

**KINNELON BOARD OF EDUCATION
REGULAR MEETING
HIGH SCHOOL
May 28, 2009**

AGENDA

I. OPENING OF THE MEETING BY THE PRESIDENT

II. ROUTINE MATTERS

A. Approval of Minutes

1. Public Hearing – April 2, 2009
2. Work Session/Regular Meeting – April 16, 2009
3. Re-Organization Meeting – April 30, 2009

III. PETITIONS AND HEARINGS OF CITIZENS – AGENDA ITEMS

IV. SUPERINTENDENT’S UPDATE

V. REPORT OF THE SUPERINTENDENT - ACTION ITEMS

A. EDUCATION COMMITTEE
(Mrs. New, Dr. Kirk, Ms. Moeser)

Agenda Item #1 was added to the Agenda.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a resolution for membership in the **New Jersey State Interscholastic Athletic Association** and adopts the rules and regulations of the local conference on all approved scheduled contests for the 2009-2010 school year.

B. NEGOTIATIONS COMMITTEE
(Mr. Hickey, Mr. Dama)

No Action

C. PERSONNEL COMMITTEE
(Dr. Kirk, Mrs. New, Mrs. Zybrick)

Agenda Items #1 through #14 represent the Personnel Committee's recommendations which were discussed during the Board's Work Session on May 14, 2009. They will be voted upon as a group.

1. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the request of **Michelle Sorce**, Kindergarten Teacher at Glenn Sisco School, for a Disability Leave (not to exceed 12 accumulated sick days) for the period on or about June 15, 2009 though June 30, 2009.
2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a revision to the following **Child Study Team Members** for additional summer evaluations/meetings at their contracted daily rate:

	<u>08-09 Daily Rate</u>	<u>09-10 Daily Rate</u>
Christine Seminerio	2 days	1 day
Lisa Nafash	2 days	4 days
Debbie Protter	2 days	4 days
Susan Frantz	2 days	4 days

3. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Kimberly Hirsch** for 3 extra hours of In-service work at her contracted rate of pay, for the 2008-2009 school year.
4. The Kinnelon Board of Education, upon the recommendation of Superintendent, approves payment to **Holly Campbell** for 1 hour, for Mini Kindergarten Day registration, at \$46.27 per hour for the 2008-2009 school year.
5. The Kinnelon Board of Education, upon the recommendation of Superintendent, approves payment to **Virginia LaPlaca** for 4 ½ hours, for Mini Kindergarten Day registration, at her contracted rate of pay for the 2008-2009 school year.
6. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following for **Guidance Work** at their contracted rate of pay for the 2008-2009 school year.

Monica Gormley	Evening Counseling	1 hour
Patrick Derrot	Evening Counseling/ Parent University	4 hours

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7. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to the following for **Kindergarten Gesell** Screening at \$46.27 per hour for the 2008-2009 school year.

Holly Campbell	6 days	6 hours/day
Carla Christiana	3 days	2 hours/day
Cathleen McKenna	3 days	2 hours/day
Stacy Poulas	3 days	2 hours/day
Michelle Sorce	2 days	2 hours/day
Julie Spirko	2 days	2 hours/day
Louise Smith	3 days	2 hours/day
Sarah Tinney	3 days	2 hours/day

8. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Emily Krueger** as the Spring Musical Choreographer at a stipend of \$1,000 for the 2008-2009 school year.

9. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following staff for the **2009-2010 Extended School Year Program**:

Connie Barry	\$ 3,333.00	Jocelyn MacKinnon	\$ 2,075.63
Carrie Bott	\$ 3,934.49	Vielka Perez	\$ 2,075.63
Colleen Bruschino	\$ 5,188.95	Nikki Perinotti	\$ 2,328.75
Dena DeIenno	\$ 1,293.75	Laura Prall	\$ 2,063.71
Laura Falco	\$ 6,413.12	Maureen Sauka	\$ 3,308.15
Lindsay Fitzgerald	\$ 2,328.75	Mary Jane Smith	\$ 3,191.80
Jannine Gribbon	\$10,000.00	Brooke Spadaro	\$ 2,025.00
Susan Haggerty	\$ 2,328.75	Jennifer Straub	\$ 6,576.82
Karen Juncosa	\$ 2,328.75	Maegann Struble	\$ 4,110.14
Wendy Kane	\$ 3,095.21	Melissa VanVlaanderen	\$2,328.75

10. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves as stipend of \$750 for **Kristin Escue**, Teacher Assistant, for having a Substitute Certificate for the 2008-2009 school year.

11. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a revised salary for **Virginia LaPlaca**, Teacher Assistant, to Step 5 of the Teacher Assistant Guide, \$20.05/hour, plus a \$750 stipend for having a Substitute Certificate, retroactive to September 1, 2008 through June 30, 2009.

12. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a revised salary for **Cathy Beevers**, Teacher Assistant, to Step 4 of the Teacher Assistant Guide, \$19.15/hour, plus a \$750 stipend for having a Substitute Certificate, retroactive to September 1, 2008 through June 30, 2009.

13. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointments of the following **Home Instructors** for the 2008-2009 school year.

Northwest Area School District

14. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Substitute Teachers** for the 2008-2009 school year. This action is pending successful completion of all required criminal background checks and approval by the New Jersey Department of Education.

Donna Pierce Teaching Certificate
Jennifer Olawski Substitute Certificate

Holly Campbell Teaching Certificate

Agenda Items #15 through #23 were added to the Agenda. They will be voted upon as a group.

15. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the tenure appointment of **Martha Croley**, Supervisor of Secondary Education, at a salary of \$102,764, plus a Doctorate stipend of \$2,000 for at total salary of \$104,764 for the 2009-2010 school year. Salary will be adjusted when negotiations are completed.
16. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a correction for **Julie Spirko**, B.A. Degree, Step 4, from \$48,370 to an 83.40 salary of \$40,341 for the 2009-2010 school year.
17. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves longevity stipend of \$1775 for **Stacey Poulas** for the 2009-2010 school year.
18. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a step corrections for **Christine Seminero** from M.A. Degree, Step 6 to M. A. Degree Step 7, with no change in salary for the 2009-2010 school year.
19. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves a payment of \$850 to **Paula Kelly** for Kinnelon After School Enrichment Program Support Staff.
20. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Teacher Assistants** for the 2009-2010 school year:

Name	# Hrs./Day	Step	Hourly Rate	Stipend	Total
Cathy Beevers	8	5	\$20.25	\$750	\$30,558
Virginia LaPlaca	6.66	6	\$20.70	\$750	\$26,117

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21. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **Replacement Teacher Assistants** and their prorated salaries, effective September 1, 2009 through December 23, 2009:

Name	#Hrs./Day	Step	Hourly Rate	Stipend	Total
Emily Chiommino	4.5	2	\$18.00	\$750	\$6,261.60
Pamela DeWaal	5	2	\$18.00	\$750	\$6,960.00
Michelle Pflugh	4.5	3	\$18.45	\$750	\$6,443.48

22. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves payment to **Thomas Greco** for 5 hours of Math SAT tutoring at a rate of \$46.27/hour not to exceed \$231.35 for the 2008-2009 school year.

23. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following **substitute/summer clerical** workers for the 2009-2010 school year:

Lauren Butkovich	\$9.50/hour
Meredith Driscoll	\$9.50/hour
Erin Dunn	\$9.50/hour

Agenda Items # 24 through #26 were added to the agenda.

24. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves the tenure appointment of **Meredith Charles**, Supervisor of Guidance, at a salary of \$108,152, for the 2009-2010 school year. Salary will be adjusted when negotiations are completed.
25. The Kinnelon Board of Education, upon the recommendation of the Superintendent, accepts the resignation of **Shizuka Campagna** effective June 30, 2009.
26. The Kinnelon Board of Education, upon the recommendation of the Superintendent, approves an unpaid Leave of Absence for **Siobhan Carpenter**, Teacher Assistant for the period September 1, 2009 though December 23, 2009.

D. POLICY COMMITTEE
(Mr. Dama, Mr. Beeferman, Mrs. Zybrick)

Agenda Item #1 represents the Policy Committee's recommendation which was discussed during the Board's Work Session on May 14, 2009.

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

Policy #0142.1 Nepotism
Policy # 1220 Employment of Chief School Administrator

Policy #1620 Administrative Employment Contacts
Policy# 2428.1 Standards-Based Instructional Priorities
Policy # 2460 Special Education
Policy # 2467 Surrogate Parents and Foster Parents
Policy #5320 Immunization
Policy # 5512.01 Harassment, Intimidation and Bullying
Policy # 5331 Managements of Life-Threatening Allergies in Schools
Policy# 6423 Expenditures for Non-Employee Activities, Meals and Refreshments
Policy #6470 Payment of Claims
Policy # 6471 School District Travel
Policy #6510 Payroll Authorization
Policy # 6830 Audit and Comprehensive Financial Report
Policy # 8311 Managing Electronic Mail
Policy # 9120 Public Information Program

Agenda Item #2 was added to the Agenda.

2. The Kinnelon Board of Education, upon the recommendation of the Superintendent, authorizes Kristie Prokop to conduct a **HSPA follow-up study** at Kinnelon High School.

E. FINANCE COMMITTEE
(Mr. Beeferman, Mr. Hickey, Ms. Moeser)

Agenda Items #1 through #13 represent the Finance Committee's recommendations which were discussed during the Board's Work Session on May 14, 2009. They will be voted upon as a group.

1. Be it resolved, that the Kinnelon Board of Education approves the **Treasurer's Report** for the month of March 2009.
2. Be it resolved, that the Kinnelon Board of Education approves the **Board Secretary's Report** for the month of April 2009.
3. Be it resolved, that the Kinnelon Board of Education approves the **Budget Transfers** for the month of April 2009.
4. **Secretary's Certification of Budgetary Line Items**
Pursuant to N.J.A.C. 6A:23-2.11 (C) 3, I certify that as of April 30, 2009, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a).
5. **Board's Certification of Budgetary Line Items**
Pursuant to N.J.A.C. 6A:23-2.11 (C) 4, 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 N.J.A.C. 6A:23-2.11 (b).

6. **Bill List**

- a. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 08/09 – 10A.

Electronic Funds Transfers *#99119 through #99122	\$1,218,707.22
Total Disbursements for April 30, 2009	\$1,218,707.22
*EFT #99118 appears on Bills List #11	

- b. Be it resolved, that the Kinnelon Board of Education approves the Bill List-File Reference 08/09 – 11.

Computer Checks #16626 through #16784	\$1,160,688.70
Disbursements by EFT #99118, 99123 through #99126	\$1,369,510.56
Hand Checks #16623 through #16624	\$ 959.95
Total Checks for May 28, 2009	\$2,531,159.21
Void Check #16461	\$(204,829.00)
Void Check #16580	\$(615.75)
Void Check #16625 (does not affect total)	
Total Disbursements for May 28, 2009	\$2,325,714.46

7. Be it resolved, that the Kinnelon Board of Education approve the **Corrective Action Plan** for the National School Lunch Program Coordinated Review Effort as submitted by the Business Administrator.

8. Be it resolved, that the Kinnelon Board of Education, approve a contract with **Maschio's Food Services** for the 2009-2010 school year. The contract includes a management fee of \$15,050 and a guaranteed profit of \$17,702 with the following conditions:

- The proposed pricing schedule is approved.
- The proposed staffing schedule is approved with no alterations.
- The projected number of service days will be no less than what was stated in RFP.
- The government reimbursement rates shall be no less than the rates for the 2008-2009 school year.
- Average daily attendance and the number of free and reduced price participants shall remain at the same level as the 2008-2009 school year.
- USDA commodity offerings will be no less than the 2008-2009 school year. Usable commodities, of adequate quality and variety required for FSMC's proposed menu will be valued at no less than \$.2075 per Type A meal for 2009-2010.
- There shall be no restrictions in a la carte sales. Sales will be permitted at all locations for the term of this contract.

- Service hours, service requirements type or number of facilities selling food and/or beverages on Local Education Agency's premises shall remain consistent throughout the year.
 - There shall be not competitive sales during all service hours.
 - Any changes in legislation, regulations, reimbursement rates, meal components and quantities required by the National School Lunch Program or changes in the State's School Nutrition Policies will affect the guarantee.
 - Due to the volatile nature of raw material costs, Maschio's and the Local Education Agency shall review quarterly, costs associated with paper and plastic supplies and fuel surcharges on other deliveries. Any changes in Maschio's costs shall result in an appropriate change in the guarantee.
 - There will be no cessation of labor within the district that would adversely affect sales.
 - Maschio's assumes that all data in the RFP is accurate and our financial projections are based on the previous years operating statements and meal counts. Should the counts be in question, Maschio's reserves the right to negotiate any questioned accounting and meal counting practices. If it is determined that meal counts and participation rates were overstated, the guarantee will be adjusted accordingly.
9. Be it resolved, that the Kinnelon Board of Education approve a Professional Services Contract with **Douglass Outreach** to provide consultation services for the School-Based Applied Behavior Analysis Program for the 2009-2010 school year at their contracted rate.
10. Be it resolved, that the Kinnelon Board of Education approve an Interlocal Services Agreement with the **West Milford Township Board of Education** for the 2009-2010 school year to provide all mechanical and maintenance services for Kinnelon Transportation vehicles.
11. Be it resolved, that the Kinnelon Board of Education approve an agreement with the **Educational Services Commission of Morris County** for 2009-2010 Non-Public Services.
12. Be it resolved, that the Kinnelon Board of Education approve an agreement with the **Essex Regional Educational Services Commission** for 2009-2010 Public School Home Instruction.
13. Be it resolved, that the Kinnelon Board of Education approve a Joint Transportation Agreement with the **Sussex County Regional Transportation Cooperative** for the 2009-2010 school year.

Agenda Items #14 through #19 were added to the Agenda. They will be voted upon as a group.

14. Be it resolved, that the Kinnelon Board of Education approve a joint transportation agreement with the **West Milford Board of Education** to transport two Kinnelon students to ECLC School, Chatham for the 2009 extended school year.

15. Be it resolved, that the Kinnelon Board of Education approve a joint transportation agreement with the **West Milford Board of Education** to transport a Kinnelon student to the Windsor School for the 2009 extended school year.
16. Be it resolved, that the Kinnelon Board of Education approve a joint transportation agreement with the **West Milford Board of Education** to transport a Kinnelon student to the Midland Park's Godwin School for the 2009 extended school year.
17. Be it resolved, that the Kinnelon Board of Education approve the following 2009-2010 transportation contracts with **Jordan Transportation**:

SKY 07-08 - Skylands School – 200 days - \$47,632
CP 07-08 - CP Center – 202 days - \$59,728.92
K2004 S50 - Stonybrook – 180 days - \$11,952
2007 FT1 - Field Trips - \$505.05 per bus
18. Be it resolved, that the Kinnelon Board of Education approve a Joint Transportation agreement with the **Educational Services Commission of Morris County** for the 2009-2010 school year.
19. Be it resolved, that the Kinnelon Board of Education approve a **joint purchasing agreement** with Emerson, Park Ridge, and Westwood School Districts, with the Emerson Board of Education acting as the LEA, for the purchase of school buses for the period of July 1, 2009 through June 30, 2010.

F. FACILITIES COMMITTEE
(Mr. Hickey, Mr. Beeferman, Ms. Moeser)

No Action

VII. COMMITTEE REPORTS

- A. Personnel
- B. Education
- C. Policy
- D. Finance/Budget
- E. 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
- J. KAMELOT
- K. Student Representative

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. PETITIONS AND HEARINGS OF CITIZENS – NON AGENDA ITEMS

XI. BOARD MEMBER COMMENTS

XII. ADJOURNMENT