Girl Club <i>(5 Students @\$120.00)</i>	\$ 600.00
Enrich & Grow Academy	Kiel - Thursday	Science <i>(15 Students @ \$174.00)</i>	\$ 2,610.00
Ferrari, Bernadine	Kiel School - Tuesday Stonybrook - Thursday	Artistic Expressions <i>(\$450.00)</i> Artistic Expressions <i>(\$450.00)</i>	\$ 900.00
Ferrari, Isabella	Kiel School - Tuesday	Artistic Expressions Aide	\$ 90.00
Miller, Christopher	Kiel School - Monday	Traditional Okinawan Karate	\$ 350.00
Sventy, Carol	Kiel	Support Staff <i>(51 hrs @\$23.60 per hr)</i>	\$ 1,203.60
Total Golf Adventures	Kiel - Wednesday Kiel - Tuesday	Tennis <i>(12 Students @\$140.00) (\$1,680.00)</i> Golf <i>(9 Students @\$140.00)(\$1,260.00)</i>	\$ 2,940.00
Weber, Marie	Stonybrook	Support Staff <i>(16.5 hrs @ \$21.00 per hr)</i>	\$ 346.00