

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
KINNELON HIGH SCHOOL CAFETERIA
7:00 P.M.
OCTOBER 27, 2016**

MINUTES

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, October 17, 2016 at 7:00 p.m. in the Kinnelon High School Auxiliary Cafeteria.

The Board Members and Public who were present, immediately convened in a Strategic Planning Session.

Dr. Marcy Pryor, Board President, resumed the Regular Board Meeting at 8:15 p.m. and read the Meeting Notice.

I. OPENING OF THE MEETING BY THE PRESIDENT

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 10, 2016, 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 Jessica Barish Brian Davin Marianne DeAlessi Denise Hatch
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ABSENT	Jemi Gillen-Ruth
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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. September 22, 2016 – Work Session/Regular Meeting

MOTION BY MRS. HATCH, SECONDED BY MR. PETRUCCELLI TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY ROLL CALLVOTE WITH ALL PRESENT VOTING IN FAVOR.

V. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

None

VI. SUPERINTENDENT’S UPDATE – State of the District and Strategic Planning

VII. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

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

Agenda Items #1 through #4 represent the Education Committee’s recommendations which were discussed during the Board’s Work Session on October 13, 2016. They were voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, rescinds the 2016-2017 **New York Sport Club (NYSC)** contract in the amount of \$1,480 effective immediately.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a contract with **Lakeland Hills YMCA** for swimming activities on Fridays from September 30, 2016 through December 16, 2016 at a total cost of \$275.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves the following **Field trips** for the 2016-2017 school year:

<u>Kinnelon High School</u>	<u>PRM School</u>
NYC Radio City Music Hall	MD Class – Boonton Lanes
The Bronx Zoo	
The Cloisters	
The Met Museum	
The College of NJ	
4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an agreement with **Lake Drive School** to provide Educational Support Services at a cost of \$150 per hour not to exceed 62 hours a month for the 2016-2017 school year.

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

Agenda Items#5 through #9 were added to the agenda. They were voted upon as a group.

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **Nursing Services Plan** for the 2016-2017 school year.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approve the proposed 2017 **Extended School Year Program** dates of June 26, 2017 through July 28, 2017 with no school on July 4th.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approve payment to the **ARC of New Jersey** for Community Based Vocational Assessment for student #220112 at a rate of \$51 per hour for up to 50 hours for the 2016-2017 school year.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a tuition contract with **Lakeview Learning Center** for student #170465, in the amount of \$395.64 per day effective on or about October 24, 2016 through June 30, 2017.
9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Curriculum** for the 2016-2017 school year:

Environmental Science CP & Foundations	Grade 9
Art 2 CP	Grades 10-12
SC Life Skills ELA	
SC Life Skills Social Studies	

MOTION BY MRS. DeALESSI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #5 THROUGH #9 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Item #10 was added to the Agenda.

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment of \$600 for a follow up **Psychiatric evaluation** by Dr. Platt for student #170465.

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

- B. NEGOTIATIONS COMMITTEE
(Mrs. Barish, Mr. Davin)

No Action

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

Agenda Items #1 through #8 represent the Personnel Committee's recommendations which were discussed during the Board's Work Session on October 13 2016. They were voted upon as a group.

CERTIFIED STAFF

APPOINTMENTS

RESIGNATIONS/RETIREMENTS

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Thomas Shannon** for the purpose of retirement, effective July 1, 2017.

TRANSFERS

LEAVE OF ABSENCE

APPOINTMENTS

ADDITIONAL ASSIGNMENTS

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Maria Fiuza** as a volunteer advisor for the **Animal Activist Club** for the 2016-2017 school year.
3. 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:

Hope Kowalski

4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a \$900 stipend/each for **AM Bus duty** to the following staff effective September 7, 2016 through June 21, 2017:

Jeffrey Myhren

Sean Pasieka

Charleen Scully

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Janine Gribbin** for 3 hour preparation time for September 9, 2016 CPI training in district, at a rate of \$51.15/hour for the 2016-2017 school year.

NON-CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS

APPOINTMENTS

TRANSFERS

LEAVE OF ABSENCE

APPOINTMENTS

ADDITIONAL ASSIGNMENTS

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Kathleen Minervini** as a home programmer, 4-5 hours/week, at a rate of \$51.15 per hour for the 2016-2017 school year.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Christine Dougherty** as a substitute Bus Aide at her contracted hourly rate of \$22.70 for the 2016-2017 school year:

COACHES/SUBSTITUTES

8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **James Dransfield** to the position of Varsity Softball Coach at a stipend of \$8,750 (Step 3 of the Coaches Guide) for the 2016-2017 school year.

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

Agenda Items #9 through #18 were added to the Agenda. They were voted upon as a group.

CERTIFIED STAFF

APPOINTMENTS

9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **salary adjustment** for the following staff members for the 2016-2017 school year as listed on Attachment A.

NON CERTIFIED STAFF

RESIGNATIONS

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Lynn Hutman**, Part-Time Administrative Assistant at Pearl Miller School effective November 11, 2016.

APPOINTMENTS

11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, concurs with the appointment of **Nicole Lawson** to the position Part-Time Para-Professional at Stonybrook School, 4 hours per day at a rate of \$18.94 per hour (Step 1 of the Para-Professionals Guide), effective October 24, 2016 through June 30, 2017. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

ADDITIONAL ASSIGNMENTS

12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment in the amount of \$459 each, to the following teachers for attending **Kindergarten Open House** on August 25, 2016

Annika Levitt
Stacey Poulas
Karen Baker
Holly Campbell

Cathleen McKenna
Nicole Quinn
Nancy Hatke
Joan Molee

COACHES/SUBSTITUTES

13. 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 as listed on Attachment B. This action is pending successful completion of all required

criminal background checks and approval by the New Jersey Department of Education:

Arle Berghorn	Substitute Certificate
Lindsay Bura	Substitute Certificate
Adam Grant	Teaching Certificate
Kimberly Klein	Substitute Certificate
Kelly Lombardo	Substitute Certificate
Lisa Michalowicz	Substitute Certificate
Sandra Nigro	Substitute Certificate
Nicole Rizzo	Substitute Certificate
Kevin Visioli	Substitute Certificate

14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a revised coaching stipend for **Melissa Conklin** Pearl Miller Girls Soccer Coach, to Step 2 of the Coaches Guide at a stipend of \$5,497 for the 2016-2017 school year.
15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Vincent Cordasco** to the position of Assistant Wrestling Coach, Step 1 of the Coaches Guide at a stipend of \$6,340 for the 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.
16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Dave Herman** to the position of Assistant Boys Basketball Coach, Step 3 of the Coaches Guide at a stipend of \$6,664 for the 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.
17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointments of the following **Winter Coaches** for the 2016-2017 school year.

Matt Arroyo	Head Varsity Boys Basketball	Step 3	\$8,750
Jeff Myhren	Head Varsity Ice Hockey	Step 3	\$10,404
Patrick Marcantuono	Assist. Varsity Ice Hockey	<u>Step 3</u>	\$6,584
Brian Broadman	Head Varsity Swimming	Step 3	\$9,121
Jenna Zito	Assist. Varsity Swimming	Step 2	<u>\$6,519</u>
Laura Jacobs	Head Varsity Girls Track	Step 3	\$7,638
Nicholas Gebhardt	Head Varsity Track Coach	Step 3	\$7,638
Eric DiColo	Head Varsity Wrestling	Step 2	<u>\$8,571</u>
Peter Monahan	Assist. Boys Basketball Coach	Step 1	\$6,340
Matt Goff (PRM)	Boys Basketball Coach	Step 3	\$5,664
Wendy Kane (PRM)	Girls Basketball Coach	Step 3	\$5,664

Ben Contella(PRM)

Head Wrestling Coach

Step 3

\$5,664

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

Robert Patlen Jr.

Ice Hockey

Thomas Huber

Ice Hockey

Joe Jacobs

Track

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #1 THROUGH #18 AS PRESENTED.

AFTER MS. DIGIUSEPPE, SUPERINTENDENT, READ A CORRECTION INTO THE MINUTES FOR ITEM #17, AS INDICATED, THE MOTION WAS CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #19 through #21 were added to the Agenda. They were voted upon as a group.

CERTIFIED STAFF

RESIGNATIONS

19.The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Marc Nigro**, effective on or about December 23, 2016.

NON-CERTIFIED STAFF

APPOINTMENTS

20.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Coleen Yamakaitis** to the position of part-time Para-Professional at Kinnelon High School, 3.5 hours per day at a rate of \$18.94 per hour (Step 1 of the Para-Professional Guide) effective on or about November 3, 2016 through June 30, 2017. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

ADDITIONAL ASSIGNMENTS

21.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an additional 50 minutes per day for **Elaine Seigel**, Para-Professional at Kiel School, effective immediately.

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #19 THROUGH #21 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

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

Agenda Item #1 represents the Policy Committee's recommendation which was discussed during the Board's Work Session on October 13, 2016.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the **HIB Report** for September/October 2016.

MOTION LBY 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. Barish, Mrs. DeAlessi)

Agenda Items #1 through #8 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on October 13, 2016. 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 2016.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of September 2016.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of September 2016.
4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, I certify that as of October 27, 2016, 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 3A.

Disbursements paid by EFT #999114 thru #999117 \$1,117,649.28

Total Disbursements for September 30, 2016 \$1,117,649.28

- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 16/17 – 4.

Total Disbursements paid by *Computer Checks #34275 thru #34543 \$1,474,446.93

Disbursements by Hand Check #34271 thru #34274 \$ 2,920.17

Disbursements by EFT #999113, **#999118 thru #999124 \$2,690,153.74

Total Disbursements for October 27, 2016 \$4,167,520.84

*Void Checks #33808, #33873, #33904, #34051 (907.16)

**#999114 thru #999117 appear on Bills Lis #16/17 – 3A

Total Disbursements \$4,166,613.68

7. Be it resolved, that the Kinnelon Board of Education accept a **Grant** in the amount of \$675 from Picatinny Arsenal through Lego Education for use by the Robotics team.

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-or-district workshop/conferences, travel and related expenses not to exceed the following amounts:

Nancy Bosch	NJASL Conference	\$150
Mary Bowers	Identification and Intervention of Anxiety in Schools	\$ 50
Audrey Davie	Helping Readers Understand Levels of Complexity In Nonfiction	\$100
Tara McClain	Yoga and Mindfulness in the Classroom	\$200

Beverly Miller	American Speech and Hearing Assn. National Conference	\$ 85
Amelia Petrocelli	Everyday Math Users Forum	\$ -0-
Amelia Petrocelli	Education Neuroscience	\$ -0-
Christine Prezioso	Identification and Intervention of Anxiety in Schools	\$ 50
Scott Rosenberg	County Athletic Meetings	\$900
Scott Rosenberg	Middle School Athletic Meetings	\$ 30
Scott Rosenberg	National Athletic Director's Conference	\$1595
Jenny Sassaman	Making the Best Use of Technology in Your School Library Program	\$245
Heather Wolfgang	NCTM Regional Conference	\$221
Thomas Tufaro	Are You Future Ready Conference	\$ -0-

Meridith Charles	Anxiety in Children Workshop	\$ -0-
Geoffrey Flash	National Council for the Education in Ceramics Workshop	\$ -0-
Trevor Johnson	AP workshop – Physics C: Electricity and Magnetism and Physics C	\$313
Kelly Kenyon	American Speech Hearing Assn. Conference	\$150
Cynthia Ann Minor	Engaging Seventh Graders with Writing Companion Books about their Books	\$ 65
Joan Molee	A Wake Up Call Day	\$ -0-
Amelia Petrocelli	Building the Curricular Framework Workshop	\$ -0-
Jeanne Ratushny	School Transportation Supervisors Workshop	\$ 10
Mary Jane Smith	Morris County Nurses Assoc. Executive Board Meetings	\$ -0-
Mary Jane Smith	MCSNA Fall Leadership Program	\$ -0-
Madelaine Travaille	NSTA Area Conference	\$206
Thomas Tufaro	Building the Curricular Framework Workshop	\$ -0-
Sharon Woodruff	School Transportation Supervisors Workshop	\$ 10

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 items #9 and #10 were added to the Agenda. They were voted upon as a group.

9. Be it resolved, that the Kinnelon Board of Education approve a Resolution authorizing entering into a cooperative pricing agreement with the **Hunterdon County Educational Services Commission.**

10. Be it resolved, that the Kinnelon Board of Education approve a Resolution authorizing participation in the **Sustainable Jersey for School Small Grant Application** process for the Pearl Miller School and for Stonybrook School.

MOTION BY MRS. HATCH, SECONDED BY MRS. BARISH TO APPROVE ITEMS #9 AND #10 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

- F. SECURITY/FACILITIES COMMITTEE
(Mr. Davin, Mrs. Gillen-Ruth, Mrs. Barish)

Agenda Item #1 represents the Security/Facilities Committee's recommendation which was discussed during the Board's Work Session on October 13, 2016.

1. Be it resolved, that the Kinnelon Board of Education approve submission of the **Comprehensive Maintenance Plan and the M-1** (Annual Maintenance Budget Amount Worksheet) to the New Jersey Department of Education as required by N.J.A.C.6A:26A-3(a)1.

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

- G. COMMITTEE OF THE WHOLE

1. Be it resolved, that the Kinnelon Board of Education approve the **Statement of Assurance for NJ Quality Single Accountability (QSAC)** exemption defined in N.J.A.C. 6A:30-3.1-(a) – (d). and 6A:30-3.2.

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

VIII. COMMITTEE REPORTS

- A. Personnel
- B. Education
- C. Policy
 - Committee is working on the 2017-2018 school calendar
- D. Finance/Budget
- E. Security/Facilities
- F. Negotiations
 - Next meeting on November 7th
- 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. Student Representative – not present at the meeting

IX. UNFINISHED BUSINESS

- Discussion regarding the possibility of starting a Fencing Team – need a business proposal from them

X. NEW BUSINESS

None

XI. CORRESPONDENCE

- Resident request for having off from school for a Jewish Holiday

XII. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

None

XIII. BOARD MEMBER COMMENTS

Comments were made regarding:

- The number of participants in the Strategic Planning Session
- Lack of diversity of participants for Strategic Planning

XIV. ADJOURNMENT

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

MEETING ADJOURNED.

Respectfully submitted,

Kerry A. Keane
Board Secretary

