

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
KINNELON HIGH SCHOOL AUDITORIUM
8:00 P.M.
FEBRUARY 25, 2016**

MINUTES

The Regular Meeting of the Kinnelon Board of Education was held on Thursday, February 25, 2016 at 8:00 p.m. in the Kinnelon High School Auditorium.

I. OPENING OF THE MEETING BY THE PRESIDENT

Dr. Marcy Pryor, Board President, called the meeting to order at 8:04 p.m. and read the Meeting Notice.

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
Jemi Gillen-Ruth
Denise Hatch

ABSENT

None

ALSO PRESENT

Kerry A. Keane, Business Administrator/Board Secretary
Diane DiGiuseppe, Superintendent
Riyan Kabir, Student Representative

III. PLEDGE OF ALLEGIANCE

IV. ROUTINE MATTERS

A. Approval of Minutes

1. January 5, 2016 – Reorganization Meeting

2. January 5, 2016 – Work Session Meeting
3. January 28, 2016 – Work Session/Regular Meeting

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. BARISH 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. SCHOOL SPOTLIGHT

Dr. Pryor, Board President, read a list of all staff members being recognized.

Diane DiGiuseppe, Superintendent, presented a background program about the Governor's Teacher of the Year Award.

Kinnelon's Educators of the Year:

Kiel School

Mrs. Deborah Reinhardt, 2nd Grade Teacher

Mrs. Terry Lewis, Paraprofessional

Pearl Miller Middle School

Mrs. Teresa McMahon, Special Education Teacher

Mrs. Lisa Nafash, LDTC

Kinnelon High School

Mrs. Jackie Bagarozza, Math Teacher

Mr. Michael Buesser, School Counselor

Mr. Gary Suda, Kinnelon High School Principal, spoke about Mr. Buesser and Mrs. Bagarozza.

Mr. Mongon, Pearl Miller Middle School Principal, introduced Mrs. Nafash and Mrs. McMahon.

Mrs. Ciresi, Kiel School Principal, was not able to be present but she prepared a power-point presentation about Mrs. Reinhardt and Mrs. Lewis which was shown to all present at the meeting.

Mrs. DiGiuseppe, Superintendent, also reported on the following:

- Mrs. Wichman, Music Teacher at Pearl Miller Middle School, has reported that the PRM choir is doing great things this year.
- Stonybrook Newspaper

- There are 2 competitions taking place at the High School. DECA and Mock Trial both did very well this year.
- Melissa Leone's artwork was used on the cover of the Morris County Manual this year which is a great honor.
- Cheerful Heart Missions

VII. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

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

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

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the following **field trips** for the 2015-2016 school year:

Kinnelon High School

DECA State Competition – Cherry Hill, NJ
NJSIAA Wrestling Championship – Atlantic City, NJ

Princeton University – Certamen Competition
Kimmell Center for Perf. Arts, Philadelphia Pa
Brookdale Park, Montclair – Special Olympics Event

Pearl Miller School

Boonton Lanes – Life Skills Class

Ukrainian Cultural Center -
Whippany NJ

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.

Agenda Item # 2 was added to the Agenda.

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

AP Physics 1 – Grades 11-12
Environmental Science CP – Grade 9

Science Research – Grades 9-12

MOTION BY MRS. DeALESSI, SECONDED BY MRS. HATCH 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 Superintendent and Board Attorney, accepts a **settlement agreement** for student number 0002037 in the amount of \$10,000 for 2015-2016, \$10,000 for 2016-2017 and \$20,000 for 2017-2018 school years, payable to the student's

parents upon presentation to the Business Office of proof of payment of tuition monies to Oxford Academy.

MOTION BY MRS. DeALESSI, SECONDED BY MRS. BARISH TO APPROVE ITEM #3 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 #13 represent the Personnel Committee's recommendations. They were voted upon as a group.

CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS

LEAVE OF ABSENCE

APPOINTMENTS

ADDITIONAL ASSIGNMENTS

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Lori Schager**, for preparation for MLK In-Service, not to exceed 45 minutes, at a rate of \$51.15/hour for the 2015-2016 school year.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Kerry Lane** for extra time to attend the MLK In-service, not to exceed 2 hours at her contracted hourly rate of \$53.48 for the 2015-2016 school year.
3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff members who provide **supplemental instruction** under the Title I Sub-Grant at a rate of \$51.15/hour:

Jane Tadros	3 hours/week at \$51.15 for 16 weeks = \$2,455.20
Karen Stoczynski	4 hours/week at \$51.15 for 16 weeks = \$3,273.60

Dawn O'Connell 2 hours/week at \$51.15 for 16 weeks = \$1,636.80
 Valerie Yago 2 hours/week at \$51.15 for 16 weeks = \$1,636.80

NON-CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS

LEAVE OF ABSENCE

APPOINTMENTS

4. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Kim Urba-Johansen** to the position of Musical Choreographer at Kinnelon High School, at no cost to the Board, for the 2015-2016 school year.

ADDITIONAL ASSIGNMENTS

5. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves adjusted contracted hourly rates for the following **Substitute Secretaries**:

Andrea Hall	\$28.51
Tina LaTorre	\$30.30
Virginia Trapani	\$28.51

6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following staff for up to 4 hours of extra time for **Kindergarten Registration** on February 17, 2016, at their contracted hourly rates:

Anna Blumenstyk	\$29.03/hour
Dawne Kenney	\$30.20/hour

7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves **Lorraine DeMaio** as a substitute Bus Aide for the 2015-2016 school year at her contracted hourly rate of \$22.70 not to exceed \$250.
8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a Maintenance Stipend for **Timothy Csakvary**, retroactive to November 16, 2015 through June 30, 2016 in the amount of \$1,875 (pro-rated amount). This approval reflects his successful completion of the 90 day probationary period.

COACHING/ATHLETIC STAFF

9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Raymond Pych** to the position of Assistant Girls' Lacrosse Coach, at a stipend of \$6,664, Step 3 of the Coach's Guide, for the 2015-2016 school year.
10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **John Manning** to the position of Freshman Baseball Coach, at a stipend of \$6,340, Step 1 of the Coach's Guide, for the 2015-2016 school year. The costs for this position will be paid for by a donation from the Kinnelon Youth Baseball Association.
11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Ben Contella** to the position of Assistant Boys' Lacrosse Coach, at a stipend of \$6,340, Step 1 of the Coach's Guide, for the 2015-2016 school year.

SUBSTITUTES/STUDENT TEACHERS

12. 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 2015-2016 school year. This year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

Maryann King	Teaching Certificate
Christopher Lanzert	Substitute Certificate
Caitlyn Cleary	Substitute Certificate
Katie Verhoest	Substitute Certificate

Marcella Staropoli	Teaching Certificate
Brittany Linder	Teaching Certificate

13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitute Nurses** at a rate of \$165/day for 2015-2016 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

Amanda DeGroot	Virginia LaPlaca	Linda Savercool
Margaret Hishmeh	Josefa Olson	

MOTION BY DR. PRYOR, SECONDED BY MRS. HATCH TO APPROVE ITEMS #1 THROUGH #13 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items # 14 through #28 were added to the Agenda. They were voted upon as a group.

CERTIFIED STAFF

LEAVE OF ABSENCE

- 14.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a Medical Leave of Absence for **Kathleen Martin**, effective February 9, 2016 through on or about April 1, 2016.

APPOINTMENTS

- 15.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Brittany Storms** to the position of Replacement First Grade Teacher at Kiel School, B.A. Degree, Step 1, at a salary of \$51,155 (pro-rated) effective on or about February 10, 2016 through on or about April 1, 2016.

ADDITIONAL ASSIGNMENTS

- 16.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Rebecca Rowe** for attending full day In-Service training on January 18, 2016, at her contracted hourly rate of \$38.40 not to exceed 1.75 hours.
- 17.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves, as per Kinnelon Education Contract Article XIV.D.2, an additional 10 days of unused sick leave for **Kelly Egan**, accumulated in a former school district.
- 18.The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following as **Home Instructors** at a rate of \$51.15/hour for the 2015-2016 school year:

Aileen Florio

NON-CERTIFIED STAFF

RESIGNATIONS/RETIREMENTS

19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, exercises the sixty-day notice to terminate the contract of employee **Tamrin Tirico**, Para-Professional, effective April 19, 2016.

APPOINTMENTS

20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Jonathan Ortiz** to the position of Substitute/Seasonal Custodian at a rate of \$15 per hour for the 2015-2016 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Lisa Tafro** to the position of Para-Professional, 4.5 hours per day, 5 days per week at a rate of \$18.94 (Step 1) per hour effective on or about February 26, 2016 through June 30, 2016. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
22. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Kinnelon Extended Day Staff** effective on or about February 26, 2016:

Madison Butka	Kid's Korner	\$8.75/hour
Madeline Florio	Kid's Korner	\$8.75/hour

23. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Nicole Rizzo** to the position of Para-Professional at Pearl Miller School, 3 hours per day, 5 days per week, at a rate of \$18.94 per hour (Step 1) plus a \$750 stipend for having a Substitute Certificate, effective on or about March 1, 2016 through June 30, 2016. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.
24. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Rhianna Jameson** to the position of Para-Professional at Kiel School, 3.5 hours per day, 5 days per week, at a rate of \$18.94 per hour (Step 1) plus a \$750 stipend for having a Teaching Certificate, effective on or about March 1, 2016 through June 30, 2016. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

ADDITIONAL ASSIGNMENTS

25. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Jennifer Tempio**, Para-Professional, for an additional 85 hours at her contracted hourly rate of \$19.59, to assist a student during Spring Track from March 28, 2016 through May 27, 2016 including all home and away track meets.
26. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Anne Smith**, Para-Professional, for an additional 2.5 hours per day at her contracted hourly rate, \$19.59 effective February 22, 2016 through on or about March 25, 2016.

COACHING/ATHLETIC STAFF/CO-CURRICULAR

27. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of **Lucas Clyne** to the position of High School Assistant Track Coach at a stipend of \$4,925, Step 2 of the Coach's Guide, for the 2015-2016 school year. This action is pending completion of all required criminal background checks and approval by the New Jersey Department of Education.
28. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following to participate in the orchestra section of the **Kinnelon High School Musical** as professional musicians. Funding is through ticket sales from the Musical. This action is pending completion of all required criminal background checks and approval by the New Jersey Department of Education:

Mike Iapicca

Bradley McMurray

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. HATCH TO APPROVE ITEMS #14 THROUGH #28 AS PRESENTED. MOTION CARRIED BY ROLL CALL VOTE WITH ALL PRESENT VOTING IN FAVOR.

Agenda Items #29 and #30 were added to the Agenda. They were voted upon as a group.

CERTIFIED STAFF

ADDITIONAL ASSIGNMENTS

29. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Nancy Hatke** for up to 4 hours of

extra time for Kindergarten Registration on February 17, 2016, at her contracted hourly rate of \$71.60.

NON-CERTIFIED STAFF

ADDITIONAL ASSIGNMENTS

30. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following **Playground/Cafeteria Aides** for up to one hour for attending a meeting after their contracted time at their contracted hourly rate of pay:

Raimee Ball	\$11.50/hour
Anne Marie Caprio	\$12.30/hour
Ursula DeClario	\$13.35/hour
JoAnn Emker	\$12.30/hour
Vickey Pace	\$12.30/hour
Dawn Sedore	\$14.40/hour
Nicole Whitehead	\$14.15/hour

MOTION BY MR. PETRUCCELLI, SECONDED BY MRS. BARISH TO APPROVE ITEMS #20 AND #30 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.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the second reading and adoption of the following **policy**:

P 5460 High School Graduation

MOTION BY MRS. DeALESSI, SECONDED BY MRS. BARISH 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. 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 January 2016.
2. Be it resolved, that the Kinnelon Board of Education approves the **Secretary's Report** for the month of January 2016.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of January 2016.
4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.S.A. 18A 17-9, I certify that as of February 25, 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 15/16 7A.

Disbursements by EFT #99929 thru #99932	\$1,105,231.51
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Total Disbursements for January 29, 2016	\$1,105,231.51
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- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 15/16 – 8.

Total Disbursements paid by *Computer Checks #32914 thru #33087	\$1,080,489.17
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Disbursements by Hand Check #32913	\$ 442.00
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Disbursements by EFT #99933 thru #99938	\$1,606,771.03
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Total Disbursements for February 25, 2016	\$2,687,702.20
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Void checks #32746, #32755 & #32847	(\$ 6,011.46)
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Total Disbursements	\$2,681,690.74
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7. Be it resolved, that the Kinnelon Board of Education accept a **donation** from the Kinnelon Youth Baseball Association in the amount of \$10,000 to cover costs associated with the Freshman Baseball 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-of-district workshop/conferences, travel and related expenses not to exceed the following amounts:

C. Beveridge	MC Certification Workshop	\$ 7
Karen Butler	Become a Power User Microsoft Excel	\$ 139
Ivonne Ciresi	Building Expertise 2016 Conference	\$1,545
Scott Leiter	CPR Re-Certification	\$ 75
Mark Mongon	PowerSchool Prep to Build Workshop	\$ 400

Jodi Mulholland TCRWP End of Year Principal's Conference \$ 185

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 Item #9 was added to the Agenda.

9. Be it resolved, that the Kinnelon Board of Education accept an anonymous **donation** of \$90 to the Stonybrook Student Angel Fund.

MOTON BY MRS. HATCH, SECONDED BY MR. PETRUCCELLI TO APPROVE ITEM #9 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.

1. Be it resolved, that the Kinnelon Board of Education approve a Resolution to Participate in **Sustainable Jersey for Schools**. Sustainable Jersey for Schools recognizes and promotes best practices that result in a healthier school climate, improves the educational program and conserves our schools' limited physical and financial resources.

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.

G. COMMITTEE OF THE WHOLE

No Action

VIII. COMMITTEE REPORTS

- A. Personnel
 - Meeting was rescheduled to March 12, 2016
- B. Education
- C. Policy
- D. Finance/Budget
 - Committee met this evening and reviewed the 2016-2017 Budget. The Budget will be ready for the Committee Meeting on March 7th at 6:00 p.m.
- E. Security/Facilities
 - Committee will meet in March
- F. Negotiations
 - Committee will meet on March 1, 2016
- 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
 - Meeting was rescheduled for March 7, 2016.
- I. Teacher Liaison Committee
 - Ms. DiGiuseppe, Superintendent, met with the Committee Chair
- J. KAMELOT
- K. Student Representative

IX. UNFINISHED BUSINESS

None

X. NEW BUSINESS

None

XI. CORRESPONDENCE

None

XII. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

None

XIII. BOARD MEMBER COMMENTS

Comments were made regarding:

- The Addams Family Play
- Congratulations to all of the Educators
- Congratulations to the Hockey Team for doing so well this year.
- Pearl Miller Girls' basketball team are the County champions.
- Pearl Miller Global Citizenship volunteers
- Thank you to all of the teachers recognized at the meeting.

XIV. ADJOURNMENT

MOTION BY MRS. HATCH, SECONDED BY MR. PETRUCCELLI TO ADJOURN INTO EXECUTIVE SESSION AT 8:40 P.M. TO DISCUSS:

Legal – Special Education Settlements
Personnel - Staffing

MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR. NO ADDITIONAL ACTION WILL BE TAKEN.

THE BOARD RECONVENED IN PUBLIC SESSION AT 9:10 P.M.

MOTION BY MRS. BARISH, SECONDED BY DR. PRYOR TO ADJOURN THE MEETING AT 9:10 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

MEETING ADJOURNED.

Respectfully submitted,

Kerry A. Keane
Board Secretary