

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
HIGH SCHOOL AUDITORIUM
APRIL 25, 2013**

MINUTES

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, April 25, 2013 at 8:00 p.m.

I. OPENING OF THE MEETING BY THE PRESIDENT

Dr. Steven Fink 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 Michael Petruccelli Marcy Pryor Katie Stylianou
ABSENT	Denise Hatch
ALSO PRESENT	Jim Minkewicz, Business Administrator/Board Secretary Diane DiGiuseppe, Interim Superintendent Anthe Stylianou, Student Representative

III. ROUTINE MATTERS

- A. Approval of Minutes
1. Work Session – March 5, 2013
 2. Regular Meeting – March 28, 2013

MOTION BY MR. DAVIN, SECONDED BY MRS. STYLIANOU TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR

IV. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

Comments were made regarding:

#14 on the Personnel Agenda

- Wonderful recommendation to offer Diane DiGiuseppe a contract as Superintendent for the next three years. She is the architect of

educational design and helped Kinnelon achieve #5 ranking in the State.

- Members of the KEA have come to know Diane DiGiuseppe and have been inspired by her. She is a spark in our educational system and they pledge full support for her.

V. INTERIM SUPERINTENDENT 'S UPDATE

Ms. DiGiuseppe reported on the following:

- Mr. Caruso's doctoral thesis has been published
- Kiel and Stonybrook teachers were visited by West Milford teachers
- Stonybrook jazz and choir concert was amazing
- Next meeting there will be a large recognition of High School students

ACHIEVE NJ (Teacher/Principal Evaluation System) Update

Ms. DiGiuseppe gave a presentation about the teacher evaluation system.

Dr. Fink, Board President, commented on Personnel Item #14 – Kinnelon has secured a #1 Superintendent for the next 3 years.

Ms. DiGiuseppe mentioned that School Policies are available on line.

VI. REPORT OF THE INTERIM SUPERINTENDENT - ACTION ITEMS

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

Agenda Items #1 and #2 represent the Education Committee's recommendations which were discussed during the Board's Work Session on April 11, 2013. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, concurs with the placement for special education student number 0001879 at the **Windsor Academy** at a per diem rate of \$286.27 effective April 1, 2013, 2013 through June 30, 2013.
2. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the following **class trips** for the 2012-2013 school year:

Stonybrook School

L'Ecole Museum

Kinnelon

Kinnelon High School

Dorney Park

Pennsylvania

Kinnelon High School
Stonybrook School
Kiel School

State Group Championship
Jazz Festival
Turtleback Zoo

Egg Harbor, NJ
Lincoln Park NJ
West Orange, NJ

MOTION BY DR. PRYOR, SECONDED BY MRS. STYLIANOU TO APPROVE ITEMS #1 AND #2 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #3 was added to the Agenda. It was voted upon as a separately.

3. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the revised **District Nursing Plan** for the 2012-2013 school year.

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

- B. NEGOTIATIONS COMMITTEE
(Mrs. Stylianou, Mr. Petrucelli)

No Action

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

Agenda Items #1 through #8 represent the Personnel Committee's recommendations which were discussed during the Board's Work Session on April 11, 2013. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the appointment of **Kate Pawlikowski** to the position of Speech Language Specialist, M.A. Degree, Step 1, at a salary of \$56,350, effective September 1, 2013 through June 30, 2014.
2. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the transfer of **Jacqueline Ondrof** to Kinnelon High School for the 2013-2014 school year.
3. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the appointment of **Michael Petrucelli** to the position of Varsity Girls' Soccer Coach, Step 1 of the Coaches Guide, at a stipend of \$8,006, for the 2013-2014 school year.

4. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, concurs with the appointment of **Lauryn Gadowski** to the position of Teacher Assistant \$17.80/hour, effective March 11, 2013 through June 30, 2013.
5. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, concurs with the following **Teacher Assistants** increase of hours at their contracted rate of pay, effective April 10, 2013 through June 30, 2013:

Allison Creeden	4.5 hours/day
Karen Crampton	4.5 hours/day

6. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, concurs with the appointment of **Todd LeBlanc** to the position of Custodian at Kinnelon High School at a salary of \$32,040 (pro-rated), Step 3 of the Custodial/Maintenance Guide, effective April 1, 2013 through June 30, 2013.
7. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, concurs with the following **After School** program staff effective April 5, 2013 through June 30, 2013:

Sharamishtha Talpade	KED Aide	\$16.64/hour
Sharamishtha Talpade	Kid's Korner	\$11.00/hour

8. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the appointment of the following **Substitute Teachers** for the 2012-2013 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education:

Tammy Jo Fitzgerald	Teaching Certificate
Robert LaFalce Jr.	Substitute Certificate
Lorraine Wyble	Substitute Certificate
Regina Zucchi	Substitute Certificate

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

Agenda Items #9 though Items #21 were added to the Agenda. They were voted upon as a group.

9. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent accepts the resignation of **Judy Schmidt** for the purpose of retirement, effective June 30, 2013.
10. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent accepts the resignation of **Helena Kafafian** for the purpose of retirement, effective June 30, 2013.
11. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent accepts the resignation of **Rosemarie Kelly** for the purpose of retirement, effective June 30, 2013.
12. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the request of **Corrinne Kalafut** for a Disability Leave of Absence (not to exceed 40 accumulated sick days), a Family Leave of Absence and a Child Rearing Leave of Absence from the period September 1, 2013 through on or about March 3, 2014.
13. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves a Leave of Absence for **Celeste Denman**, effective September 1, 2013 through June 30, 2014.
14. The Kinnelon Board of Education, approves the appointment of **Diane DiGiuseppe** to the position of Superintendent, at an annual salary of \$157,500, effective July 1, 2013 through June 30, 2016.
15. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the appointment of **Christine Minett** to the position of Replacement Science Teacher at Pearl R. Miller School, B.A. Degree, Step 1, at a salary of \$48,850 (pro-rated), effective on or about May 8, 2013 through June 30, 2013.
16. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves a contract extension for **Nicole Sutherland** through June 30, 2013.
17. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves a contract extension for **Amanda Brown**, First Grade Teacher, Kiel School, effective May 6, 2013 through June 30, 2013.
18. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves a contract extension for **Annika Levitt**, Guided Study Teacher, Stonybrook School, effective May 6, 2013 through June 30, 2013.

19. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the following **After School Institute** preparation and presentation, at a rate of \$48.85/hour, for the 2012-2013 school year as listed:

Nancy Bosch	Ten Great Websites You're not Using	1.5/hours
Nancy Bosch	Edline Workshop	1.5/hours

20. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the appointment of **Jeff Myhren** to the position of JV Golf Coach, at a pro-rated stipend of \$2,264.50, for the 2012-2013 school year.

21. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the following **Home Instructors** for the 2012-2013 school year:

Sean Quinn

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. STYLIANOU TO APPROVE ITEMS #9 THROUGH #21 AS PRESENTED. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

YES	Mr. Davin
	Mrs. DeAlessi (voted NO on #14)
	Mr. Petruccelli
	Dr. Pryor (voted NO on #14)
	Mrs. Stylianou
	Dr. Fink

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

Agenda Item #1 represents the Policy Committee's recommendation which was discussed during the Board's Work Session on April 11, 2013.

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

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

Agenda Item #2 was added to the Agenda.

2. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the revision to the 2012-3013 **school calendar** to reflect the following:

Memorial Day Observation – Friday, May 24, 2013 Schools Closed

MOTION BY MRS. DeALESSI, SECONDED BY MR. PETRUCCELLI TO APPROVE ITEM #2 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Item #3 was added to the Agenda.

3. The Kinnelon Board of Education, upon the recommendation of the Interim Superintendent, approves the **first reading** of the following Policies:

Policy #0132	Executive Authority
Policy #2431	Athletic Competition
Policy #2415	No Child Left Behind
Policy #0164	Conduct of Board Meeting

MOTION BY MRS. DeALESSI, SECONDED BY MR. PETRUCCELLI TO APPROVE ITEM #3 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 #7 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on April 11, 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 February, 2013
2. Be it resolved, that the Kinnelon Board of Education approves the **Board Secretary's Report** for the month of February, 2013.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of February, 2013.

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

Pursuant to N.J.S.A. 18A 17-9, I certify that as of March 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 12/13 – 10.

Computer Checks #25758 thru #25881	\$ 916,018.29
Disbursements by EFT #99539 thru #99547	\$1,625,222.72
Total Disbursements for April 25, 2013	\$2,541,241.01

7. Be it resolved, that the Kinnelon Board of Education, upon the recommendation of the Interim 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-or-district workshop/conferences, travel and related expenses not to exceed the following amounts:

Martha Croley	Practical Strategies to Implement the Common Core Mathematics Standards	\$219
Martha Croley	Preparing for Teacher and Principal Evaluation: SGO and Assessments	\$299
Susan Frantz	Developing Positive Emotional Habits	\$ 79
Susan Frantz	Emotional Control, Difficult Personalities	\$ 84
Jodi Mulholland	Columbia University Principal Conference	\$158

Susan Frantz	Motivational Interviewing	\$ 99
Jodi Mulholland	Teacher's College Reading and Writing	\$1,265

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

Agenda Items #8 and #9 were added to the Agenda. They were voted upon as a group.

8. Be it resolved, that the Kinnelon Board of Education approve transportation contracts with **Jordan Transportation** for the following bus routes for the 2013-2014 school year:

SKY 07-08	\$50,169.89
ANW-HS	\$ 6,738.48

9. Be it resolved, that the Kinnelon Board of Education renew a contract with **Aspire Payroll, LLC** for the 2013-2014 school year at a monthly rate of \$5,500.

MOTION BY MRS. STYLIANOU, SECONDED BY MR. DAVIN TO APPROVE ITEMS #8 AND #9 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Item #10 was added to the Agenda.

10. Be it resolved, that the Kinnelon Board of Education authorize submission of the **NCLB 2013 Grant modifications** and acceptance of the funds as approved by the New Jersey Department of Education.

MOTION BY MRS. STYLIANOU, SECONDED BY MR. PETRUCCELLI TO APPROVE ITEM #10 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

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

Agenda Item #1 was added to the Agenda.

1. Be it resolved, that the Kinnelon Board of Education approve a Resolution authorizing the execution and delivery of that certain Amendment and Consent No.1 by this participating series 2011A Local Unit in connection with Tranche II of the **Morris County Improvement Authority's Renewable Energy Program**.

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

VII. COMMITTEE REPORTS

A. Personnel

B. Education

Committee met tonight and discussed:

- Why the elementary report card update won't be completed by the fall
- Approved classroom materials
- Elementary Word Processing/Computer Skills program update – the district will be looking into getting trial memberships to 2 typing programs
- ACHIEVE NJ – tonight's presentation
- Committee was not able to get the 2012-13 K/1st grade enrollment update
- NJ Performance Report and our peer group change
- Discussed weaker areas in the Performance Report (ie. PRM algebra, KHS PSAT/SAT, AP, AP+3), and our virtual high school classes

C. Policy

Committee met earlier this week and discussed:

- Committee reviewed the current tutoring restrictions found in Policy#3230. With a majority approval, the committee accepted the Superintendent's recommendation to leave the restriction as is.
- Developing a Board/Student Liaison Policy

D. Finance/Budget

E. Facilities

- Committee is working on the security survey. County of Morris is assigning a safety representative to assess each school

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

Anthe Stylianou reported on the following:

- Congratulations to the choir and jazz bands
- Congratulations to Dr. Caruso and Dr. Racine
- Students signing up for EDLINE may need assistance
- Carnival is coming up
- AP testing in May

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

None

X. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

Comments were made regarding:

- US News and World Report ranking

Ms. DiGiuseppe reported that the US News and World Report may have some numbers that are inconsistent with actual school data.

XI. BOARD MEMBER COMMENTS

Comments were made regarding:

- Congratulations to the Music Program
- Congratulations to Ms. DiGiuseppe
- Congratulations to the Art Department
- The Board of Education has a great addition by hiring Ms. DiGiuseppe

XII. ADJOURNMENT

MOTION BY DR. PRYOR, SECONDED BY MRS. STYLIANOU TO ADJOURN INTO EXECUTIVE SESSION AT 9:05 P.M. TO DISCUSS:

1. Legal – staff issue
2. Personnel – staffing for 2013-2014
3. Negotiations – contract settlement

MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

THE BOARD RECONVENED IN PUBLIC SESSION AT 10:10 PM.

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

MEETING ADJOURNED.

Respectfully submitted,

Jim Minkewicz
Board Secretary