



Kenilworth Board of Education

Regular Monthly Meeting Agenda

November 12, 2018

- I. Meeting Called to Order 7:30 p.m.
 - Open Public Meeting Statement
 - Salute to the Flag
 - Roll Call
- II. Receiving of the Minutes of the Secretary (October 10, 2018)
- III. Reading & Acceptance of Monthly Correspondence
- IV. Interim Superintendent's Report & Presentations:
 - a. Director of Academics Presentation: State of the Schools Part II
 - b. District/Interim Superintendent Update: Dr. Marilyn Birnbaum
 - c. Interim Superintendent's HIB Report (October 2018) & Self-Assessment Report (2017-2018)
- V. Report of Committees, Review of Resolutions & Board Discussion:

FINANCE & FACILITIES

Interim Superintendent's Report

RESOLUTION #1: Be It Resolved, That the Kenilworth Board of Education approves the report of the Interim Superintendent for the month of October 2018.

Be It Further Resolved, That the Board of Education accepts the list of suspensions issued during the month of October 2018 as submitted;

Be It Further Resolved, That the Board of Education accepts the list of emergency drills conducted during the months of October 2018 as follows:

School	Date	Drill Type
Brearley	10-02-18	Bus Evacuation
Brearley	10-11-18	Shelter In Place
Brearley	10-23-18	Fire
Harding	10-04-18	Bus Evacuation
Harding	10-10-18	Evacuation
Harding	10-17-18	Fire

Bill List

RESOLUTION #2: Be It Resolved, That the attached bill list be approved for the month of September 2018 in the amount of \$2,473,210.39.

Financial Reports

RESOLUTION #3: Pursuant to *N.J.A.C. 6A:23A-16.10(c)(4)*, we, the members of the Kenilworth Board of Education, certify that as of and after review of the secretary's and treasurer's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund (Current Expense, Capital Outlay, or Debt Service) has been overexpended in violation of *N.J.A.C. 6A:23A-16.10(a)(1)* and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Be It Further Resolved, That the Kenilworth Board of Education accepts the reports of the School Business Administrator/Board Secretary and the Treasurer of School Monies and that they are in agreement for the month of September 2018.

Line Item Transfers

RESOLUTION #4: Whereas, pursuant to Board of Education Policy #3160, the Interim Superintendent and Secretary to the Board have made the following line item transfers (October 2018) in the 2018-2019 school budget, Be It Resolved, That their actions be ratified and recorded in the minutes as per attached.

Conferences, Workshops & Travel

RESOLUTION #5: Be It Resolved, That the Kenilworth Board of Education approves the attendance of the following personnel at conferences/meetings with reimbursement in accordance with Board Policy No. 6471-School District (M), with full details attached, as follows:

Attendee Name	Conference/Workshop Title	Date	Location City, State
<i>Teaching Staff:</i>			
Anne Phillips	Dodge Poetry Festival	10/18/2018	Newark, NJ
Stephanie Scasso	Higher Education Student Assistance Authority (HESSA)	12/7/2018	South Orange, NJ
Graceann Griffin	Rutgers STEM	1/8/2019	New Brunswick, NJ
Brittany Desch	Oppositional, Aggressive & Attention Seeking	1/23/2019	Toms River, NJ
Ewa Lavin	IFS Therapy	11/27/2018	Parsippany, NJ
Ewa Lavin	Suicide Self-Harm	12/13/2018	Edison, NJ
Ewa Lavin	Over 75 Quick "On the Spot" Techniques for Children	11/28/2018	Edison, NJ
Brittany Desch	Monmouth University Alumni Lecture	11/15/2018	West Long Branch, NJ
Brittany Desch	Special Services PD Academy	10/10/18, 12/4/18, 2/6/19, 3/13/19 & 5/1/19	Piscataway, NJ
Karen Goger	Design It! Workshop 2	1/8/2019	New Brunswick, NJ

Joanne Palumbo	Training for Paraprofessionals	10/30/2018	Warren, NJ
Valbone Meshi	Training for Paraprofessionals	10/30/2018	Warren, NJ
Jay Shapiro	Annual Special Ed and Gen Ed Math Conference	12/5/2018	Monroe, NJ
Alison Luke	ESCNJ Special Services PD Academy	12/4/18, 2/6/19, 3/13/19 & 5/1/19	Piscataway, NJ
Liz Marranta	Hunger: The Politics of Food	3/22/2019	Union, NJ
Nicole Spampinato	Hunger: The Politics of Food	3/22/2019	Union, NJ
Laura Walsh	Early Childhood Ed. Summit	11/16/2018	Monroe, NJ
Erin Healy	Early Childhood Ed. Summit	11/16/2018	Monroe, NJ
Cathy Glacken	Early Childhood Ed. Summit	11/16/2018	Monroe, NJ
Nancy Bechtler	Annual Special Ed and Gen Ed Math Conference	12/5/2018	Monroe, NJ
Assunta Abdelaziz	Four Day Renewal Program	2/19-22/19	New Brunswick, NJ
Samantha Nelson	Universal Design for Learning Part 2 & 3	11/27/18 & 12/5/18	East Orange, NJ
Joelle Pizzano	Restorative Classroom Management	12/12/2018	New Providence
Michael Bornstein	Restorative Classroom Management	12/12/2018	New Providence
Gregory Miller	Restorative Classroom Management	12/12/2018	New Providence
Ofelia Rodriguez	Restorative Classroom Management	12/12/2018	New Providence
<u>Administration:</u>			
Dana Cansian	NJ Tiered System of Support & Toolkit	2/25/2019	New Providence, NJ
Michele Tiedemann	Universal Design for Learning Part 2 & 3	11/27/18 & 12/5/18	East Orange, NJ
Christopher Caponegro	Rutgers Annual Refresher	4/18/2019	Somerset, NJ

2018-2019 UCESC Nonpublic Technology Agreement

RESOLUTION #6: Be It Resolved, That the Kenilworth Board of Education approves the Union County Educational Services Commission Nonpublic School Technology Initiative Program Agreements for the participating schools located within this district: St. Theresa School.

Union County College Bridge Agreement

RESOLUTION #7: Be It Resolved, That the Kenilworth Board of Education approves the College Credit Bridge Agreement between the Kenilworth Board of Education and Union County College for the 2018-2019 school year.

Whitehall Associates Proposal

RESOLUTION #8: Be It Resolved, That the Kenilworth Board of Education approves the proposal from Whitehall Associates, Inc. for the completion of a Demographic Study (Enrollment Projections) for inclusion into the District's Long Range Facility Plan and utilization by the district administration to determine potential capital projects and programmatic needs. The cost of the study is not to exceed \$2,000.

PERSONNEL & MANAGEMENT

Samila-Kolesarich- Resignation

RESOLUTION #9: Be It Resolved, That the Kenilworth Board of Education accepts the resignation of Jennifer Samila-Kolesarich, a Clerk at David Brearley, effective 12/31/18.

Maternity Leave of Absence Request- Scasso

RESOLUTION #10: Be It Resolved, That the Kenilworth Board of Education approves the maternity leave of absence request from Stephanie Scasso, a guidance counselor at the Brearley School, pending certification of health care provider, as follows:

01/31/2019	Expected date of delivery
01/18/19 – 03/15/19	Use of 39 sick days
03/18/18 – 03/22/19	Unpaid leave
03/25/19 – 06/21/19	Twelve (12) weeks of unpaid leave to bond with newly born child; concurrently designated as FMLA and NJFMLA leave.
04/19/18 – 04/29/19	Spring Break
09/01/2019	Anticipated return

Maternity Leave of Absence Request- Donough

RESOLUTION #11: Be It Resolved, That the Kenilworth Board of Education approves the maternity leave of absence request from Cynthia Donough, a teacher at the Harding Elementary School, pending certification of health care provider, as follows:

01/22/2019	Expected date of delivery
12/17/18 – 03/01/19	Use of 47 sick days
03/04/18 – 05/31/19	Twelve (12) weeks of unpaid leave to bond with newly born child; concurrently designated as FMLA and NJFMLA leave.
12/24/18 – 01/01/19	Winter Break
04/19/18 – 04/28/19	Spring Break
06/03/19 – 06/21/19	Unpaid Leave
09/01/2019	Anticipated return

Abdelaziz- Revised-Maternity Leave of Absence Request

RESOLUTION #12: Whereas, on June 11, 2018 the Kenilworth Board of Education approved a maternity leave of absence for Assunta Abdelaziz, and

Whereas the original request included use of four (4) weeks FMLA and NJFMLA leave,

Whereas Assunta Abdelaziz is now requesting the use of six (6) weeks FMLA and NJFMLA leave,

Now Therefore Be it Resolved, That the Kenilworth Board of Education approves the revised maternity leave of absence request from Assunta Abdelaziz as follows:

9/24/2018	Expected date of delivery
9/21/18 – 11/02/18	Use of 29 personal illness days
11/05/18 – 12/14/18	Six (6) weeks of unpaid leave to bond with newly born child; concurrently designated as FMLA and NJFMLA leave.
12/17/18	Anticipated return date

2018-2019 Before and After-Care Staff

RESOLUTION #13: Be It Resolved, That the Kenilworth Board of Education approves the following teacher for the 2018-2019 Before and After-Care Program to be paid \$41.00/hour, pending completion of negotiations.

<u>Teacher</u>	<u>Hours/Week Limit</u>
Lora Kaprowski	10

Be It Further Resolved, That the Amber Ghigliotty be approved as a substitute aide for the 2018-2019 Before and After-Care Program to be paid \$23.50/hour. This program is funded by parents and operates at no cost to the Board.

ESEA After-School Enrichment Program Staff

RESOLUTION #14: Be It Resolved, That the Kenilworth Board of Education approves the following staff for the ESEA Title I After-School Enrichment Program at a rate of \$41.00/hour (pending completion of negotiations) as instructors:

Teacher	Program	#Hours	Parent Training	Total Stipend	Account	ESSA Title
Stacey Miller	After School Grade K Enrichment	60	5	\$2,665.00	20-231-100-101-P-00	I
Angela McGee	After School Grade K Enrichment	40	5	\$1,845.00	20-231-100-101-P-00	I
Meaghan Higgins	After School Grade K Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Kelly Starke	After School Grade 1 Enrichment	60	5	\$2,665.00	20-231-100-101-P-00	I
Janette Wong	After School Grade 1 Enrichment	60	5	\$2,665.00	20-231-100-101-P-00	I
Laura Walsh	After School Grade 2 Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Gina Folgar	After School Grade 2 Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Rose Gerenstein	After School Grade 3 Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Samantha Nelson	After School Grade 3 Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Debra Terranova	After School Grade 3 Enrichment	40	5	\$1,845.00	20-231-100-101-P-00	I
Karen Goger	After School Grade 3 Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Graceann Griffin	After School Grade 4 Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Stacie Bussiere	After School Grade 4 Enrichment	40	5	\$1,845.00	20-231-100-101-P-00	I
Tiffany D'Arpa	After School Grade 4 Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Nicole Collemi	After School Grade 5 Enrichment	40	5	\$1,845.00	20-231-100-101-P-00	I
Sylvana Caplanis	After School Grade 5 Enrichment	40	5	\$1,845.00	20-231-100-101-P-00	I

Lora Kaprowski	After School Grade 5 Enrichment	20	5	\$1,025.00	20-231-100-101-P-00	I
Anna Decavalles	After School Grade 6 Enrichment	40	5	\$1,845.00	20-231-100-101-P-00	I
Michele Galpern	After School Grade K ELL	20	5	\$1,025.00	20-275-100-100-0-62	III
Matty Tropeano	After School Grade 1 ELL	20	5	\$1,025.00	20-275-100-100-0-62	III
Lisa McSherry	After School Grade 2 ELL	20	5	\$1,025.00	20-275-100-100-0-62	III
Rose Gerenstein	After School Grade 2 ELL	20	5	\$1,025.00	20-275-100-100-0-62	III

Be It Further Resolved, That all full-time certified staff are eligible to work as substitute teachers when needed.

2018-2019 Appointments

RESOLUTION #15: Be It Resolved, That the Kenilworth Board of Education approves the following district-level appointment for the 2018-2019 school year:

Position	Appointee
Anti-Bullying Coordinator (ABC)	Brian Luciani

Student Teachers

RESOLUTION #16: Be It Resolved, That the Kenilworth Board of Education approves the following to participate as practicum student(s)/observer(s)/student teacher(s) in the Kenilworth School District as directed by their individual college/university, at no cost to the Board.

Student Teacher	College/University	Cooperating Teacher
Carbon, Naimah	New York University	Jamie Lugo
Chiavola, Candice	Montclair State University	Janice Marsili
Halozan, Kristen	Kean University	Janice Marsili
Keating, Virginia	Rutgers University	Edit Ostrom

Substitute Staff

RESOLUTION #17: Be It Resolved, That the Kenilworth Board of Education approves the hiring pursuant to the provisions of N.J.S.A. 18A:6.7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18a:6-4.13 et seq., as applicable to the employment of the following substitute teacher(s), home instructor(s), secretaries, and/or aide(s) for the 2018-2019 school year:

Substitute		Per Diem Rates		Hourly Rates		
Last Name	First Name	Nurse	Teacher	Classroom Aide	Cafeteria Aide	Secretary
Ferrante	Amber		\$ 85.00	\$ 15.00		
Sassi	Mary		\$ 85.00			
Sposaro	Caterina			\$ 15.00	\$13.80	
Szeluga	Sandy		\$ 95.00	\$ 15.00		

CURRICULUM & INSTRUCTION

Competition Cheerleading Trip

RESOLUTION #18: Be It Resolved, That the Kenilworth Board of Education approves the Competition Cheerleading team to attend a national cheerleading competition in Ocean City, Maryland. The “Reach the Beach” competition will be held February 22-24, 2019 and is hosted by the American Cheer and Dance Academy. Competition is at no cost to the Board.

2018-2019 School Goals

RESOLUTION #19: Be It Resolved, That the Kenilworth Board of Education reaffirms the School Goals for the 2018-2019 school year as follows:

Building: David Brearley Middle-High School

Goal 1: Attendance

During the 2018-2019 school year, we will continue to address the issues of attendance and will seek a 10% reduction in total absences with a 5% reduction specifically among students that are chronically absent (more than 10% of the school year).

Background/Baseline Information: A recent study found a strong relationship between sixth-grade attendance and the percentage of students graduating on time or within a year of their expected high school graduation. Chronic absenteeism increases achievement gaps at the elementary, middle, and high school levels. The 2012 study looked at the correlation between absenteeism and student achievement in Florida. They found that the top twenty percent of students (those with the highest achievement had the fewest absences – less than 3 days on average per year).

Table 5 – Florida 6th Grade Cohort-Cumulative Days Absent Over Seven Years of Middle and High School by Quintile

	Mean Number of Days Absent	Means Days Absent Per Year
Top 20%	13	3
Upper Middle 20%	35	6
Middle 20%	58	9
Lower Middle 20%	90	15
Bottom 20%	171	28

Data/Evidence collected for DBMHS:

- Attendance Rates:
- 2016 EOY– We had 7891 absences and 9184 tardies.
- 2017 EOY – We had 7989 absences and 7817 tardies.
- Of our absences the following breakdown are chronically absent (5+) and percentage per grade for 2017-18:

Grade	Number of Students Chronically Absent (18+)	Percentage of Class
7	5	4.2%
8	8	5.4%
9	10	8.3%
10	7	5.6%
11	16	12.2%
12	36	31.6%

Plans to address attendance in 2018-19:

- Later start time based on research concerning impact on teens. Studies found students were more awake the first hour of class, there are fewer disciplinary incidents in the halls and lunchroom, and students reported less depression and feelings of greater efficacy. Over 92% of the parents said their kids were “easier to live with.” New findings in human development and the maturation of the teenage brain lends credence to the fact that “it’s a matter of biology, not choice” that teenagers are unable to fall asleep before about 10:45 p.m. and that their brains remain in sleep mode until about 8 a.m. due to changes in the circadian rhythms of their brains.
- Attendance Duty added twice a day to address tardies and absences
- New Attendance Intervention Plan and Contract
- Senior Health moved to the 4th MP, Senior Open Lunch policy includes attendance and failures clauses, Abbreviated schedules eliminated for seniors (either half day or full day schedules only)
- New Attendance Appeal Procedures

Goal 2: Student Performance

Employing vertical as well as horizontal articulation tools and curriculum mapping and varied instructional strategies including close reading, we will increase student achievement on the PARCC Assessment in English language arts and mathematics by 10 scale score points.

Background/Baseline Information:

Data/Evidence collected: (based on preliminary data made available)

LAL - 2016-17 = 474 tested- ELA 2017-18 = 622 tested - ELA

Every grade level tested (grades 7-11) saw an increase in LAL PARCC scores

Overall average increase at Brearley in scale score points - +10 points

Math - 2016-17 = 462 tested – Math 2017-18 = 581 tested – math

Every grade level tested except grade 11 saw an increase in Math PARCC scores

Overall average increase in Brearley in scale score points (excluding grade 11) - +7.2 points

More students tested (28% increase) with 2% increase in test scores

Plans to increase student performance in 2018-19:

- Common planning time built into master schedule for all departments
- Vertical articulation plan for grade level progression of content and skills
- Cross curricular planning and articulation– English and History Dept. and Math and Science Dept. have same common planning period
- Continue close reading and literacy strategies across curricular areas
- Continue focus on group problem solving to stimulate students to apply their mathematical thinking skills rather than relying on “tricks” to solve equations.
- New course offerings in middle school and high school (Math Foundations 7 & 8, Financial Literacy 7 & 8 cycle, STEM 7 & 8 elective, Algebra IA and Algebra IB, AP Calculus BC)
- Genesis Lesson Planner will allow us to track the standards and number of days devoted to those standards that align against standardized test scores to inform our curriculum development and instructional supports
- MTSS (Multi-Tiered Systems of Support) will replace I&RS - encompasses strategies to meet the academic, behavioral, health, enrichment and social/emotional needs of all students

Building: Harding School

Goal 1: Language Arts Scores

By June of 2019 85% of students in Grades K-4 will advance between 2 to 3 reading levels, based on grade expectations, Guided Reading Levels as evidenced by Fountas and Pinnell (F&P) benchmark assessments. Grade K-5 BSI students will be taught using the Fountas and Pinnell (F&P) Leveled Literacy Instruction (LLI) kit appropriate to their individualized Guided Reading Level. By 2019, 85% of the BSI students will show growth of 2 levels in Guided Reading as evidenced by Fountas and Pinnell (F&P) assessments.

Background: We are focused on the improvement of student growth in Language Arts, especially in the area of reading. The overall plan calls for an extreme emphasis on literacy (learning to read). This year our Fountas and Pinnell (F&P) Leveled Literacy Instruction (LLI) for BSI training will extend to Grades 4 & 5 based on an analysis of need of Guided Reading Levels. (GRL)

Baseline Data: Guided Reading Levels Spring 2018

1. 96% passing rate Grade K
2. 79% passing rate Grade 1
3. 77% passing rate Grade 2
4. 84% passing rate Grade 3

Plans to address Reading in 2018-2019:

- PD
- Additional F & P training

- MAP scoring interpretation and data analysis,
- Expansion of a literacy coaching model.
- BSI expansion Grade 4 and 5

Goal 2: Mathematics Scores

By June of 2019, 85% of our students will have shown a 5-point RIT increase in MAP scores in the area of Mathematics.

Background: We are focused on the improvement of student growth in Mathematics. The overall plan calls for an emphasis on Grade 2 students with the online software “Xtra Math” which enhances fact fluency, and Grade 2 BSI students with the online program “Personal Math Trainer” which is adaptive software that assists struggling math students.

Baseline Data: Math MAP RIT Scores Spring 2018

1. 57% “On Grade Level Rate RIT Score” Grade 2 (192 is on Grade Level)
2. 55% “On Grade Level Rate RIT Score” Grade 3 (203 is “On Grade Level”)
3. 50% “On Grade Level Rate RIT Score ”Grade 4 (213 is “On Grade Level”)
4. 55% “On Grade Level Rate RIT Score ”Grade 5 (221 is “On Grade Level”)
5. 47% “On Grade Level Rate RIT Score ”Grade 6 (225 is “On Grade Level”)

Math Grades 2 to 6 Average RIT increases of 5.3 scale points.

Plans to address Mathematics in 2018-2019

- PD
- MAP scoring interpretation and data analysis
- Expansion of Go Math Grade 6
- Personal Math Trainer (Grades 3-6 and Grade 2 BSI)
- Xtra Math

Curriculum Adoption

RESOLUTION #20: Be It Resolved, That the Kenilworth Board of Education adopt the following curriculum which has been updated to be aligned with the New Jersey Student Learning Standards (NJSLS).

Curriculum	Prior BOE Adoption	Revised
Multi-Media Imaging Concepts	New	New
Multi-Media Art & Design	New	New
Grade 1 Math	8/13/2012	11/12/2018
Global Studies	8/13/2012	11/12/2018
United States History II	8/13/2012	11/12/2018
Seminar in Academic Methods	New	New

Grade 1 ELA	10/13/2015	11/12/2018
Grade 2 Math	8/13/2012	11/12/2018
Grade 3 Math	8/13/2012	11/12/2018
AP Language and Composition	New	New
AP Spanish	New	New
AP English 4	New	New
AP World History	New	New
AP United States History	New	New

HIB School Self-Assessment Report 2017-2018

RESOLUTION #21: Be It Resolved, That the Kenilworth Board of Education approves the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2017-2018 School Year as submitted to the New Jersey Department of Education.

HIB September 2018

RESOLUTION #22: Be It Resolved, That the Kenilworth Board of Education accepts the recommendations of the Interim Superintendent as reflected in her September 1, 2018 to September 30, 2018 HIB Incident Report.

This report was disseminated to the Board of Education in October 2018 and reviewed by the Interim Superintendent at the October, 2018 Regular Board of Education Meeting.

The Board reserves the right to discuss this matter in executive session should any Board Member need additional information before voting on the HIB report.

- VI. Old Business.
- VII. New Business.
- VIII. Meeting Opened to the Public for Comment: The Board of Education sets the limit for the public to speak at the board meeting to five (5) minutes per person unless prior permission has been granted by the Board for extended time (pursuant to Kenilworth Board of Education By-Law 0167).
- IX. Meeting Closed to the Public for Comment.
- X. Roll Call of Resolutions.
- XI. Resolution - Closed Executive Session (if called for).

RESOLUTION: Be It Resolved by the Board of Education of Kenilworth that the Board of Education meet in private session, from which the public shall be excluded, to discuss the topic of KEA negotiations (all units), which private discussion is being held pursuant to Section 7b and 8

of the Open Public Meetings Act. The matters under discussion will be disclosed to the public as soon as final decisions are made and voted upon.

XII. Return to Public Session-adopt any resolutions necessary after Executive Session

XIII. Adjournment