



Kenilworth Board of Education

Regular Monthly Meeting Agenda

September 9, 2019

- I. Meeting Called to Order 7:30 p.m. – Board Conference Room
 - Open Public Meeting Statement
 - Salute to the Flag
 - Roll Call
- II. Receiving of the Minutes of the Secretary (August 12 & 26, 2019)
- III. Reading & Acceptance of Monthly Correspondence
- IV. Superintendent's Report & Presentations:
 - a. District/Superintendent Summer Update: Kyle Arlington
 - b. School Safety Data System (SSDS) Report 2018-2019: Kyle Arlington
 - c. Superintendent’s HIB Report (August 2019)
 - d. Enrollment Report: Kyle Arlington
- V. Report of Committees, Review of Resolutions & Board Discussion:

FINANCE & FACILITIES

Superintendent’s Report

RESOLUTION #1: Be It Resolved, That the Kenilworth Board of Education approves the report of the Superintendent for the month of August 2019.

Be It Further Resolved, That the Board of Education accepts the list of emergency drills conducted during the months of August 2019 as follows:

School	Date	Drill Type
Brearley	8-15-19	Fire
Brearley	8-28-19	Lockdown/Active Shooter
Harding	8-29-19	Fire
Harding	8-29-19	Lockdown/Active Shooter

Bill List

RESOLUTION #2: Be It Resolved, That the attached bill list be approved for the month of August 2019 in the amount of \$1,375,880.75.

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 report of the School Business Administrator/Board Secretary for the month of July 2019. The Treasurer of School Monies Report is in the process of being completed.

Line Item Transfers

RESOLUTION #4: Whereas, pursuant to Board of Education Policy #3160, the Superintendent and Secretary to the Board have made the following line item transfers (August 2019) in the 2019-2020 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
Teaching Staff:			
Cathy Glacken	30 Hours IMSE Comprehensive Training	10/1/19-10/4/19	Secaucus, NJ
Graceann Griffin	MUJC Meeting Steam Meeting	10/15/19, 1/28/20, 3/3/20, 5/19/20	New Providence, NJ
Graceann Griffin	GT Symposium	5/20/2020	New Providence, NJ
Laura Walsh	30 Hours IMSE Comprehensive Training	10/1/19-10/4/19	Secaucus, NJ
Secretarial:			
Mary Ellen Duggan	Porzio Employment Law Forum	10/3/2019	Morristown, NJ
Lisa Casamento	Porzio Employment Law Forum	10/3/2019	Morristown, NJ
Administration:			
Dana Cansian	AP English Summit 2019	10/23/2019	Ledgewood, NJ
Brian Luciani	PSA School Updates	9/27/2019	Monroe, NJ
Brian Luciani	PSA School Updates	12/6/2019	Monroe, NJ
Brian Luciani	PSA School Updates	3/20/2020	Monroe, NJ
Vincent Gonnella	Porzio Employment Law Forum	10/3/2019	Morristown, NJ

Kyle Arlington	Porzio Employment Law Forum	10/3/2019	Morristown, NJ
Joy Przywara	Gangs-Signs, Signals & Awareness	9/26/2019	New Providence, NJ
Dawn Cuccolo	Gangs-Signs, Signals & Awareness	9/26/2019	New Providence, NJ

2019-2020 School Building Goals

RESOLUTION #6: Be It Resolved, That the Kenilworth Board of Education reaffirms the School Building Goals for the 2019-2020 school year as follows:

School Building Goals:

Harding Goal #1 (Links to District Goal #1: We will actively monitor and enhance our district’s intervention services and programs in support of the attainment of our building goals.)

- By June of 2020, 85% of our students in grades 2 through 6, who work with our Interventionists, will have shown a 5 point increase in MAPs scores in the area of Language Arts.
- By June of 2020, 85% of our students in grades 2 through 6, who work with our Interventionists, will have shown a 5 point increase in MAPs scores in the area of Mathematics.

Harding Goal #2 (Links to District Goal #1: We will actively monitor and enhance our district’s intervention services and programs in support of the attainment of our building goals.)

- By June of 2020, 85% of our students in grades K-1, who work with our Interventionists, will have grown 2 to 3 Guided Reading Levels.

David Brearley Middle-High School Goal #1 (Links to District Goal #5: We will increase opportunities for faculty to engage in targeted and job-embedded professional learning.)

- During the 2019-2020 school year, we will continue to invest in professional capital among our faculty by building capacity during common planning and professional development activities.

David Brearley Middle-High School Goal #2 (Links to District Goal #3: We will be accountable for operating a safe, efficient, and effective school district.)

- During the 2019-2020 school year, we will continue to embed SEL lessons into curriculum and address social and emotional learning programming, particularly in the middle school.

School Safety Data System (SSDS) Report 2018-2019 Period 2

RESOLUTION #7: Be It Resolved, That the Kenilworth Board of Education approves the School Safety Data System (SSDS) Incident, Trainings and Programs District Report for Period 2 (January 1– June 30, 2019) as submitted to the New Jersey Department of Education.

Kean Clinical Intern Affiliation Agreement

RESOLUTION #8: Be It Resolved, That the Kenilworth Board of Education approves the Clinical Intern Affiliation Agreement between the Kenilworth Board of Education and Kean University for three (3) years commencing in the 2019-2020 school year.

District Nursing Services Plan 2019-2020

RESOLUTION #9: Be It Resolved, That the Kenilworth Board of Education approves the District Nursing Services Plan for the 2019-2020 school year. Pending review of school physician.

SOA - Paraprofessional Staff 2019-2020

RESOLUTION #10: Be It Resolved, That the Kenilworth Board of Education approves the Statement of Assurance (SOA) Regarding Use of Paraprofessional Staff for the 2019-2020 school year.

NJSBA/NJASA/NJASBO Annual Workshop

RESOLUTION #11: Be It Resolved, That the members of the Board of Education, Superintendent, School Business Administrator, Supervisor of IT and Supervisor of B & G be authorized to attend the 2019 NJSBA/NJASA/NJASBO Annual Workshop (October 21-24, 2019) with a group registration cost of \$1,600 and individual reimbursements as follows:

Staying one (1) night	
Lodging (BOE Paid):	
\$/night (includes tourism & Assessment fees):	\$94.00
Occupancy Fee	\$20.00
GSA allowable rate \$/night:	\$97.00
Reimbursable Expenses:	
Travel 224 miles (\$0.35/mile)	\$78.40
Tolls	<u>\$6.75</u>
Sub-Total Travel	\$85.15
Meals & Incidental Expenses:	\$99.00
Lodging adjustment above allowable rate:	<u>\$0.00</u>
Max Eligible to be reimbursed:	\$184.15

Staying two (2) nights:	
Lodging (BOE Paid):	

\$/night (includes tourism & Assessment fees):	\$94.00
Occupancy Fee	\$20.00
GSA allowable rate \$/night:	\$97.00
Reimbursable Expenses:	
Travel 224 miles (\$0.31/mile)	\$78.40
Tolls	<u>\$6.75</u>
Sub-Total Travel	\$85.15
Meals & Incidental Expenses:	\$165.00
Lodging adjustment above allowable rate:	<u>\$0.00</u>
Max Eligible to be reimbursed:	\$250.15

Staying three (3) nights:	
Lodging (BOE Paid):	
\$/night (includes tourism & Assessment fees):	\$94.00
Occupancy Fee	\$20.00
GSA allowable rate \$/night:	\$97.00
Reimbursable Expenses:	
Travel 224 miles (\$0.31/mile)	\$78.40
Tolls	<u>\$6.75</u>
Sub-Total Travel	\$85.15
Meals & Incidental Expenses:	\$231.00
Lodging adjustment above allowable rate:	<u>\$0.00</u>
Max Eligible to be reimbursed:	\$316.15

M & IE Total	\$66.00
Continental Breakfast/Breakfast	\$16.00
Lunch	\$17.00
Dinner	\$28.00
Incidentals	\$5.00
First & Last Day of Travel	\$49.50

Be It Further Resolved, That the Kenilworth Board of Education seek the approval of the Executive County Superintendent of Schools pursuant to 6A:23A-5.9c.

A. Michael Services Agreement 2019-2020

RESOLUTION #12: Be It Resolved, That the Kenilworth Board of Education approves the Professional Learning Services Agreement between the Kenilworth Board of Education and Dr. Ali Michael for the 2019-2020 school year.

PERSONNEL & MANAGEMENT

Sirni – Resignation

RESOLUTION #13: Be It Resolved, That the Kenilworth Board of Education accepts the resignation of Sabrina Sirni, a part-time physical education teacher at Harding Elementary School, effective October 25, 2019.

Ponik- Maternity Leave Replacement

RESOLUTION #14: Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ Suzete Costa-Ponik as a 4th Grade maternity leave replacement Teacher for Gina Folgar effective 10/1/19 to 3/26/20 (approximate) at a rate of \$150 per day with no benefits. In accordance with NJSA 18A:16-1.1, time accrued as a replacement teacher does not count towards tenure. Pending completion of employment process.

Foscolo-Payment of Unused Vacation Days

RESOLUTION #15: Be It Resolved, That the Kenilworth Board of Education reimburses John Foscolo, Assistant Principal, whose last day was August 30, 2019, for his unused accumulated vacation days in accordance with the PSA Agreement as follows:

Annual Salary	Day's Pay*	Accumulated Days	Reimbursed Amount
\$ 98,455	\$378.67	34	\$ 12,874.78

*calculated at 1/260th of annual salary

ESEA Title I Grant – FY 2020

RESOLUTION #16: Be It Resolved, That the Kenilworth Board of Education assigns the following teaching staff member to work under the FY '19 ESEA: Title I Grant as follows:

	Total Salary	Grant Funded	% Grant	Position
Jennifer Dieckmann	\$96,668	\$ 34,000	35.17%	ELA Intervention

Charged to Account: 20-231-100-101-000

Modification-Lead Teacher Stipend

RESOLUTION #17: Be It Resolved, That the Kenilworth Board of Education approves Tiffany D’Arpa as Lead Teacher during the maternity leave absence of Gina Folgar, effective 10/1/19 – 3/31/20:

School	Grade/Program	FY '20	
		Stipend	Staff Member
Harding	4 and 5	\$ 1,136	Tiffany D’Arpa
Harding	4 and 5	\$ 758	Gina Folgar
Total		\$ 1,894	

Modification of Aide Hours

RESOLUTION #18: Be It Resolved, That the Kenilworth Board of Education modify the employment hours for paraprofessional aides and lunch/cafeteria aides for the 2019-2020 school year as per the following schedule:

Paraprofessional Aide - Sandra Manee: From 3 hours per day to 5 hours per day

Hourly Rates

Lunch/Cafeteria Aides: \$16.09
 Paraprofessional Aides: \$25.55

Be It Further Resolved, That the maximum hours Sandra Manee can work aftercare be limited to 5 hours per week.

CST Meetings

RESOLUTION #19: Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent for the following personnel for their required attendance at CST meetings as indicated at a contracted rate below:

CST MEMBER	# OF EVALUATIONS	# OF CASE MANAGEMENT	# CST MEETINGS	TOTAL
Carol Carrara	0	1	1	\$286.00
Regina O’Connor	1	0	2	\$425.00
Michael Maraviglia	2	0	5	\$1065.00

Substitute Staff

RESOLUTION #20: 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 2019-2020 school year:

Substitute	Per Diem Rates	Hourly Rates
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Last Name	First Name	Nurse	Teacher	Classroom Aide	Cafeteria Aide	Secretary
Gonzalez	Nelsa		\$ 125.00			
Melendez	Lillian		\$ 125.00			

CURRICULUM & INSTRUCTION

Curriculum Adoption

RESOLUTION #21: Be It Resolved, That the Kenilworth Board of Education adopt the following curriculum which has been updated to be aligned with the NJSLS Standards.

Curriculum	Prior BOE Adoption	Revised
Psychology	5/11/2015	9/9/2019
AP Psychology	5/11/2015	9/9/2019
Sociology	5/11/2015	9/9/2019

HIB July 2019

RESOLUTION #22: Be It Resolved, That the Kenilworth Board of Education accepts the recommendations of the Superintendent as reflected in his July 1, 2019 to July 31, 2019 HIB Incident Report.

This report was disseminated to the Board of Education in August 2019 and reviewed by the Superintendent at the August 12, 2019 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.

POLICY REVIEW

- 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, 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.