

**KINNELON BOARD OF EDUCATION
WORK SESSION/REGULAR MEETING
KINNELON HIGH SCHOOL AUXILIARY CAFETERIA
8:00 P.M.
NOVEMBER 17, 2016**

MINUTES

The Work Session/Regular Meeting of the Kinnelon Board of Education was held on Thursday, November 17, 2016 at 8:00 p.m. in the Kinnelon High School Auxiliary Cafeteria.

Dr. Marcy Pryor, Board President, called the meeting to order at 8:00 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 (Arrived at 8:10 p.m.)
 Jemi Gillen-Ruth
 Denise Hatch

ABSENT Marianne DeAlessi

ALSO PRESENT Kerry A. Keane, Business Administrator/Board Secretary
 Diane DiGiuseppe, Superintendent
 Madeline Florio, Student Representative

III. PLEDGE OF ALLEGIANCE

IV. ROUTINE MATTERS

A. Approval of Minutes

1. October 13, 2016 – Work Session Minutes
2. October 27, 2016 – 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 – Stonybrook School Spotlight/District Testing Presentation

Ms. DiGiuseppe reported on the following:

- A student in Mrs. Scully's class, Devon Phillips, wrote an essay that was Morris County's 1st place winner in the Species on Edge Conserve Wildlife Contest.

She then introduced Dr. Thomas Tufaro, Supervisor of Curriculum, Instruction and Assessment who provided the annual testing report with a PowerPoint presentation and entertained questions afterward.

VII. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

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

Agenda Items #1 through #5 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, approves the following **field trips** for the 2016-2017 school year:

Kinnelon High School – Passaic County Courthouse and Jail
Kinnelon High School – Rutgers Busch Campus, Waksman Institute

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

Vocabulary Workshop Level D

Vocabulary Workshop Teacher' Edition

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent approves after school programs for Stonybrook and Pearl Miller School not to exceed 14 weeks for English Language Arts/Literacy and /or Mathematics using **Title I Supplemental Support Programs** for the 2016-2017 school year.

4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the positions of **supplemental instructional staff** for the Supplemental Program at Stonybrook and Pearl Miller School not to exceed 14 weeks, at the rate of \$51.15/hour with a maximum total salaries for instructors not to exceed \$17,500 (\$8,750/school).
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Stephanie Zagoric** to conduct Home Programming for student #220618 at a rate of \$55.00/hour not to exceed 5 hours per week for the 2016-2017 school year.

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.

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

No Action

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

Agenda Items #1 through #26 represent the Personnel Committee's recommendations. They were voted upon as a group.

CERTIFIED STAFF

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a revised longevity stipend for **Lori Bruce** in the amount of \$2,275 retroactive to September 1, 2016.

RESIGNATIONS/RETIREMENTS

APPOINTMENTS

TRANSFERS

LEAVE OF ABSENCE

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a Leave of Absence for **Denise Velez** for the period November 21, 2016 through January 27, 2017 using 40 accumulated sick days and 3 compensation days, and a Leave of

Absence without pay for purposes of child rearing under the New Jersey Family Leave Act from the period January 31, 2017 through August 28, 2017.

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an extended unpaid Leave of Absence for **Kim Ciercielli** until March 31, 2017.

ADDITIONAL ASSIGNMENTS

4. 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 3 hours, at a rate of \$51.15/hour for the 2016-2017 school year.
5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Jenna Zito** to the position of Game Worker for the 2016-2017 school year.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Sara Reinmund** to coordinate and administer CogAT tests at Kiel and Stonybrook Schools at a rate of \$51.15 per hour not to exceed 8 hours for the 2016-2017 school year.
7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following staff member to administer **CogAT tests** at Kiel and Stonybrook schools, at a rate of \$51.15 per hour, not to exceed 3 hours per staff member for the 2016-2017 school year:

Nancy Bosch	Karen Stroczyński	Sona Santagato
Joanne Vanderclouck		

8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **Home Instructors** at a rate of \$51.15/hour for the 2016-2017 school year:

Joan Behonick	Melissa Gurth	Alexander Nafash
Michelle Cromwell	Karen Herbst	Katherine Nestor
Stephanie Fink	James Lawler	Steve Racine
Aileen Florio	Jeanene McCune	Lillian Rizzuto
Eric DiColo	Adam Smith	Joan Bracken

9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following staff as **Library Supervisors** for up to 1 hour per day, as assigned on a rotating

basis by the Principal, at a rate of \$51.15/hour, for the 2016-2017 school year:

Jackie Bagarozza
Jason DelPiano
Monica Gormley
Janine Gribbin

Rosanna Gulla
Katherine Nestor
John Penola
Jamely White

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following staff member for a **6th Period Class** at a stipend of \$1,125/quarter for the 2016-2017 school year.

Melanie Olson	Quarters 2, 3, 4	\$3,375
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11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Hannah Sappio** to the position of Newspaper Advisor at Kinnelon High School, at a stipend of \$1,807 for the 2016-2017 school year.

12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Rosanna Gulla** to the position of After School Detention Supervisor at a rate of \$51.15/hour for the 2016-2017 school year.

13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Michelle Steenstra** for Summer Curriculum work updating the Grade 3 Conquer Math Binder/Curriculum Resource, not to exceed 5 hours at a rate of \$51.15/hour for the 2016-2017 school year.

NON-CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS

APPOINTMENTS

14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Michael Gillen** to the position of part-time Custodian at Kinnelon High School, at a salary of \$16,685(.48 of \$34,761, Step 1 of the Custodial/Maintenance Guide) effective on or about November 21, 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.

15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the **Kinnelon After School Enrichment Program** staff and stipends as listed on Personnel Attachment A.

TRANSFERS

LEAVE OF ABSENCE

ADDITIONAL ASSIGNMENTS

16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following staff as **Library Supervisors** for up to 1 hour per day, as assigned on a rotating basis by the Principal, at their contracted hourly rate, for the 2016-2017 school year;

Julie Puccia	\$27.20/hour
Ann Shapley	\$19.59/hour

17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a pro-rated Boiler License Stipend for **Brandon Napoleone** in the amount of \$667 for the 2016-2017 school year.
18. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Jennifer Tempio**, Para-Professional, to accompany a special education student on a field trip to NYC on December 1, 2016, not to exceed 6 additional hours at her contracted hourly rate of \$19.59.
19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Terry Lewis** as a bus aide for two additional hours per day at her contracted hourly rate of \$21.99 for the remainder of the 2016-2017 school year.

COACHES/SUBSTITUTES/INTERNS

20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a student internship for **Marleen Guillevic** under the supervision of Dr. Carrie Bott from September 2016 through April 2017.
21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves Occupational Therapy Fieldwork experience for **Chelsie Adesso**, from Alvernia University, under the supervision of Maegann Struble, from January 30, 2017 through April 24, 2017.

22.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Jaclyn Kelly** to the position of classroom volunteer at Stonybrook School for the 2016-2017 school year.

23.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **David Jones** to the position of volunteer wrestling coach for the 2016-2017 school year.

24.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:

Tiffany Chung	Teaching Certificate
Melissa Ginsburg	Substitute Certificate
Carly Norman	Substitute Certificate

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

Rebecca Calderone	English Grades 9-12	Kinnelon High School
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26.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approve the following **Substitute Secretary** for the 2016-2017 school year:

Betsy Stagg

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #1 THROUGH #26 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR. MRS. GILLEN-RUTH POINTED OUT THAT SHE WAS NO RELATION TO THE #14 APPOINTMENT.

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

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 October/November 2016.

MOTION BY MRS. BARISH, 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 #11 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 October 2016.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of October 2016.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of October 2016.
4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, I certify that as of November 17, 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 4A.

Disbursements paid by EFT #999125 thru #999128 \$1,094,169.95

Total Disbursements for October 31, 2016 \$1,094,169.95
 - b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 16/17 - 5.

Total Disbursements paid by Computer
Checks #34544 thru #34699 \$ 620,006.58

Disbursements by Hand Check #??????	\$	-0-
Disbursements by EFT #999129 thru #999133	\$	1,431,187.52
Total Disbursements for November 17, 2016	\$	2,051,194.10

7. Be it resolved, that the Kinnelon Board of Education approve the **School Bus Emergency Evacuation Drill Reports** for the 2016-2017 school year.

8. Be it resolved, that the Kinnelon Board of Education approve a pupil transportation jointure agreement with the **West Milford Board of Education** to transport on Kinnelon student to Lakeview Learning Center, Wayne, New Jersey (Route #T-10) retroactive from October 31, 2016 through June 30, 2017, for 150 days, for an annual route cost to Kinnelon of \$11,806.50.

9. Be it resolved, that the Kinnelon approve a contract continuation for use of the **YMCA** pool for classes every Friday from January 6, 2017 through June 9, 2017 at a cost not to exceed \$505.

10. Be it resolved, that the Kinnelon Board of Education approve **Inclusion Training** from Montclair University at a cost of \$1,500 to be paid for with Title II funds.

11. 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:

Ivonne Ciresi	National Reading Recovery & K-6 Literacy Conference (Title II Funded)	\$1484
Ivonne Ciresi	Legal One Webinar – Employee Discipline and Affirmative Action	\$ 40
Lisa Ludwig	Morris County Ed. Partnership Workshop	\$ -0-
Lisa Ludwig	2016 Education for Homeless Children and Youth Statewide Technical Assistance Workshop	\$ -0-
Rebecca Rowe	Functional Behavioral Assessment and Intervention Tools for Elementary Students	\$ -0-
Alan Tedesco	New York Philharmonic Young Peoples Concerts Workshop	\$ -0-
Faith Vanderzee	Reading and Writing Project – Conference Day	\$ 51
Denise Velez	Morris County ELA Supervisor Roundtable	\$ -0-

Lisa Wichman *****	Morris Area Honor Choir Workshop	\$ -0-
Michael Buesser	Annual Training Institute for School Counselors	\$ -0-
Lisa Nafash	Centenary University's Informational Event – Programs for students with learning disabilities	\$ -0-
Valerie Yago	2017 National Reading Recovery and K-6 Literacy Conference (Title II Funded)	\$1347

MOTION BY MRS. HATCH, SECONDED BY MRS. BARISH TO APPROVE ITEMS #1 THROUGH #11 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)

No Action

- G. COMMITTEE OF THE WHOLE

The Committee discussed the following:

- 2017-2018 school calendar
- Proposing 2 additional ½ days for professional development
- Only 4 snow days built into the calendar
- Sending out the proposed calendar for public comment

VIII. COMMITTEE REPORTS

- A. Personnel
- Committee will meet the 1st week in December
- B. Education
- Committee met tonight and discussed:
 - Technology survey to be sent out
 - Moving ahead with Bring Your Own Device
 - World Language update
 - Title I programs
- C. Policy
- D. Finance/Budget
- Committee is meeting on December 6th.
- E. Security/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

- Will meet next Tuesday

- K. Student Representative

Maddie Florio reported on the following:

- High School Spirit Week moved back to January
- After School enrichment is underway

IX. UNFINISHED BUSINESS

- Fencing team – Ok to talk to Butler, Morris Knolls and Livingston about their programs

X. NEW BUSINESS

None

XI. CORRESPONDENCE

None

XII. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

Comments were made regarding:

- Turf referendum defeated in election – does the school have any plans of their own?
- Fencing Program – question about having a mixed team
- Scheduling Rosh Hashanah as a holiday in the school calendar
- Congratulations to the Board of Education winners
- Bring Your Own Device Letter – charging devices and how to bring devices without bags

XIII. BOARD MEMBER COMMENTS

Comments were made regarding:

- Fashion show was great
- Play this weekend
- Thank you to Dr. Tufaro for the testing presentation
- Congratulation to the essay contest winner

XIV. ADJOURNMENT

MOTION BY MRS. HATCH, 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

Kinnelon After School Enrichment Program

Staff Pay - Fall 2016 Semester

November 15, 2016

Name	School & Day	Course	Salary
Artsy Smartsy	Kiel & Stonybrook	As per invoice	\$ 5,814.00
Dwayne, Lauren	Stonybrook	Musical Theater	\$ 500.00
AlphaBest	Tuesday	Robotics -17 Students @\$160.00	\$ 2,720.00
Ferrari, Bernadine	Kiel - Tuesday Stonybrook - Thursday	Artistic Expressions (\$6.50.00) Artistic Expressions (\$650.00)	\$ 1,300.00
Modersohn, Sandra	KASE Program Enrollment and Instructor Co-ordinator		\$ 2,000.00
Snakes & Scales	Kiel Tuesday	Animal Encounters (9 Students @120.00)	\$ 1,080.00
Sventy, Carol	Kiel - Mon - Thur	Support Staff: (64 hours @ \$23.60/ hour) (8 hours per week for 8 weeks)	\$ 1,510.40
Weber, Marie	Stonybrook Mon - Thur	Support Staff: (5 hours @ \$21.00 / hour)	\$ 105.00
TGA Golf	Kiel - Tuesday	Golf (6 Students @ \$144.00)	\$ 864.00